

Manage Profit & Loss (P&L)

04/30/2025 3:23 pm CDT

Overview

The **Manage P&L** page allows you to view and manage various aspects of your Profit and Loss reports. You can perform actions such as:

- Exporting and importing P&L data.
- Configuring the types of non-order transactions included in P&L.
- Viewing details about recent settlements.
- Viewing P&L generation metrics.

To learn about the different P&L reports, refer to our [Profit & Loss](#) category.

For more information about Sellercloud's Financial Reporting Suite, see the [Reports FAQ](#).

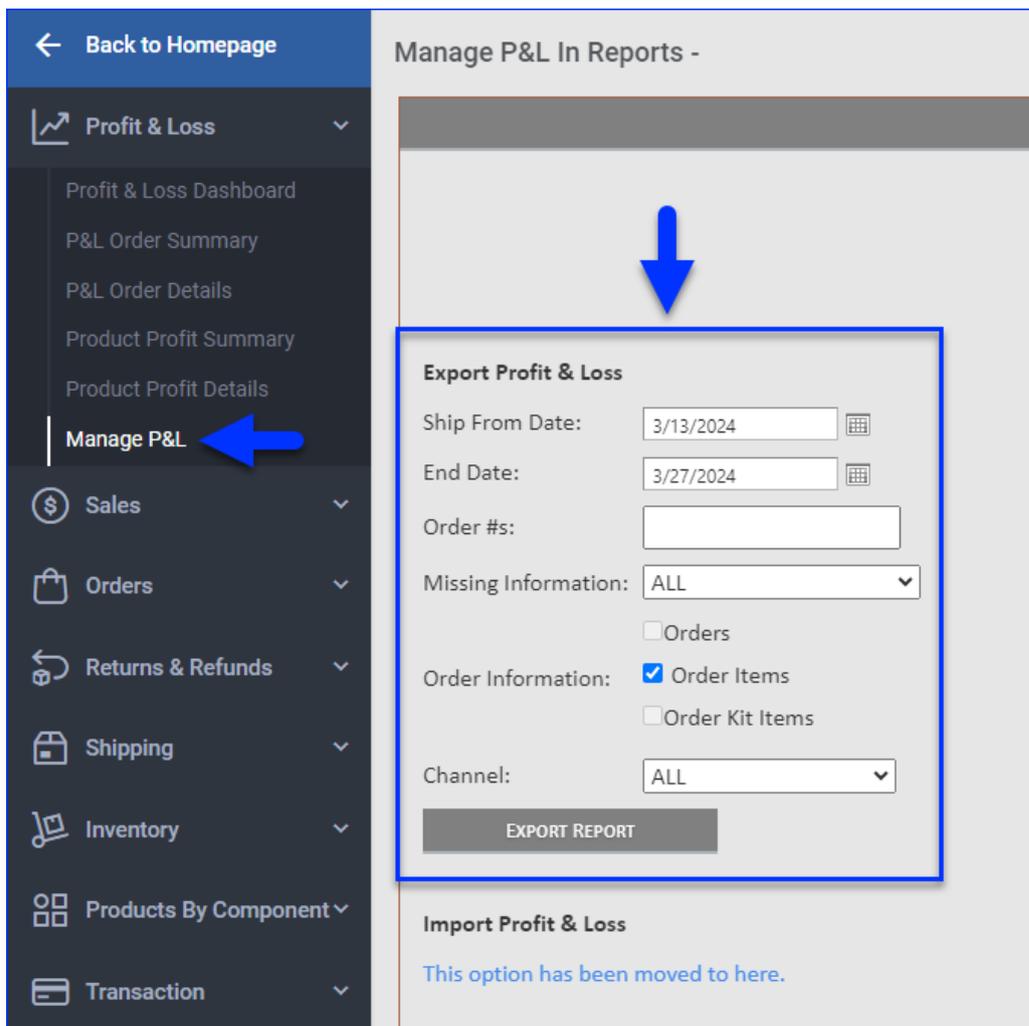
Manage Profit & Loss

See the following sections to learn how you can use the Manage P&L page.

Export Profit & Loss

To export your orders' P&L data to an Excel spreadsheet:

1. Go to **Reports > Profit & Loss > Manage P&L**.
2. Under the **Export Profit and Loss** section, select the **Ship From Date** and **End Date**.
3. Enter your **Order #s**.
4. Select whether you want to export **Missing information**. This option can help you identify eBay orders with a missing **Item Cost, Payment, or Transaction Fee**, as well as Amazon, FBA, eBay, Sears, or Newegg orders missing **Commission**.
5. Select your **Channel** from the dropdown menu. To include all channels, select **ALL**.



