A Project Proposal for

"Digital Transformation with

Integrated Management

Software for a

Small Business"

Table of Contents

Business Introduction

Everest Cuisine is a new restaurant located at 1846 Carling Avenue. It serves a mix of Indo-Nepalese Chinese and sushi dishes. Even though it has only been open for two months, it has already become popular in the area because of its tasty food and genuine flavors.

https://everestcuisineottawa.com/

1. Organization

A. Context and General Information

Industry:
Food and Beverage

Economic Group:
Local Restaurants

Competitors:
The Momo Spot **-** https://iwantmomos.com/
Ayini - ayini.ca
Sushi Eki - https://sushieki.ca/
Sapporo Sushi - https://sapporosushiottawa.com/
Momo Bistro - https://momobistro.ca/
Fairouz - https://www.fairouz.ca/
These are the other local restaurants offering similar cuisine

Incumbents:
The Biryani Walla - https://thebiryaniwalla.com/ottawa-home.html
East India Company - https://www.eastindiaco.com/
Ramakrishna Indian Restaurant - https://ramakrishnarestaurant.ca/
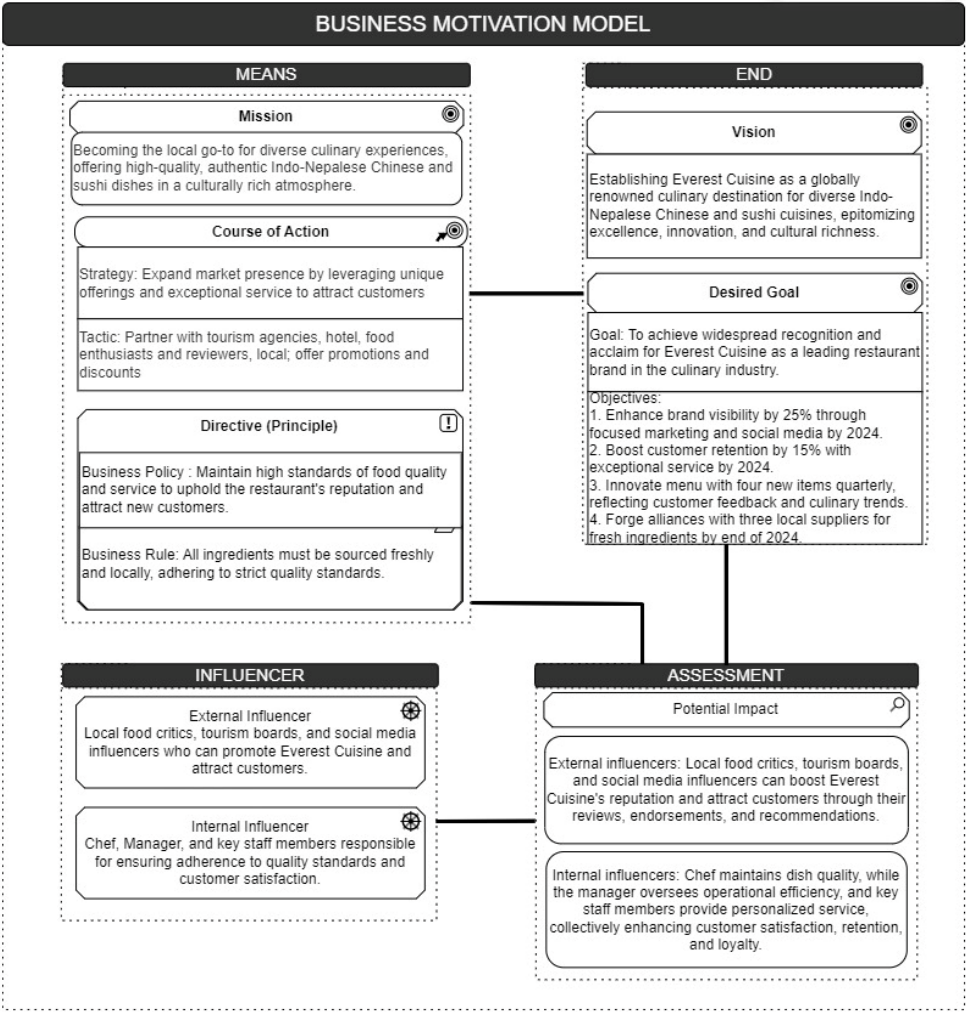These are already established restaurants in the area

Organization Chart
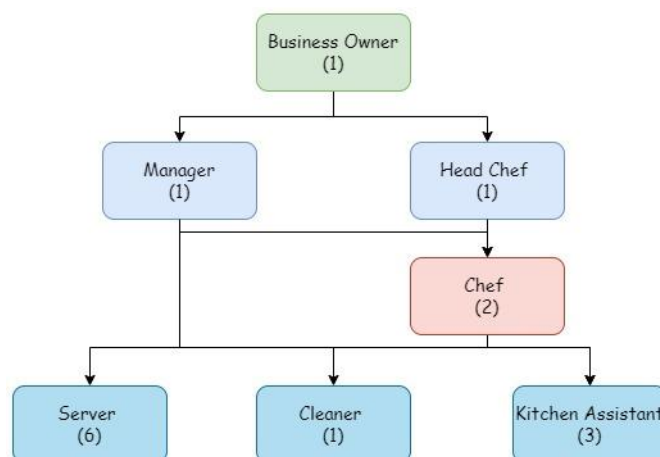
Employee Count: 14

Branches: None

Location: 1846 Carling Avenue

B. Business Strategy

I. Business Motivation Model (BMM):

BUSINESS MOTIVATION MODEL

MEANS

Mission

Becoming the local go-to for diverse culinary experiences, offering high-quality, authentic Indo-Nepalese Chinese and sushi dishes in a culturally rich atmosphere.

