

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 are going to increase our current 18.7% gross percentage to NADA guide of 22% by May 1st 2023.

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

- * Growing our presence with body shop and private repair facilities
- * Added profit for department and dealership
- * added income for parts employees



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
evaluate accts		parts mgr	chart study	01/31/2023		<input type="checkbox"/>
classify accts		parts mgr	identify	02/07/2023		<input type="checkbox"/>
action plan		parts mgr/gm	set mark up stds	02/14/2023		<input type="checkbox"/>
hire outside sales		parts mgr/gm	the right person	02/14/2023		<input type="checkbox"/>
train new hire		parts mgr	trained pro	2/28/2023		<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

We will meet every other to track process. We will keep a log of new accounts created. Use our dms for tracking the sales \$.

Potential Obstacles?

A

- *parts availability
- *having staff
- *space
- *current inventory, obsolescence

Potential Solutions?

A

- *find new suppliers for inventory
- *reduce prices on obsolescence parts
- *make sure you hire the right person

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

S M R T

at current sales levels, this increase our sales 35000 a year

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