6. Click **Export Report**. If you have entered order numbers, the file will be downloaded to your device immediately. If you have left the **Order #s** field blank, a **Queued Job** will be generated. Click the **Job #** link to view it. When the job finishes, click the .xlsx file link next to **Output File**.

Import Profit & Loss

You can import the following extra costs to your orders in bulk:

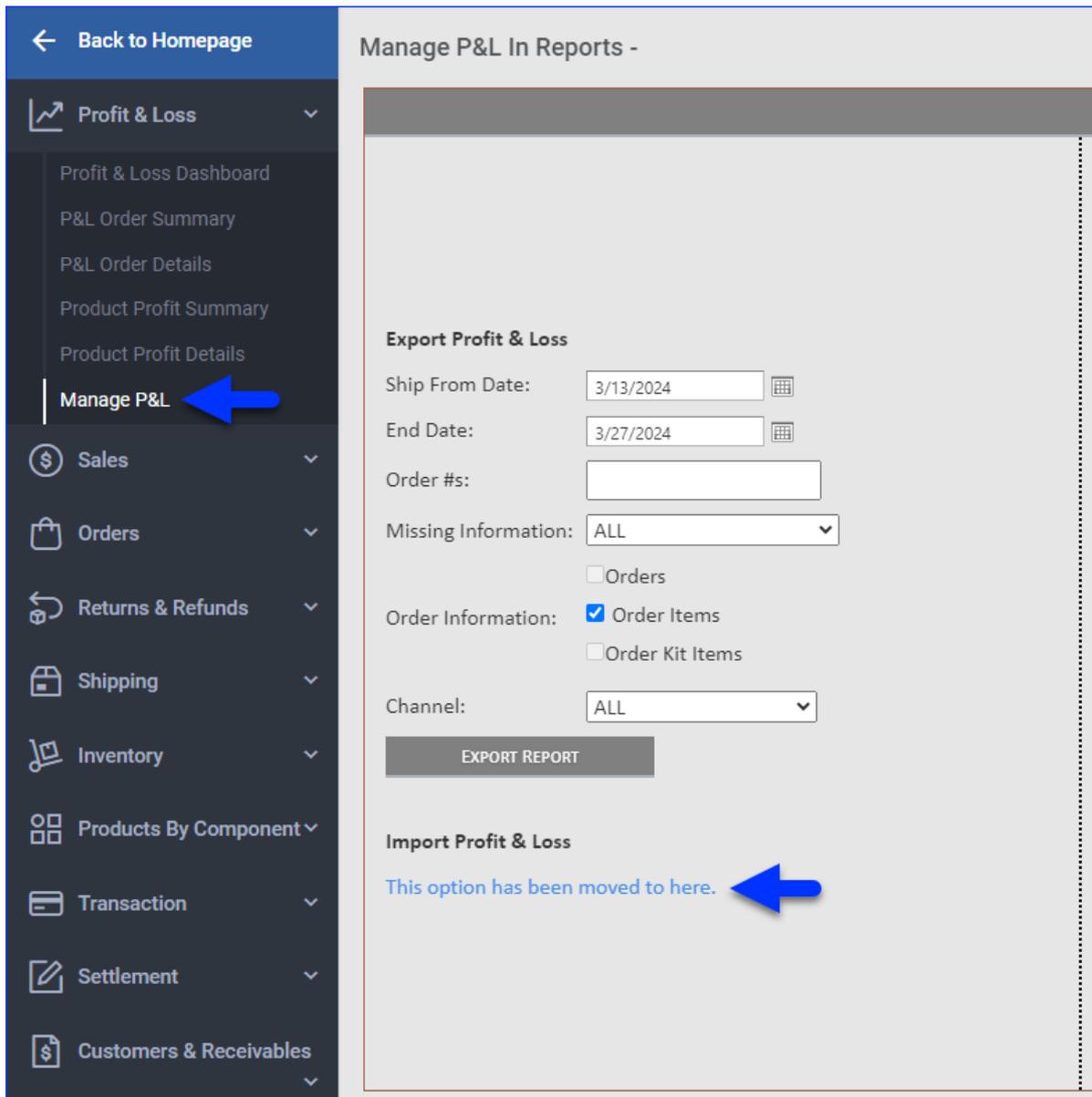
- **Commissions** – Commissions owed to **Sales Representatives**. They appear as **Commission** on the **Profit & Loss** tab of the **Order Details Page**.
- **Payment Fees** – Transaction processing fees, such as charges by PayPal. They appear as **Transaction Fee** on the **Profit & Loss** tab of the Order Details Page.