Course of Action

Strategy: Expand market presence by leveraging unique offerings and exceptional service to attract customers

Tactic: Partner with tourism agencies, hotel, food enthusiasts and reviewers, local; offer promotions and discounts

Directive (Principle)

Business Policy : Maintain high standards of food quality and service to uphold the restaurant's reputation and attract new customers.

Business Rule: All ingredients must be sourced freshly and locally, adhering to strict quality standards.

END

Vision

Establishing Everest Cuisine as a globally renowned culinary destination for diverse Indo-Nepalese Chinese and sushi cuisines, epitomizing excellence, innovation, and cultural richness.

Desired Goal

Goal: To achieve widespread recognition and acclaim for Everest Cuisine as a leading restaurant brand in the culinary industry.

Objectives:
1. Enhance brand visibility by 25% through focused marketing and social media by 2024.
2. Boost customer retention by 15% with exceptional service by 2024.
3. Innovate menu with four new items quarterly, reflecting customer feedback and culinary trends.
4. Forge alliances with three local suppliers for fresh ingredients by end of 2024.

INFLUENCER

External Influencer
Local food critics, tourism boards, and social media influencers who can promote Everest Cuisine and attract customers.

Internal Influencer
Chef, Manager, and key staff members responsible for ensuring adherence to quality standards and customer satisfaction.

ASSESSMENT

Potential Impact

External influencers: Local food critics, tourism boards, and social media influencers can boost Everest Cuisine's reputation and attract customers through their reviews, endorsements, and recommendations.
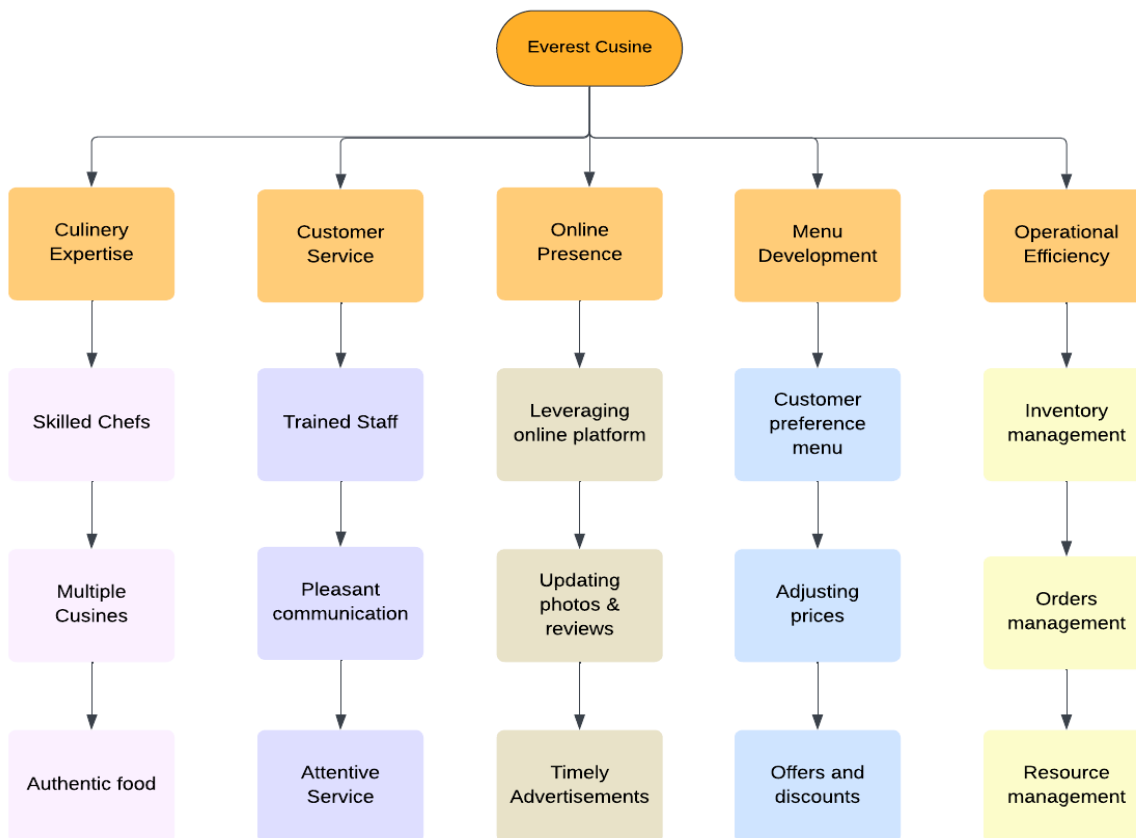
Internal influencers: Chef maintains dish quality, while the manager oversees operational efficiency, and key staff members provide personalized service, collectively enhancing customer satisfaction, retention, and loyalty.

II. Canvas:

Key Partners	Key Activities	Value Propositions	Customer Relationships	Customer Segments
i. Suppliers for fresh ingredients	i. Menu Development	Diverse range of cuisines (Indo-Nepalese Chinese and sushi)	i. Exceptional Service	i. Local Residents
ii. Delivery Platforms (Uber, Doordash)	ii. Food Preparation and Cooking	Fresh authentic dishes	ii. Personalized Interactions	ii. Tourists
	iii. Customer Service	Welcoming and culturally rich atmosphere	iii. Understand the needs and response to feedback	iii. Food enthusiasts
	Key Resources i. Skilled chefs and staff ii. Fresh ingredients iii. Online presence and marketing materials		**Channels** i. Physical Store ii. Online Delivery Platforms	

Cost Structure

i. COGS
ii. Labour Cost
iii. Operating Expenses
iv. Marketing and Advertising Expenses
v. Delivery Partner Fees
vi. Administrative Expenses
vii. Training and Development

Revenue

i. Sales from restaurant dine-in
ii. Online orders through delivery platforms
iii. Take aways

III. Value System Model

Support Activities

FIRM INFRASTRUCTURE
- Establishing and maintaining physical store locations with appropriate facilities and amenities.
- Managing administrative tasks related to finance, legal compliance, and business operations.

