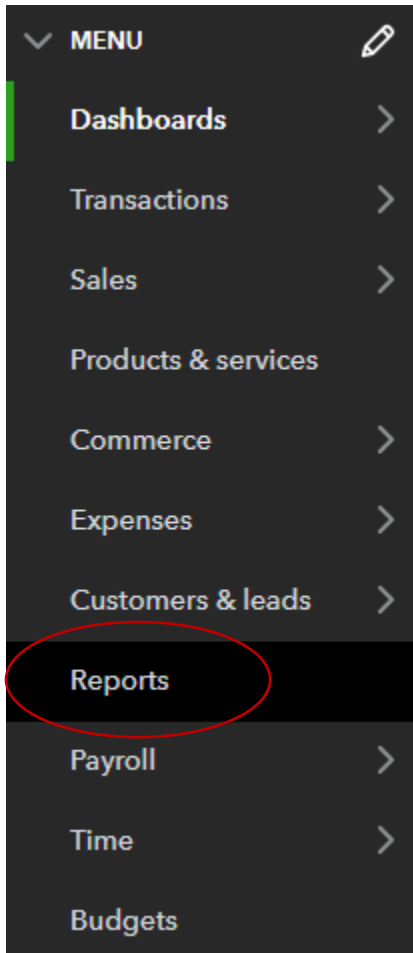




THE BLUE COLLAR SUCCESS GROUP®

How to Pull a Profit and Loss Statement in QuickBooks Online



1. From your QuickBooks Menu option, select "Reports"

2. Under Business Overview, Select "Profit and Loss as % of total income"

Standard

Custom reports

Management reports

Business overview

Audit Log

Balance Sheet

★

⋮

Balance Sheet Comparison

☆

⋮

Balance Sheet Detail

☆

⋮

Balance Sheet Summary

☆

⋮

Budget Overview

☆

⋮

Budget vs. Actuals

★

⋮

Statement of Cash Flows

☆

⋮

Profit and Loss by Customer

☆

⋮

Profit and Loss by Department

☆

⋮

Profit and Loss by Class

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Profit and Loss by Month

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Profit and Loss by Tag Group

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Profit and Loss Comparison

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Profit and Loss Detail

★

⋮

Profit and Loss as % of total income

★

⋮



THE BLUE COLLAR SUCCESS GROUP®

Profit and Loss % of Total Income Report

Report period

This Year-to-last-month ▼

01/01/2024

to

10/31/2024

Display columns by

Total Only ▼

Show non-zero or active only

Active rows/active columns ▼

Compare another period

% comparison ▼

Accounting method



Cash

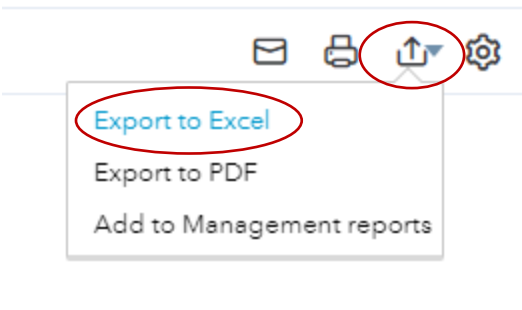


Accrual

Run report

3. Under Report Period, select This Year To Last Month. *This helps avoid running a P&L for a month that is not complete.*

Then select your accounting method. Select Run Report.



4. To export this P&L to excel format click  and "Export to Excel".