Technical Document – Revamp Business Requirement Document

1. Project Overview

This project is US laundry based. The document provides an in-depth analysis of the **re-engineered business process for financial reporting within the Scamper system**. The initiative aimed to streamline financial data management, automate reconciliation processes, and enhance decision-making through an integrated reporting solution. The project involved **analyzing existing financial tools, identifying inefficiencies, and developing a modern data warehouse and reporting framework**.

The key objectives of this project were:

- Automate reconciliation between payouts and transactions.
- Improve financial reporting accuracy and efficiency.
- Develop a centralized data warehouse for seamless data retrieval.
- Integrate a user-friendly reporting tool such as Tableau or PowerBI.
- Enable real-time insights for informed financial decision-making.

2. Problem Statement

Challenges Before Implementation:

Prior to implementing this solution, financial reporting faced multiple challenges:

- **Data Gaps:** Incomplete raw data within the Scamper system led to inaccurate reporting.
- **Manual Reconciliation:** Subtotal and total calculations were performed manually.
- **Limited Franchise P&L Tracking:** Lack of detailed financial insights at a franchise level.
- **SAGE vs. Scamper Discrepancies:** Inconsistencies between different financial tools.
- **Difficulty in Historical Data Access:** Retrieving past financial records was cumbersome.

3. As-Is vs. To-Be State

As-Is State (Before Implementation):

- Reports generated from Scamper had missing financial details.
- Manual reconciliation and subtotal calculations increased processing time.
- Financial decision-making was hindered by limited data insights.
- Correlation between SAGE and Scamper data was complex and time-consuming.

To-Be State (After Implementation):

- **Automated Reconciliation** between payouts and transactions.
- **Enhanced Data Completeness** in financial reports.
- **Centralized Data Warehouse** for efficient data retrieval and analysis.
- **Real-Time Insights** powered by advanced reporting tools like Tableau or PowerBI.
- **Franchise-Level P&L Tracking** for detailed financial performance assessment.

4. Solution Provided

The business process re-engineering initiative introduced a structured and automated reporting system. The core components included:

- **Reverse Engineering the Scamper System:** Identified data gaps and restructured reports.
- **Data Warehouse Implementation:** Integrated historical and real-time data into a single repository.
- **Automated Reconciliation Mechanism:** Eliminated manual efforts for subtotal and total calculations.
- **Reporting Tool Integration:** Leveraged Tableau or PowerBI for interactive dashboards.
- **Optimized Financial Data Extraction:** Ensured correlation between SAGE and Scamper data.

5. Technology Stack

Data Management & Processing:

- MySQL (Data Storage)
- ETL Pipelines (Data Extraction & Transformation)
- AWS Data Warehousing Services

Reporting & Visualization:

- Tableau / PowerBI
- Python for Data Processing
- SQL for Query Optimization

Automation & Integration:

- API Integrations between SAGE & Scamper
- Automated Financial Data Reconciliation Tools

6. Implementation Strategy

- **System Analysis & Reverse Engineering:** Conducted an in-depth review of existing reports and processes.
- **Data Standardization:** Aligned financial reporting structure across all tools.
- **Automated Reporting Mechanism:** Implemented real-time reconciliation processes.
- **Incremental Development & Testing:** Agile methodology with iterative testing phases.
- **Deployment & User Training:** Ensured seamless adoption by the finance team.

7. Key Functionalities

- **Automated Payout vs. Transaction Reconciliation.**
- **Franchise-Wise P&L Insights.**
- **Real-Time Financial Dashboard for Business Users.**
- **Correlation of Historical Data from SAGE & Scamper.**
- **Customizable Reports with Advanced Filtering Options.**

8. Process Flows & Diagrams

Reconciliation Workflow:

1. **Data Extraction:** Pull transaction data from Scamper and payout details from SAGE.
2. **Data Processing:** Cleanse, standardize, and aggregate the extracted data.
3. **Automated Matching:** Identify mismatches and flag discrepancies.
4. **Financial Reporting:** Display results through Tableau/PowerBI dashboards.
5. **Decision Making:** Finance team analyzes reports to drive strategic actions.

(*Detailed process flow diagrams to be included here.*)

9. Challenges & Mitigations

Challenges Faced:

- **Data Inconsistencies:** Variations between SAGE and Scamper financial records.
- **Manual Dependency:** High reliance on manual calculations and adjustments.
- **Scalability Concerns:** Managing large volumes of historical financial data.
- **User Adoption & Training:** Ensuring a smooth transition to the new system.

Mitigation Strategies:

- Implemented **data validation and cleansing mechanisms** to align financial records.
- Developed **fully automated subtotal calculations** to eliminate human errors.
- Designed a **scalable data warehouse** with cloud-based storage solutions.
- Conducted **comprehensive training sessions** for the finance team.

10. Lessons Learned & Future Scope

Lessons Learned:

- **Data Integrity is Key:** Ensuring accuracy across all financial tools is crucial for reliability.
- **Automation Saves Time:** Reducing manual intervention leads to greater efficiency.
- **User Training is Essential:** Adoption of new systems requires continuous education.

Future Scope:

- **Integration with AI-Powered Financial Forecasting Tools.**
- **Expansion of Reporting Capabilities to Cover Additional Business Metrics.**
- **Enhancement of Real-Time Data Syncing Between SAGE & Scamper.**
- **Advanced Predictive Analytics for Finance Team Decision Support.**