HUMAN RESOURCES MANAGEMENT
- Recruiting and training skilled chefs and kitchen staff to maintain quality standards in food preparation.
- Developing training programs to ensure staff are knowledgable about menu offerings and service standards.

TECHNOLOGY DEVELOPMENT
- Investing in technology tools to enhance operational efficiency and customer experience.

PROCUREMENT
- Establishing relationship with reliable suppliers
- Negotiating favorable pricing terms for bulk purchases

Margin

Primary Activities

INBOUND LOGISTICS	OPERATIONS	OUTBOUND LOGISTICS	MARKETING SALES	SERVICE
• Procurement of high quality, fresh ingredients. • Efficient inventory management system	• Food preparation • Consistency and quality • Cleanliness and hygiene	• Packaging and presentation of dishes • Coordination with delivery partners for online orders	• Marketing campaigns to promote diverse cuisines • Managing online presence • Sales activities and discounts	• Exceptional hospitality and welcoming environment • Attentive service for customer satisfaction

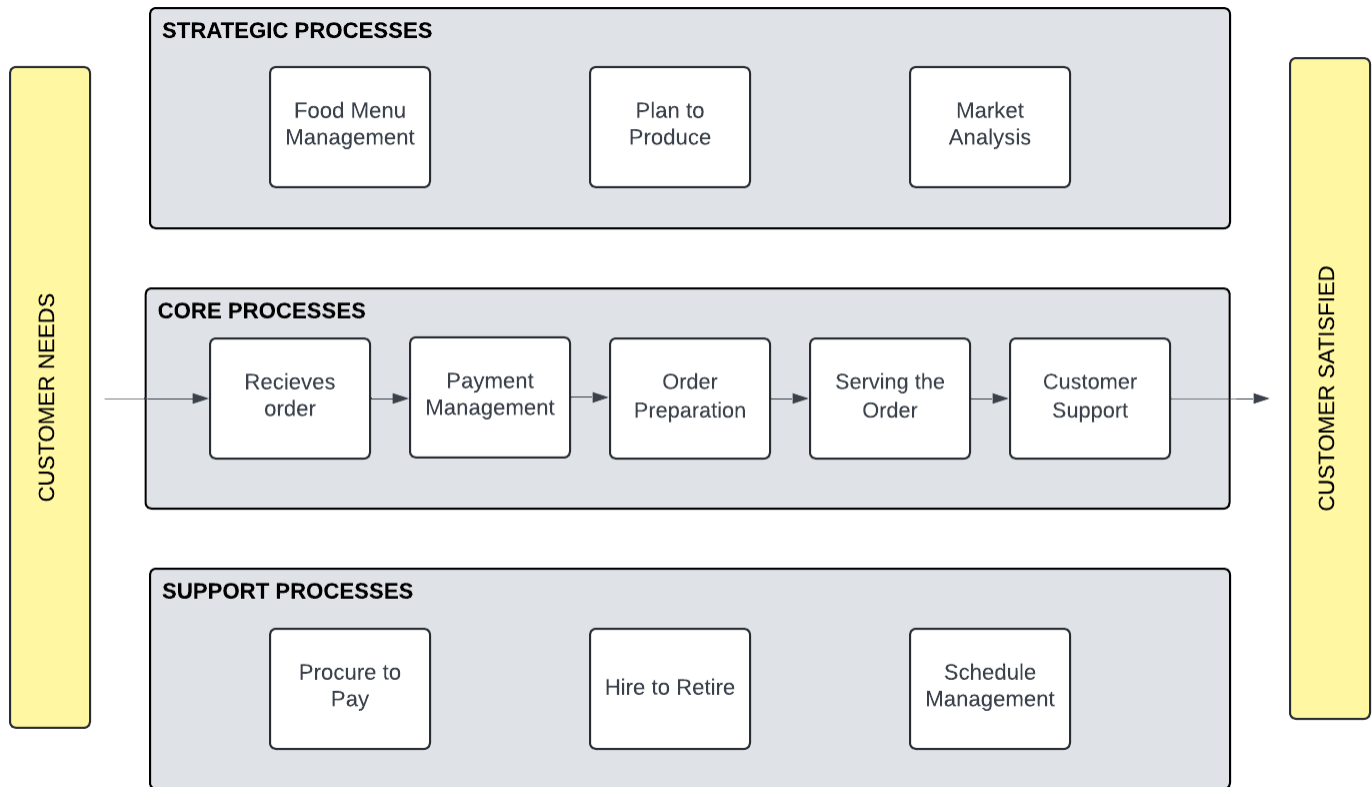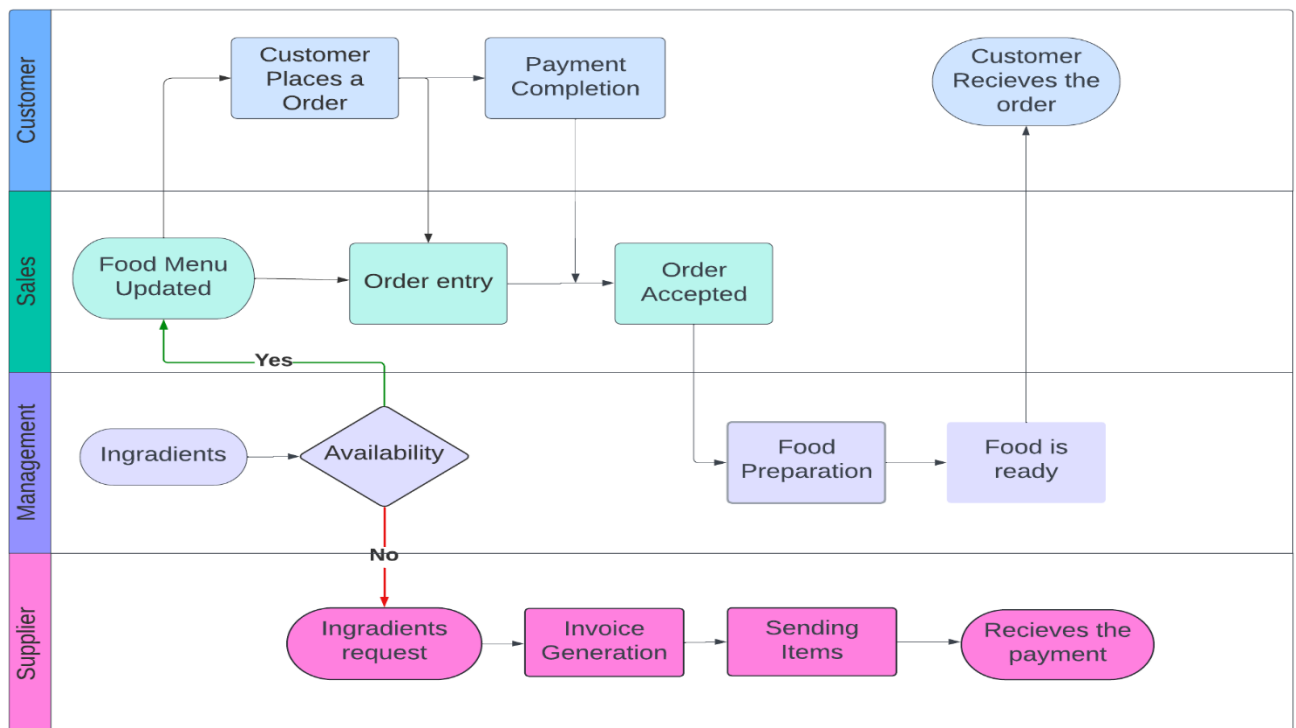*Margin*