PROFIT AND LOSS (ESTIMATED)	
Item Cost	\$3.00
Posting Fee	\$0
Commission	\$2
Transaction Fee	\$4
Your Shipping Cost	\$0
Tax	\$0

ORDER PROFIT DETAIL												
SKU	QTY SOLD	UNIT COST	UNIT PRICE	PRODUCT COST	SITE COST	SELLING PRICE	REFUND	COMMISSION	TRANS. FEE	FINAL COST	PROFIT	PROFIT %
SC-Tees	1	\$3.00	\$3.00	\$8.95	\$8.95	\$22.00	\$0.00	\$2.00	\$4.00	\$9.00	\$13.00	59.09%

To import additional costs to your orders:

1. Go to **Reports > Profit & Loss > Manage P&L**.
2. Under **Import P&L**, click the link **This option has been moved to here** to be redirected to the new page.



3. On the new page, select **Commission** or **Payment Fee** from the **Partial Info** dropdown menu.
4. Click **Download Sample**.
5. Enter your information into the spreadsheet and save it.
6. Click **Choose File**, select your file, and click **Import Order Partial Info**. A **Queued Job** will be generated. Click the **Job #** link to view it. When the job finishes, click the .xlsx file link next to **Output File**.

Partial Info: Commision ▼ Download Sample

Select file: Choose File No file chosen

Import Order Partial Info

Import Serials

Select file: Choose File No file chosen

Download Template

Upload Serials

Profit & Loss Metrics

To view how fast P&L data is generated:

1. Go to Reports > Profit & Loss > Manage P&L.
2. Under Profit & Loss Metrics, you can see:

← Back to Homepage
Manage P&L In Reports -

- Profit & Loss
- Profit & Loss Dashboard
- P&L Order Summary
- P&L Order Details
- Product Profit Summary
- Product Profit Details
- Manage P&L**
- Sales
- Orders
- Returns & Refunds
- Shipping
- Inventory
- Products By Component
- Transaction
- Settlement
- Customers & Receivables

MANAGE PROFIT & LOSS

Profit & Loss Metrics

Transactions To Generate : 0

P&L Transactions To Generate (New) : 0

P&L Transactions To Update : 3 (1/1/1900)

Non-Order Transaction Type List

Select transaction types

Recent Settlements

COMPANY	CHANNEL	SETTLEMENT ID	IMPORTED ON	START DATE	END DATE	AMOUNT	CURRENCY
Thirsty Tea	Amazon	19972972141	03/28/2024	03/13/2024	03/27/2024	(\$222.29)	USD
Thirsty Tea	Overstock	148507	11/11/2020	08/10/2020	11/02/2020	\$53,879.43	USD
Steel, Service	Overstock	137145	10/21/2020	05/28/2020	08/17/2020	\$310.01	USD
Thirsty Tea	Buy	5272809242019	10/04/2019	09/17/2019	09/24/2019	\$440.00	USD
Thirsty Tea	eBayOrder	16320171231	01/09/2018	11/30/2017	12/31/2017	\$0.00	USD
ThirstyTea Clone	eBayOrder	19920171231	01/09/2018	11/30/2017	12/31/2017	\$0.00	USD
Magento2	Amazon	6388956501	07/11/2017	06/26/2017	07/10/2017	(\$67.76)	USD
BIGCOMMERCE V3	Etsy	20220106020125956	01/06/2022	01/01/1900	01/01/1900	\$72.00	USD
BIGCOMMERCE V3	Etsy	20220106020126656	01/06/2022	01/01/1900	01/01/1900	\$91.00	USD
BIGCOMMERCE V3	Etsy	20220106020127396	01/06/2022	01/01/1900	01/01/1900	\$72.00	USD

- a. Transactions To Generate
- b. P&L Transactions To Generate (New)
- c. P&L Transactions To Update

Non-Order Transaction Type List

You determine if item cost is included in the calculation of specific non-order transactions, changing the overall profit and loss data. The item cost will be considered for all transactions you enable in the list.

