

PARTS HOMEWORK – ACTION PLAN

S Specific **M** Measurable **A** Achievable **R** Relevant **T** Time bound

What is your goal? What do you want to achieve? From what metric? To what metric? By what date?
 Example: "I will decrease my 5K run time from 30 minutes to 21 minutes by June 15."

S M T

To improve profits and the accounting process to reflect the proper account of company assets, using the Parts + Service Statement P.O system and RETURNS. Reconcile, with Accounting office monthly. Research and discrepancies immediately. This can and will be accomplished by July 31ST.

How does this goal align with or support your dealer's vision?

What are the BENEFITS of achieving your goal? What are the CONSEQUENCES if you don't?

Why is this goal important to you?

R

These processes will ensure parts inventory is accurate and the investment in them does not create financial loss for the dealership. It will also create more gross profit by having the right parts on hand and not duplicating the inventory. Improper management of the inventory assets is like stealing from the company. This is important for good healthy growth for me and the company and the bottom line.

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How will you track your progress? Where will you find the information? How often will you check in?

S M A T

Using the Dynamic Reporting Dashboard tracking Sales Gross %, Inventory movement, and all special order parts.
This will be done daily and Reconciled monthly.

Potential Obstacles?

A

Making sure paperwork is missing and parts being taken in before received.

Potential Solutions?

A

Making sure nothing leaves parts department without being accounted for.

BOTTOM LINE! What is the financial impact (expressed in dollars) of achieving your goal?

S M R T

Providing best practices to ensure that the inventory is accounted for \$183,302. Know what's available at all times, and carry the right inventory.

CONGRATULATIONS! You've accomplished your goal! You added or adjusted policies, procedures, and behaviors. Now what? How will you ensure you and your staff do not fall back into the previous habits that produced poor results? Be specific.

S A

It's a team effort and everyone will need to follow the process's set forth and enjoy good CSE and the rewards of being profitable.