IV. Capability Analysis:

2. Operation

A. Process Identification

1. Order to cash:
- Receiving orders: Taking orders from customers in-person, via phone, online platforms like Uber eats, Door dash, etc.,
- Payment processing: Collecting the payment from the customer for the delivered order.
- Order preparation: Preparing the order for the received order in a timely manner.
- Serving: Serving the cooked food for the customer or delivering the order.
- Receipt saving: Saving the receipts in the restaurants database for further uses.

2. Procure to pay:
- Supplies ordering from vendor: Choosing a reliable vendor and ordering the required items and kitchen essentials.
- Inspecting the items after receiving: Checking the quality of the essential items received.
- Invoices: Matching the invoices with the items received.
- Payment to vendor: Payment to vendor after completing the above steps.

3. Plan to produce:
- Food menu for customer: Preparing the menu which attracts the customers the most with quality and taste.
- Management of Inventory: Managing the inventory levels which should be fresh to meet the daily needs. Checking the inventory frequently to check the expiration date.
- Production scheduling: Promptly scheduling the kitchen staff schedule to food preparation tasks.
- Food production: Cooking the food in a clean and neat environment with good taste and quality to meet the expectations of the customers.

4. Hire to Retire:
- Hiring and recruitment: Finding skilled chefs who are specialized in Indian Nepalese Chinese cuisine, kitchen, and cleaning staff.
- Training the kitchen staff: Training the hired staff according to their roles to the meet the requirements of the job.
- Employee management: Promptly payment of the employee salaries, bonuses, and other allowances. Conducting regular employee review to provide them with feedback. Meeting the local labor laws for payment.
- Off boarding: Handling the exit formalities of the employees who are leaving the restaurant.

5. Market Analysis:
- Customer Insights: Understand our target market's demographics and preferences for Indian, Nepalese, and Chinese cuisines.
- Competitive Landscape: Analyze local competitors to identify strengths and opportunities for differentiation.
- Trend Awareness: Stay updated on industry trends, such as preferences for healthier options or sustainable dining practices.
- SWOT Assessment: Evaluate Everest Cuisine's strengths, weaknesses, opportunities, and threats within the local market.
- Strategic Decision-Making: Use market insights to guide decisions on menu offerings, pricing, marketing, and customer experience enhancements.

Process Map Diagram

STRATEGIC PROCESSES

- Food Menu Management
- Plan to Produce
- Market Analysis

CUSTOMER NEEDS

CUSTOMER SATISFIED

CORE PROCESSES

Recieves order → Payment Management → Order Preparation → Serving the Order → Customer Support

SUPPORT PROCESSES

- Procure to Pay
- Hire to Retire
- Schedule Management

Business Process Diagram

Customer

- Customer Places a Order
- Payment Completion
- Customer Recieves the order

Sales

- Food Menu Updated
- Order entry
- Order Accepted

Management

- Ingradients
- Availability
- Food Preparation
- Food is ready

Supplier

- Ingradients request
- Invoice Generation
- Sending Items
- Recieves the payment

Yes

No

Management Information Systems Needed Per Process

For each of the top-level process Everest Cuisine are using following Management Information Systems:

	High Level Process	MIS used as Per Process	Recommendations
1.	Order to Cash	SoftPOS	Odoo
2.	Procure to Pay	ChefDesk	
3.	Plan to Produce	HDRestaurant	
4.	Hire to Retire	Google Docs and Google Sheets	Homebase
5.	Market Analysis	Brizo Food Metrice	

Using Odoo and Homebase for Order to Cash and Hire to Retire respectively are recommended as Everest Cuisine is facing following problems of these processes:

Order to Cash

- Limited customization options

- Lack of advanced reporting and analytics features.

- Restrictions on high-value transaction amounts and frequency.

- Requirement for reliable technical support during implementation and operation.