To include item cost in specific non-order transaction types:

1. Go to Reports > Profit & Loss > Manage P&L.
2. Under Non-Order Transaction Type List, check the items to include.

MANAGE PROFIT & LOSS

Profit & Loss Metrics
 Transactions To Generate : 0
 P&L Transactions To Generate (New) : 0
 P&L Transactions To Update : 3 (1/1/1900)

Export Profit & Loss
 Ship From Date: 3/13/2024
 End Date: 3/27/2024
 Order #:
 Missing Information: ALL
 Order Information: Order Items
 Channel: ALL

Non-Order Transaction Type List

Channel	Transaction Type
<input checked="" type="checkbox"/>	Amazon A-to-z Guarantee Refund
<input type="checkbox"/>	Amazon COMPENSATED_CLAWBACK
<input checked="" type="checkbox"/>	Amazon FBADisposal
<input checked="" type="checkbox"/>	Amazon FREE_REPLACEMENT_REFUND_ITEMS
<input checked="" type="checkbox"/>	Amazon WAREHOUSE_DAMAGE
<input type="checkbox"/>	Amazon WAREHOUSE_DAMAGE_EXCEPTION
<input checked="" type="checkbox"/>	Amazon WAREHOUSE_LOST
<input checked="" type="checkbox"/>	Amazon WAREHOUSE_LOST_MANUAL

Recent Settlements

ART DATE	END DATE	AMOUNT	CURRENCY
3/13/2024	03/27/2024	(\$222.29)	USD
1/10/2020	11/02/2020	\$53,879.43	USD
1/28/2020	08/17/2020	\$310.01	USD
1/17/2019	09/24/2019	\$440.00	USD
1/30/2017	12/31/2017	\$0.00	USD
1/30/2017	12/31/2017	\$0.00	USD
Magento2	Amazon	6388956501	07/11/2017 06/26/2017 07/10/2017 (\$67.76) USD
BIGCOMMERCE V3	Etsy	20220106020125956	01/06/2022 01/01/1900 01/01/1900 \$72.00 USD
BIGCOMMERCE V3	Etsy	20220106020126656	01/06/2022 01/01/1900 01/01/1900 \$91.00 USD
BIGCOMMERCE V3	Etsy	20220106020127396	01/06/2022 01/01/1900 01/01/1900 \$72.00 USD

3. Click Save. You will be prompted to update past transactions as well. Click Yes or No.

Recent Settlements

This chart shows the most recent Settlement reports per company channel.

To view recent settlements:

1. Go to Reports > Profit & Loss > Manage P&L.
2. Under Recent Settlements, you can see these details:

MANAGE PROFIT & LOSS

Profit & Loss Metrics
 Transactions To Generate : 0
 P&L Transactions To Generate (New) : 0
 P&L Transactions To Update : 3 (1/1/1900)

Export Profit & Loss
 Ship From Date: 3/13/2024
 End Date: 3/27/2024
 Order #:
 Missing Information: ALL
 Order Information: Order Items
 Channel: ALL

Recent Settlements

COMPANY	CHANNEL	SETTLEMENT ID	IMPORTED ON	START DATE	END DATE	AMOUNT	CURRENCY
Thirsty Tea	Amazon	19972972141	03/28/2024	03/13/2024	03/27/2024	(\$222.29)	USD
Thirsty Tea	Overstock	148507	11/11/2020	08/10/2020	11/02/2020	\$53,879.43	USD
Steel Service	Overstock	137145	10/21/2020	05/28/2020	08/17/2020	\$310.01	USD
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BIGCOMMERCE V3	Etsy	20220106020125956	01/06/2022	01/01/1900	01/01/1900	\$72.00	USD
BIGCOMMERCE V3	Etsy	20220106020126656	01/06/2022	01/01/1900	01/01/1900	\$91.00	USD
BIGCOMMERCE V3	Etsy	20220106020127396	01/06/2022	01/01/1900	01/01/1900	\$72.00	USD

- a. **Company** – The company associated with the settlement.
- b. **Channel** – The channel associated with the settlement.
- c. **Settlement ID** – The settlement’s unique identification number. Clicking the **ID** will take you to a **Settlement Details** page where you can access detailed information about each transaction.
- d. **Imported On** – The date when the settlement has been imported to Sellercloud.
- e. **Start Date** – The settlement’s start date.
- f. **End Date** – The settlement’s end date.
- g. **Amount** – The settlement’s total amount.
- h. **Currency** – The currency used for the transactions.

Overview

The **Manage P&L** page allows you to view and manage various aspects of your Profit and Loss reports. You can perform actions such as:

- Exporting and importing P&L data.
- Configuring the types of non-order transactions included in P&L.
- Viewing details about recent settlements.
- Viewing P&L generation metrics.

To learn about the different P&L reports, refer to our [Profit & Loss](#) category.

For more information about Sellercloud’s Financial Reporting Suite, see the [Reports FAQ](#).

Manage Profit & Loss

To access the Manage P&L page, go to **Reports > Profit & Loss Reports > Manage P&L**.

