# Managers’ Weekly Report & QA Metrics

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| Work Beginning: 21/04/2014 | Work Summary | * Met finance manager to discuss upcoming deadlines * Met with a member of software team to overcome integration issues |
| Issues | * Integration problems * Need all recent timesheets |
| Work Beginning: 28/04/2014 | Work Plan | * Complete Business plan * Complete iteration before the deadline |
| 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 – we broke even with the module purchase and selling. No product sales due to incomplete product |
| Economic value added. | Net operating profit after taxes – cost.  Help determine created value. | n/a |
| Debt to equity ratio. | Debit/Equity.  Limit the ratio to less than 1 helps earn profit. | Yes – still members working overtime but should balance out |
| 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 – this is all documented (past and future figures) in the financial report |
| 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 - now online using Fuze |
| 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. | No – there has been no progress in the marketing side as this is still unnecessary at this stage. Had a successful meeting with the finance manager to review outstanding tasks |
| Weekly timesheets completed | Number of completed timesheets received / number expected | Yes – some members just needed a reminder |