

Project Charter

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Introduction

The main goal of this project is to automate Saku Brewery's supply chain reporting and monitoring process. Saku Brewery is a subsidiary of Carlsberg Group. Because the company has hundreds of SKUs of products and 100 million litres of annual production, the data can be hard to analyse without visualization and Power BI capabilities.

The process used to be manual labour, taking data from database, manually analysing in the excel and presenting conclusions. With automatized process, the data flows from company database into BI dashboard. This enables savings in manual labour, adds visualization capability in presenting conclusions in staff meetings and enables quick dive through into the business drivers that are important. Also, with Power BI, the Saku Brewery's employees in supply chain and all the way to higher management levels can easily in one slide see the key changes, due to Power BI's superb data visualization power.

At the end of the project, Saku's supply chain management accounting can highly benefit from this automatization and visualization add-on.

Scope

Develop a dashboard in Power BI with overview of supply chain planning primary KPIs.

Deliverables

- Project charter
- Requirements specification
- Architecture specification
- User guide
- Final dashboard

Schedule

- Work breakdown
 - Initial data is needed from Supply chain department, with the help of business analyst
 - The Business analyst or IT person builds, tests and validates the database in estimated time of one week
 - Afterwards monthly, quarterly or annual checks with business analyst and the supply chain department can be made to check the project and if any additions are needed

Resources

Internal company resources

- Manpower
- Hardware and Software
 - Power BI licence (company already has the licence)

Estimations

- Estimation for project time is 40 hours for one business analyst or IT person, who knows how to operate Power BI. Business resources are requested for definition of data and key KPIs, when needed

Organization/roles and responsibilities

- Team formation and structure
 - IT lead
 - Business analyst
 - Supply Chain lead
- Management reporting

Risk Management

For this project the key risk is that data is not correct or that it would be wrongly calculated. When performing dashboard construction, the analyst and the team must be sure that the base information is correct, because once the dashboard is ready it takes away the need to check back on the real data so often. In real life use, the connections between company database and Power BI must be smooth. If the connection is not smooth and the dashboard does not work in wanted way, the project has lost its utility value.

Out of scope

- For this project, our source of data is from excel file distributed to us
- When in direct Saku Brewery use, the data comes directly from database