The screenshot shows the 'MANAGE PROFIT & LOSS' interface. On the left, a sidebar lists various report categories, with 'Profit & Loss Reports' expanded to show options like 'Profit & Loss Dashboard', 'P&L Order Summary', 'P&L Order Details', 'Product Profit Summary', 'Product Profit Details', 'Manage P&L', and 'P&L Transaction Summary'. The main area is titled 'Export Profit & Loss' and includes fields for 'Ship From Date' (8/19/2020), 'End Date' (9/2/2020), 'Order #'s, 'Missing Information' (set to ALL), and 'Order Information' (with 'Order Items' selected). There is also a 'Channel' dropdown set to 'ALL' and an 'EXPORT REPORT' button. Below this is an 'Import Profit & Loss' section with a note: 'This option has been moved to here.' The right sidebar, titled 'Profit & Loss Metrics', shows 'Transactions To Generate' (3 as of 9/23/2020), 'P&L Transactions To Generate (New)' (0), and 'P&L Transactions To Update' (1 as of 1/1/1900). Below the metrics is a 'Non-Order Transaction Type List' dropdown. At the bottom right, a 'Recent Settlements' table is visible with columns for COMPANY, CHANNEL, SETTLEMENT ID, IMPORTED ON, START DATE, END DATE, AMOUNT, and CURRENCY. The table lists several entries, including 'ThirstyTea' from Amazon, 'Steel Service' from Overstock, and 'Magento2' from Amazon.

See the following sections to learn how you can use the Manage P&L page.

Export Profit & Loss

You can export your P&L reports to an Excel file.

1. Go to **Reports > Profit & Loss Reports > Manage P&L > Export Profit and Loss.**
2. Choose your **Ship From Date** and **End Date.**
3. Input **Order #s.**
4. Select your choice from the **Missing Information** dropdown menu.
5. Check your choice for **Order Information.**
6. Select your **Channel** from the dropdown menu. To include all channels, select **ALL.**
7. Click **Export Report.** This generates a request notification. Click on your **Job #** to view your queued job, or click the link sent to your email.
8. On your Job Details page, go to **Select Action > choose Export to Excel > Go.**

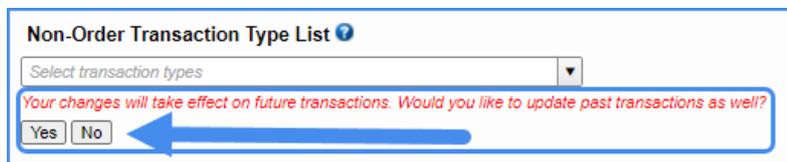
View Profit & Loss Metrics

You can view your P&L metrics. This features shows you the number and date of your **Transactions To Generate, P&L Transactions To Generate (New), and P&L Transactions To Update.**

Non-Order Transaction type list

You can update your non-order transaction type list here. When you select an item in the list, you are including that item cost in the profit calculation.

1. Go to **Reports > Profit & Loss Reports > Manage P&L > Non-Order Transaction Type List.**
2. Check which items you want to include in the profit calculation.
3. Click **Save.**
4. *Optional:* You will be prompted to update past transactions as well. Click **Yes** or **No.**



Non-Order Transaction Type List ⓘ

Select transaction types ▼

Your changes will take effect on future transactions. Would you like to update past transactions as well?

Recent Settlements

This chart shows the most recent settlement reports per company channel and displays the **Company, Channel, Settlement ID, date Imported On** (into Sellercloud), **State Date, End Date, Amount, and Currency.**

Import Profit & Loss

The steps to edit P&Ls with a file import have changed. You now import from the Orders page or click the link provided under **Import Profit & Loss**.

1. Go to **Reports > Profit & Loss Reports > Manage P&L > Import P&L**.
 2. Click **This option has been moved to here** to be redirected to the new importing steps.
-

Import Partial Order Information

You can import partial order information into Sellercloud through the Orders Import Partial Info page. This is not located on the Manage P&L page; however, it will appear on the P&L report. This helpful page gives you the option to upload commission or payment-related information quickly and easily. All you need to do is upload your **Order ID** and the **Commission Value** or **Payment Fee**.

To access the Orders Import Partial Info page:

1. Go to **Orders > Import Orders Partial Info**.
2. Select **Commission** or **Payment Fee** from the **Partial Info** dropdown menu > Click **Download Sample**.
3. Enter your information into the Excel spreadsheet > Save your updated spreadsheet.
4. Click **Choose File** > Select your file > Click **Import Order Partial Info**.

The **Payment Fee** is shown as the **Transaction Fee** on the P&L tab of your Orders Details page.
