

# Managers' Weekly Report & QA Metrics

Work Beginning: 24/03/2014	Work Summary	<ol style="list-style-type: none"> <li>1. Work on financial report III</li> <li>2. Research on constructing the final financial report</li> <li>3. Weekly meeting with the group</li> </ol>
	Issues	<ol style="list-style-type: none"> <li>1. Some members of the group unable to attend meetings</li> <li>2. Unable to get in contact with Tony Ward about the feedback</li> <li>3. Unable to get in touch with the members in the finance department</li> </ol>
Work Beginning: 31/03/2014	Work Plan	<ol style="list-style-type: none"> <li>1. Continue constructing financial report 3</li> <li>2. Get in touch with Tony Ward for more information on the feedback</li> </ol>
	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.	Yes
Debt to equity ratio.	Debit/Equity. Limit the ratio to less than 1 helps earn	Yes

	profit.	
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
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.	Yes – However would like more input from other members in the finance department
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	Yes, - Some member (in software team are working overtime during Easter week 1 and 2, however the budget still balances out with the other team member's workload at this moment in time.