

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**

We will reduce our obsolescence from 16% to 5% by February 28, 2021.

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

This goal is important because we have way too much money tied up in obsolete parts, \$91,640. My dealer's vision is to align the parts department with the NADA guides in every single category, so it is imperative that we bring that percentage down to less than 5%. The benefits of achieving this goal would be potentially \$91,000 in cash to invest in other parts of the dealership (used cars, service department, advertising, etc.). This goal is important because the dealership simply can not afford to continue to accumulate obsolete parts.

What specific actions or steps will you take to accomplish your goal? What will you do differently or improve?
 For each, be sure to include necessary resources, who is accountable, the measurable result, and dates.



SPECIFIC ACTION/ STEP	NECESSARY RESOURCES?	WHO IS ACCOUNTABLE?	EXPECTED RESULT?	EXPECTED COMPLETION DATE?	ACTUAL COMPLETION DATE?	CHECK OFF
Get a list of all obsolete parts	DMS Report of Obsolete Parts	Parts Manager	Identification of all obsolete and	10/20/20		<input type="checkbox"/>
Organize a " garage" sale for	Advertisement on radio and FB, hot	GM & Parts Manager	Sell %50 of all obsolete parts	11/30/20		<input type="checkbox"/>
Send out list of remaining parts	List of obsolete parts	Parts Manager	Sell 25% of remaining	1/31/21		<input type="checkbox"/>
Join dealer trade network	Dealer Trade Group & List of	Parts Manager	Trade 25% of remaining	2/28/21		<input type="checkbox"/>
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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

I will track this information by keeping a daily record of our obsolete parts. I will find this information from my DMS system and parts manager.

Potential Obstacles?

A

- Garage sale may not be a huge success
- It may be tough to find a dealer network to trade parts in

Potential Solutions?

A

- Speak with several dealers who have pulled off successful garage sales and take notes from them
- Ask my classmates if they have had any success with trade networks

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

S M R T

\$91,640

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

I will check the DMS report monthly to ensure that potential obsolete parts have been noted and that a plan is in place to get rid of the parts.