Hire to Retire

- Employee Documentation

- Employee Scheduling Issues

- Lack of Proper Clock Timing Record

- Time-Consuming

- Limited Visibility

- Difficulty in Managing Changes

3. Database Design

A. Entities Identification:

I.   Employee: Employee_ID, Name, Contact_Info, Role, Date_of_Hire, Salary, Address
II. Menu_Item: Item_ID, Name, Description, Price, Category_ID
III. Menu_Category: Category_ID, Category_Name
IV. Order: Order_ID, Customer_ID, Table_Number, Date, Time, Total_Price, Payment_Status, Employee_ID
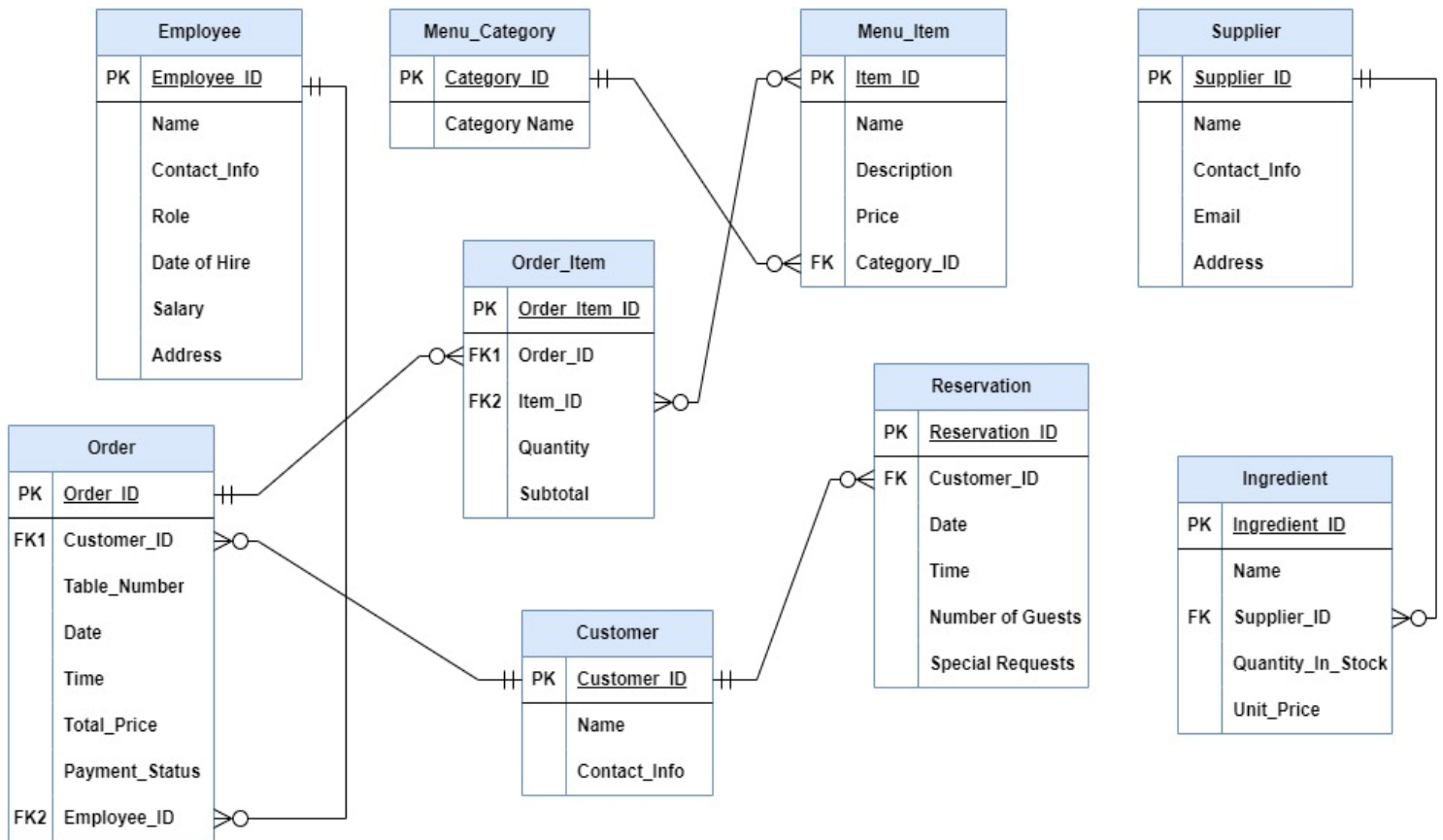V.   Order_Item: Order_Item_ID, Order_ID, Item_ID, Quantity, Subtotal

VI. Customer:Customer_ID, Name, Contact_Info
VII. Reservation: Reservation_ID, Customer_ID, Date, Time, Number_of_Guests, Special_Requests
VIII. Supplier: Supplier_ID, Name, Contact_Info, Email, Address
IX. Ingredient: Ingredient_ID, Name, Supplier_ID, Quantity_in_Stock, Unit_Price

B. Entity Relationship Diagram (ERD):

- **Employee:** An employee can be associated with multiple orders (one-to-many relationship).
- **Menu_Item:** Each menu item belongs to a specific menu category (many-to-one relationship).
- Each menu item can be part of multiple orders (many-to-many relationship).
- **Menu_Category:** Each menu category can contain multiple menu items (one-to-many relationship).
- **Order:** Each order is associated with one employee (many-to-one relationship).
- Each order can contain multiple order items (one-to-many relationship).
- Each order is associated with one customer (many-to-one relationship).
- **Order_Item:** Each order item belongs to one order (many-to-one relationship).
- Each order item is associated with different menu items (many-to-may relationship).
- **Customer:** Each customer can make multiple reservations (one-to-many relationship).
- Each customer can place multiple orders (one-to-many relationship).
- **Reservation:** Each reservation is associated with one customer (many-to-one relationship).
- **Supplier:** Each supplier can provide multiple ingredients (one-to-many relationship).
- **Ingredient:** Each ingredient is associated with one supplier (many-to-one relationship).

