

To: Company X Limited

From: Rockwall Analytics

Subject: Teleco Operator Declining Profitability - STRATEGY CONSULTING

Date: January 10, 2021

Client Recommendation

Putting it all together

The background information

The client wants a quick update on project progress. The project leader, Richard, wants us to draft an executive summary of our findings so far

OUR TASK

Develop an executive summary slide synthesizing all the findings from the project so far. Using our best practice slide to assist us with this task!

We have pointed out the importance of understanding the critical data needed for a specific decision and the processes involved. We focus on what may be considered the most important step in the intelligence cycle: the processing and analysis of data and information

Executive summary best practice



A good executive summary provides all the key information in one slide

Consultants typically communicate in a “top down” or pyramid fashion, starting with the conclusion and then providing the supporting information

The goal is to communicate as much information in as few words as possible