# Managers’ Weekly Report & QA Metrics

|  |  |  |
| --- | --- | --- |
| Work Beginning: 12/05/2014 | Work Summary | * Content finished for 1 soup (images) and 1 video of ‘chopping an onion’ * Images are being designed and constructed for buttons and background etc… of final product to make look ‘shiny’ * Continue compiling content for the final product (text, images and video for recipes and kitchen basics) * Continue formatting the received recipes into xml format |
| Issues | * Problems with audio handler tests and stopping the audio playing beyond the first slide transition |
| Work Beginning: 19/05/2014 | Work Plan | * HTML Tour template * Begin content for HTML Tour * Finish outstanding issues in coding. * Continue compiling and formatting content for product from Chef (Jim Dee) |
| 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. | See Business Plan. |
| Debt to equity ratio. | Debit/Equity.  Limit the ratio to less than 1 helps earn 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 – see most recent financial report (3) |
| 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 – weekly meetings and daily coding sessions. |
| 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 – the sale presentation is beginning to take form. |
| Weekly timesheets completed | Number of completed timesheets received / number expected | Yes |