C. Database Tables Design:

I. Employee Table

Employee_ID	Name	Contact_Info	Role	Date_of_Hire	Salary	Address
1	Sagar Shrestha	123-456-7890	Chef	2023-12-20	$ 30.00	4665 Ogilvie Walk
2	Ram Gharti	456-789-0123	Kitchen Helper	2024-02-15	$ 16.77	684 Tweedsmuir Ave
3	Shovan Ranjitkar	789-012-3456	Server	2024-01-15	$ 16.77	122 Fairweather St

II. Menu Table

Item_ID	Name	Description	Price	Category_ID
101	Butter Chicken	Aromatic creamy chicken curry combing fragrant spices with onion, butter, and tomato	$ 19.99	1
102	Rainbow Roll	Nori, salmon, tuna, crab stick, avocado, cucumber, teriyaki sauce, sesame, mayo, and spicy mayo	$ 15.99	2
103	Everest Jhol Momo	Traditional homemade momo served with broth mixed with spicy sauce	$ 13.99	3

III. Menu_Category Table

Category_ID	Category_Name
1	Touch of India
2	Sushi Bar
3	Authentic Nepalese Momo

IV. Order Table

Order_ID	Customer_ID	Table_Number	Date	Time	Total Price	Payment_Status	Employee_ID
501	201	2	3/15/2023	19:30:00	$ 52.47	Paid	3
502	202	8	3/15/2023	20:00:00	$ 38.75	Unpaid	5

V. Order_Item Table

Order_Item_ID	Order_ID	Item_ID	Quantity	Subtotal
1001	501	103	2	$ 27.98
1002	502	102	1	$ 15.99

VI. Customer Table

Customer_ID	Name	Contact_Info
201	Alexa	111-222-3333
202	Miggy	222-333-4444
203	Bob	333-444-5555

VII. Reservation Table

Reservation_ID	Customer_ID	Date	Time	Number of Guests	Special Requests
35	203	3/21/2023	20:00:00	4	Window Seat

VIII. Supplier Table

Supplier_ID	Name	Contact_Info	Email	Address
5	Fresh Produce	444-555-6666	info@freshproduce.com	1430 Prince of Wales Drive
6	Sargent Farm	905-878-4401	info@sargentfarm.com	181 Mill St.

IX. Ingredient Table

Ingredient_ID	Name	Supplier_ID	Quantity_In_Stock	Unit_Price
501	Cabbage	5	10	$ 1.49
502	Chicken	6	20	$ 3.34
503	Green Beans	5	7	$ 1.99

4. Management Information Systems (MIS) using Odoo and Homebase

A. Order to Cash

Odoo: Odoo, an open-source ERP (Enterprise Resource Planning) software, offers a comprehensive suite of applications that streamline the entire Order-to-cash process.

Platform Selection Criteria

Accurate Billing with Reduced Errors: Odoo's Order to Cash module ensures accurate billing by automating the invoicing process and reducing manual errors in transaction records. This feature is crucial for Everest Cuisine to maintain financial accuracy and customer satisfaction.

Detailed Reporting and Analysis: Odoo provides detailed reporting and analysis tools that allow Everest Cuisine to gain insights into sales performance, customer behavior, and inventory management. These analytics help in making informed decisions to optimize business operations and improve profitability.

Improved Customer Experience: With Odoo's Order to Cash module, Everest Cuisine can enhance the customer experience by offering faster checkout processes, personalized service, and efficient order management. This leads to increased customer satisfaction and loyalty.

Streamlined Operations and Productivity: By integrating various functions of the Order to Cash process within Odoo, Everest Cuisine can streamline operations, eliminate redundancies, and improve productivity. This results in faster order processing, reduced wait times, and smoother transactions.

Flexible: Odoo offers flexibility in customizing the Order to Cash process according to Everest Cuisine's specific needs and preferences. It allows for scalability as the business grows and adapts to changing market demands and regulations.

Trial and Demos Provided: Odoo offers trials and demos of its software, allowing Everest Cuisine to test the Order to Cash module before committing. This ensures that the platform meets the restaurant's requirements and aligns with its goals before implementation

Main Advantages of Using Odoo

1. Integrated Platform: Odoo offers a comprehensive suite of business applications covering various functions such as CRM, sales, inventory, accounting, and more, all integrated into one platform. This integration eliminates the need for multiple disparate systems, streamlining operations and improving data consistency.

2. Customization: Odoo is highly customizable, allowing businesses like Everest Cuisine to tailor the system to their specific needs and preferences. Customization options include configuring workflows, creating personalized reports, and adapting modules to match unique business processes.

3. Scalability: As a modular system, Odoo can scale alongside Everest Cuisine's growth. Additional modules and functionalities can be easily added as the business expands, ensuring that the system remains aligned with evolving requirements and increasing transaction volumes.

4. Open Source and Community Support: Odoo is an open-source platform with a large community of developers and users contributing to its development and support. This community-driven approach ensures continuous improvement, frequent updates, and a wealth of resources such as forums, tutorials, and user guides.

5. User-Friendly Interface: Odoo features an intuitive and user-friendly interface that simplifies adoption and usage for employees across different departments. This ease of use reduces training time and enables efficient utilization of the system's capabilities.

6. Cost-Effective: Compared to many other enterprise resource planning (ERP) systems, Odoo offers a cost-effective solution, particularly for small and medium-sized businesses like Everest Cuisine. The modular structure allows businesses to start with basic functionalities and add more modules as needed, reducing upfront costs and providing flexibility in investment.

