

Managers' Weekly Report & QA Metrics

Work Beginning: 10/03/2014	Work Summary	<ol style="list-style-type: none"> 1. Gain feedback from Tony Ward and implement the changes advised 2. Finance departmental meeting on the tasks to cover over Easter regarding financial report 3 and the final financial report 3. Sign Off time-sheets 4. Progression on my sector of coding with my coding pair James Oatley. 5. Attending group meeting and budgeting working hours for over Easter with the entire group
	Issues	<ol style="list-style-type: none"> 1. Deputy finance manager unable to attend the meeting on Monday 10/03/2014 to discuss financial report 2. Attended the talk with Tony Ward with Zayyad Tagwai instead for the feedback on the financial report 3. Timesheets not being handed in on time 4. Groups being divided due to Easter break, However no issues with new pairings
Work Beginning: 17/03/2014	Work Plan	<ol style="list-style-type: none"> 1. Finish/continue coding in pairs 2. Work on financial report III 3. Work on the Final financial report 4. Sign off timesheets 5. Ask Tony Ward about the comments on his feedback in more detail
	Issues	

Metric	How measured	Achieved (Yes/No with
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		Comments)
Assets turnover.	Sales/Average total assets. Measure the efficiency of the company's use of its money.	Yes – after the Investor accepted the asking price, we will now monitor the efficiency of the money being used in the company.
Economic value added.	Net operating profit after taxes – cost. Help determine created value.	Yes- after the Investor accepted the asking price, we will now monitor the efficiency of the money being used in the company.
Debt to equity ratio.	Debit/Equity. Limit the ratio to less than 1 helps earn profit.	Yes
Return on Investment (ROI).	Optimise the efficiency at each stage.	Having 6hrs a week as the flat labor rate over Easter, should ensure enough time to get sufficient work completed in time. This will be analysed on the timesheets handed in on the first week of Easter.
Total Cost of Ownership (TCO).	Consider all costs, including energy, training, maintenance, rent etc.	Yes
Finance Deadlines met.	Deliverables submitted as timetabled and recorded.	Yes
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.	No -There are meetings being held however some individuals do not attend nor do they let me know in advance
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
Weekly timesheets completed	Number of completed timesheets received / number expected	Timesheets are not being handed in on time by many individuals