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Dashboard

PUQ Account Statement module **WHMCS**

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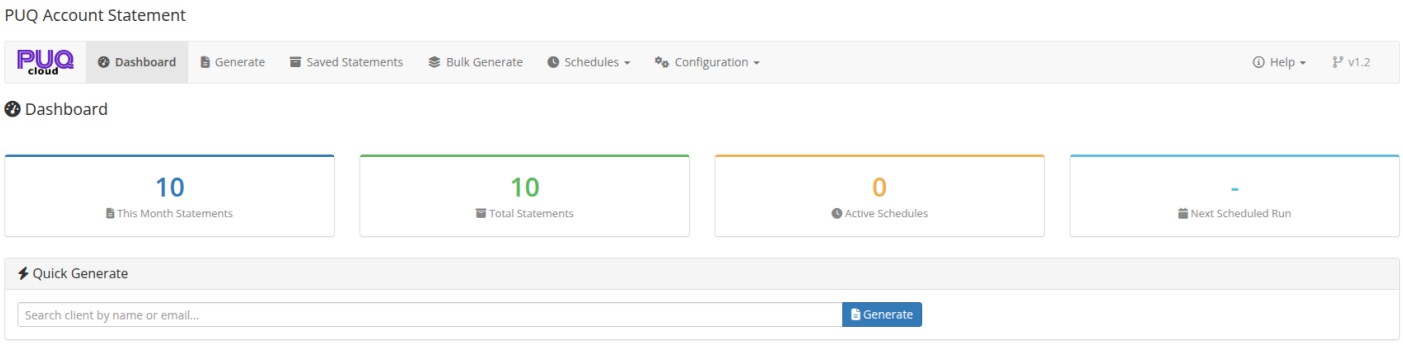
The Dashboard is the home page of the module, available at: **Addons** > **PUQ Account Statement** > **Dashboard**

It provides a complete overview of your statement activity — key metrics, quick generation, recent statements, and upcoming schedules.



02-dashboard.png

Key Metrics

The top section displays summary cards with color-coded borders:

Metric	Description
This Month Statements	Number of statements generated in the current month
Total Statements	Total number of saved statements in the archive
Active Schedules	Number of currently active automatic schedules
Next Scheduled Run	Date and time of the next scheduled statement generation

Quick Generate

A search panel for quickly generating a statement for a specific client:

1. Start typing a client name or email in the search field
2. Select the client from the dropdown results (powered by Select2 with AJAX search)
3. Click **Generate** to navigate to the Generate page with the client pre-selected

Recent Statements

A table showing the 10 most recently generated statements:

Column	Description
Date	When the statement was generated
Client	Client full name
Period	Statement date range (from — to)
Generated By	How the statement was created: manual, schedule, or bulk
Actions	**View** button to open the saved statement

Upcoming Schedules

A table showing up to 5 active schedules with their next run times:

Column	Description
Name	Schedule name
Frequency	How often it runs (Daily, Weekly, Monthly, Quarterly, Yearly)
Next Run	Date and time of the next execution
Status	Badge: **Active** (green) or **Inactive** (gray)

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