

PROJECT BUSINESS CASE

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| Project Name | SICREUQ BV – CARLEON EUROPE BV | | |
| Project Participants | Anna, Izabella, Gijs, Sjoerd, Tan Quang, Yazan. | Project Owner | Marco Hormes |
| Date of Project Approval | Week 18 of this semester. | Last Revision Date | Week 18 of this semester. |
| Contribution to Business Strategy | The main purpose of our plan in this project is to find a proper way to optimize the process of invoicing as well as the current working method of employees. Within the accounting platform (Exact) applied, it will ensure all the data is centred between departments, the process then will be more automatic. Therefore, the delay in invoicing and payment process is expected to be improved. | | |
| Options Considered | <ul style="list-style-type: none">• Additional staff for finance department• Put more pressure old payments• Streamline and automate the monthly payment process using advanced functions in Exact.• Streamline the supplier selection process | | |
| Benefits | Process of invoicing is optimised. <ul style="list-style-type: none">• Accounting, financial process will be automated and integrated → reduce the workload for employees• Data becomes more accurate → avoid errors in customer invoices• Interval between sending invoices to customers and get payments from them is shortened → pay for suppliers on time | | |
| Timescales | As employees are not familiar with Exact, it will take approximately 6 months for testing and implementation | | |
| Costs | Software team = €13,152 Software subscription = €979 Workshops =cost undefined | | |

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| | Total = €14,131 |
| Return on Investments | <p>Due to a lack of information a calculation on the ROI will be omitted in favour of a description of how the company will get their investment back.</p> <p>This project has the goal of granting Carleon insight in their money streams. By granting this insight, Carleon will be able to take the necessary action to retrieve the money that is currently being lost in the payment process. Via this way it is up to Carleon to send debt collectors or take other precautionary measures to prevent the current situation from occurring again. With the advised changes Carleon can ensure that they will receive their money sooner instead of having to wait for the client to pay. Carleon will start making the money for this project back when they start seeing the open payments come in.</p> |
| Risks | <ul style="list-style-type: none"> – Project does not meet the client's needs. – Risk of not submitting the project on time. – Risk of not having enough information. – Performance risk. |