

Departmental Action Plan Template

Student Name: Charlie Garrett

Class & Student Number: N344-05

Academy Week (Var II):

Current situation or challenge you want to address: (must be quantifiable)

One of our biggest issues right now with New Vehicles is we have too many vehicles on the lot and we aren't stocking what we are selling.

Overall Objective and **Specific** Desired Results:

I am going to create a google doc that measures our past sales and will give me a number of each vehicle that we should have on the lot at all times. This will help with ordering the right vehicles and making sure we have the right mix.

Describe your action plan in detail (be specific and include before and after **Measurements**)

I am going to make a Google doc that looks back to the start of the year and tells us what we have sold and what our avg front gross and f&l is on the vehicles we sold. From there I am going to link the amount of vehicles sold in the year and divide it by the number of months we are at, then times it by 4 (because we think a 4 month supply is an ideal number for our dealership). This is going to also have the color info, trim info and days supply of the vehicles so we can see which vehicles we are doing best with and gives us more insight on which vehicle we would like to order.

Timeline:

Describe specific short term and long term checkpoints to monitor progress

I have already create a document like this for our Used vehicle inventory and I have started this one as well, so I hope to have this done by the end of August. Long term I plan to update it every month so it is a continuous inventory analysis

Meeting with Stakeholders (dealership personnel)

Describe what behavior change is needed to support desired goal. Address required coaching, training and/or consequences (PINO, Gain, Pain). Include timelines / Accountability / Monitoring process

- a. Who: This will be handled by me and our new car manager as far as updating the sheet and ordering the right vehicles
- b. What: Have a continuous Inventory Analysis to help us with ordering the right vehicles
- c. By When: The end of August
- d. How: By looking at historical data and putting it into the google doc

Dealer agreement:

If you need your sponsors support or approval to implement your plan, have it signed off before you start. If you can proceed on your own, present this action plan to your sponsor before next class. Describe the meeting:

The meeting went well. I already have a document like this for our used inventory so they liked the idea of us doing it for new as well