# Managers’ Weekly Report & QA Metrics

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| Work Beginning: 26/05/2014 | Work Summary | 1. Submission of Summary Financial Report 2. Weekly meeting with the financial group 3. Weekly meeting with the entire group 4. Coding completed for iteration 6 with James Oatley 5. Work done for the revised business plan |
| Issues |  |
| Work Beginning: 02/06/2014 | Work Plan |  |
| Issues |  |

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| **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. | We are currently in some debt due to the final production of sales, however we aim to breakeven in due course. |
| 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 –and ready for submission |
| 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. | Final Product Sales Presentation. Working towards the marketing and also the financial aspects of the presentation |
| Weekly timesheets completed | Number of completed timesheets received / number expected | Yes, all is ready and up to date date for the submission |