7. Mobile Access: Odoo provides mobile applications that enable employees to access and manage business data on the go. This mobility enhances productivity and responsiveness, allowing staff to stay connected and make informed decisions even outside of the restaurant premises.

Module Identification

1. Point of Sale (POS)
The Point-of-Sale module in Odoo enables Everest Cuisine to manage sales transactions efficiently. It provides a user-friendly interface for processing orders, accepting various payment methods, and generating receipts. With features like customizable menus, order modifiers, and integration with other Odoo modules, the POS module streamlines the ordering process and enhances the customer experience.

Main features:
Quick and intuitive order entry
Multiple payment options (cash, card, mobile payment)
Customizable menus and modifiers
Integration with kitchen display for efficient order processing

Process and capability alignment: Aligns with Everest Cuisine's need for fast and accurate order processing, payment collection, and seamless communication between front-of-house and kitchen staff.

Data → Information → Decision flow: Data on orders and payments → Information on sales performance, menu popularity, and customer preferences → Decision-making on menu optimization, pricing strategies, and staffing levels.

2. Kitchen Display

The Kitchen Display module in Odoo facilitates communication between the front-of-house and kitchen staff. It displays real-time order updates, prioritizes orders based on urgency, and ensures timely preparation and delivery of food. Integrated with the POS module, the Kitchen Display module optimizes kitchen workflows, reduces errors, and enhances overall operational efficiency.

Main features:
Real-time order updates
Order prioritization and routing
Integration with POS for synchronized order management
Customizable display settings

Process and capability alignment: Aligns with Everest Cuisine's need for efficient order processing in the kitchen, ensuring timely preparation and delivery of food to customers.

Data → Information → Decision flow: Data on incoming orders and order status → Information on order queue, preparation times, and kitchen workload → Decision-making on order prioritization, resource allocation, and menu optimization.

3. Invoicing

The Invoicing module in Odoo automates the invoicing process for customer orders. It generates invoices automatically based on sales transactions, applies pricing rules and discounts, and tracks payment statuses. With customizable invoicing templates and integration with accounting systems, the Invoicing module simplifies billing and improves financial management for Everest Cuisine.

Main features:
Automated invoicing for customer orders
Customizable invoicing templates
Integration with POS and accounting systems
Payment tracking and reconciliation

Process and capability alignment: Aligns with Everest Cuisine's need for accurate and timely invoicing, ensuring prompt payment collection and financial transparency.

Data → Information → Decision flow: Data on customer orders and payments → Information on outstanding invoices, revenue streams, and cash flow → Decision-making on credit policies, debt collection strategies, and financial planning.

4. Product Configuration

The Product Configuration module in Odoo allows Everest Cuisine to customize product offerings to meet customer preferences. It supports configurable product attributes such as name, images, and product category, along with pricing rules and discounts. Integrated with the POS module, the Product Configuration module enables flexible menu management, promotes upselling, and enhances customer satisfaction.

Main features:
Customizable product attributes (name, images, and product category)
Pricing rules and discounts
Integration with POS for seamless order processing
Real-time inventory updates

Process and capability alignment: Aligns with Everest Cuisine's need for flexible product configuration to accommodate customer preferences and optimize sales.

Data → Information → Decision flow: Data on product configurations and pricing rules → Information on sales trends, customer preferences, and inventory levels → Decision-making on menu adjustments, pricing strategies, and promotional activities.

B. Hire to Retire

Homebase is a cloud-based time tracking and scheduling solution that helps human resources personnel organize and manage employee schedules, timesheets, and payroll. It caters to businesses in industries such as food service, retail, healthcare, software, and more.

Platform Selection Criteria

Everest Cuisine, like many other small restaurants, is facing scheduling issues for their employees. Currently, they are dependent on traditional scheduling methods like Excel and writing in the Employee time record register. Because of these traditional scheduling methods, they are facing issues with Clock punches, leave requests, and shift swaps. This shows that the restaurant and its employees are comfortable with basic digital tools like Excel.

To resolve this issue, we are recommending Everest Cuisine to implement Homebase HRM software to their workflow.

Tailored for Restaurant Operations: Everest Cuisine requires a workforce management solution specifically tailored for the unique demands of the restaurant industry. Homebase offers features designed to address the complexities of restaurant operations, including shift scheduling, time tracking, and communication tools, making it an ideal fit for Everest Cuisine's needs.

Efficient Workforce Management: Everest Cuisine seeks a solution to streamline its workforce management processes, including scheduling, time tracking, and communication. Homebase provides user-friendly tools and intuitive features that enable managers to create and manage schedules efficiently, track employee hours accurately, and communicate with staff members effectively, contributing to improved operational efficiency and productivity.

Accurate Time Tracking and Compliance: With employees working varying shifts and roles within the restaurant, Everest Cuisine requires a reliable time tracking system to ensure accurate recording of hours worked for payroll processing and compliance with labor regulations. Homebase's time clock feature enables precise time tracking, reducing the risk of errors and discrepancies in payroll calculations and ensuring compliance with labor laws.

Enhanced Communication and Coordination: Everest Cuisine values effective communication and coordination among its team members to ensure smooth operations and superior customer service. Homebase's communication tools facilitate seamless interaction between managers and employees, allowing for timely dissemination of information, shift updates, and announcements, thereby improving overall teamwork and collaboration within the restaurant.

Cost-Effective Solution: As a small business, Everest Cuisine seeks a cost-effective workforce management solution that provides value without exceeding its budget constraints. Homebase offers affordable pricing plans tailored to businesses of all sizes, making it an attractive and feasible option for Everest Cuisine's budgetary considerations.

By meeting these selection criteria, Homebase emerges as the ideal choice to address Everest Cuisine's workforce management challenges and support the restaurant's growth and success.

Main Advantages of Homebase

 Homebase is a software as a service (SaaS) designed for small and local businesses which helps them manage their employee schedules, payroll, leave requests, and other communications.

