

# Managers' Weekly Report & QA Metrics

Work Beginning: 26/05/2014	Work Summary	<ul style="list-style-type: none"> <li>Finished formatting 1 recipe into xml format</li> <li>Completed work on the Financial Summary and submitted.</li> <li>Final product price decided.</li> <li>Created remaining GUI images for playback bar and home button.</li> <li></li> </ul>
	Issues	
Work Beginning: 02/06/2014	Work Plan	<ul style="list-style-type: none"> <li>Begin content for HTML Tour</li> <li>Finish coding testing classes for errorhandler.</li> <li>Finish surveys and prepare for distribution.</li> <li>Create tutorial video or tooltips for product instead of a user manual</li> </ul>
	Issues	

Metric	How measured	Achieved (Yes/No with Comments)
Assets turnover.	Sales/Average total assets. Measure the efficiency of the company's use of its money.	Yes
Economic value added.	Net operating profit after taxes – cost. Help determine created value.	See Business Plan.
Debt to equity ratio.	Debit/Equity. Limit the ratio to less than 1 helps earn profit.	See Business Plan
Return on Investment (ROI).	Optimise the efficiency at each stage.	Yes
Total Cost of Ownership (TCO).	Consider all costs, including energy, training, maintenance, rent etc.	Yes – see most recent financial report (3)
Finance	Deliverables submitted as timetabled and	Yes

Deadlines met.	recorded.	
Financial Business Plan and financial as desired.	Holding review meetings with deputy finance manager and Sales & Marketing Manager to make sure business plans and financial are up to the standard required.	Yes – weekly meetings and daily coding sessions.
Contribution towards and Sales and Marketing or the product	Holding review meetings with deputy finance manager and Sales & Marketing Manager to make sure business plans and financial are up to the standard required.	Yes – the sale presentation is beginning to take form. Surveys are to written and distributed. Final product price to be concluded.
Weekly timesheets completed	Number of completed timesheets received / number expected	Yes