# Managers’ Weekly Report & QA Metrics

|  |  |  |
| --- | --- | --- |
| Work Beginning: 24/03/2014 | Work Summary | 1. Work on financial report III 2. Research on constructing the final financial report 3. Weekly meeting with the financial group |
| Issues | 1. Some members of the group unable to attend meetings 2. Unable to get in contact with Tony Ward about the feedback |
| Work Beginning: 31/03/2014 | Work Plan | 1. Continue constructing financial report 3 2. Get in touch with Tony Ward for more information on the feedback 3. Start planning out the final financial summer report |
| 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 profit. | Yes |
| 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. |