1. Automated scheduling: Homebase can generate automated schedules for all the employees based on their availability and the requirement of the restaurant.
2. Track Clock punches for Employees: Homebase will help all the management and employees to track their clock punches which will reduce errors when compared with traditional methods like Excel and notebook.

3. Easy accessibility: As Homebase is a cloud-based application, employees install a homebase app on their mobile phone, they can access the app from anywhere for swift communication.

4. Employee self-service: With the help of Homebase, employees can easily update their availability, submit leave requests, shift swaps, access their prepared schedule, and receive reminders.

5. Compliance to laws: Homebase will alert the management and employees about the existing labor laws about working hours, minimum wages which are to be followed. This app will provide regular updates and notifications about government decisions to the management and employees.

6. Effective Communication: Homebase facilitates communication between managers and employees through its messaging features. Managers can send announcements, updates, or shift change notifications to the entire team or specific individuals, improving overall communication and coordination.

7. Labor Cost Management: Homebase provides tools for tracking labor expenses, analyzing labor costs against revenue, and optimizing staffing levels to control labor costs effectively. The platform helps businesses make informed decisions regarding scheduling, budgeting, and resource allocation to maximize profitability.

8.   Integration Capabilities: Homebase offers integration with various third-party software and services, including payroll systems, POS systems, and accounting software. This integration capability allows businesses to streamline their workflow, improve data accuracy, and eliminate duplicate data entry.

Overall, the implementation of Homebase software into Everest cuisine workflow will help them to leverage vital resources like human capital which will increase production, quality, customer satisfaction and profit.

Module Identification

1. Shift Scheduling Module:

     Homebase's Shift Scheduling Module simplifies scheduling for managers. It is designed to be user-friendly and efficient, allowing you to easily create, edit, and assign shifts. With intuitive features, you can ensure your team is adequately staffed without the hassle. Say goodbye to scheduling headaches with Homebase's Shift Scheduling Module.

Main Features:
Create, edit, and assign shifts efficiently.
Visual representation of shifts and employee availability.
Automated scheduling based on employee preferences and availability.
Integration with employee time clock for accurate tracking of hours worked.

Process and Capability Alignment:
Aligns with Everest Cuisine's need for efficient scheduling to ensure adequate staffing levels during peak hours.

Enables managers to optimize shift assignments based on employee availability and skill sets.
Supports flexibility in scheduling to accommodate varying business demands and employee preferences.

Data → Information → Decision Flow:
Data: Employee availability, shift preferences, business hours.
Information: Visualized shift schedules, employee assignments.
Decision: Optimal shift assignments, adjustments to meet staffing requirements.

2. Time Clock Module:

Clocking in and out should not be a hassle, and with our Time Clock Module, it is anything but. Think of it as your trusty timekeeping sidekick. Whether you are using the mobile app or punching in at work, it is simple and straightforward. Best part? It synchronizes seamlessly with our payroll system, making sure everyone gets paid accurately and on time. Say goodbye to manual time tracking with Homebase's Time Clock Module.

Main Features:
Clock in and out functionality for accurate tracking of hours worked.
Mobile app for convenient time tracking from anywhere.
Geolocation tracking to ensure employees are clocking in/out from the restaurant premises.
Integration with payroll systems for streamlined payroll processing.

Process and Capability Alignment:
Aligns with Everest Cuisine's need for accurate tracking of employee hours worked for payroll processing.
Ensures compliance with labor regulations by accurately recording employee work hours.
Provides managers with real-time insights into employee attendance and punctuality.

Data → Information → Decision Flow:
Data: Employee clock-in/out times, work hours.
Information: Attendance reports, employee punctuality.
Decision: Payroll processing, scheduling adjustments based on attendance patterns.

3. Team Communication Module:

Communication is the glue that holds our team together, and our Team Communication Module makes it a breeze. It is like having a direct line to everyone on the team, all in one place. Do you need to swap shifts or share important updates? Just shoot a message.

Main Features:
Messaging features for instant communication between managers and staff.
Announcement functionality to relay important updates or news to the entire team.
Shift change notifications to inform employees of any scheduling adjustments.
Integration with scheduling module for seamless communication regarding shift assignments.

Process and Capability Alignment:
Aligns with Everest Cuisine's need for effective communication among team members to coordinate tasks and relay essential information.
Facilitates quick communication regarding shift changes, updates, or inquiries.
Improves overall team collaboration and coordination, leading to enhanced operational efficiency.

Data → Information → Decision Flow:
Data: Shift schedules, employee availability, messages.
Information: Shift change notifications, announcements.

Decision: Prompt response to shift change requests, dissemination of important updates, coordination of tasks among team members.

4. Labour Cost Management Module:

Homebase's Labour Cost Management Module simplifies cost control and profitability. Designed to provide insights into staffing expenses, it helps managers make informed decisions about resource allocation. With analysis tools and integration with revenue data, you can optimize costs without compromising on quality. Say goodbye to guesswork and hello to smarter monetary management with Homebase's Labour Cost Management Module.

Main Features:
Tracking of labor expenses associated with scheduling and staffing.
Analysis of labor costs against revenue to monitor profitability.
Insights into labor cost trends and patterns for informed decision-making.
Optimization tools to adjust staffing levels and control labor costs.

Process and Capability Alignment:
Aligns with Everest Cuisine's need for effective management of labor costs to maximize profitability.
Provides visibility into labor expenses and helps identify areas for cost reduction.
Supports data-driven decision-making regarding scheduling, staffing, and resource allocation.

Data → Information → Decision Flow:
Data: Employee wages, scheduled hours, revenue data.
Information: Labor cost reports, profitability analysis.
Decision: Adjustments to scheduling and staffing levels to optimize labor costs, implementation of cost reduction strategies based on data-driven insights.