

Departmental Action Plan

Dealership

Student Name

Academy Week

Class & Student Number

Current Situation

Overall Objective:

Proposed Timeline

Action Plan

Requirements

Meeting with Dealer:  
1. Action Proposed: Fix/Create SOP process

Meeting with stakeholder(s) (dealership personnel):  
2. Describe what is in place to support desired goal:  
People Process Accountability

Accountability: Monitoring progress:  
Who: Gary Nuttner, Dennis Kisner, Brent Hanshaw and Carla Kisner  
What: SOP process  
3. By When: 90 days  
How: accountability

Describe checkpoints that have been established to measure progress:  
Daily / Weekly / Bi-weekly / Monthly /  
4. Date(s) for review: Weekly review of all outstanding SOPs still on shelves

5. Estimated cost for implementation: 0

Projected Date of Completion:

Sponsor Signature: \_\_\_\_\_

Evaluation of Results: Include measured results. (± Metrics)

Impact Areas:

Sales / Gross / Expenses / Net Profit / CSI /

PLEASE BE ADVISED  
THIS ASSIGNMENT BY  
IT'S SELF IS WORTH 100  
POINTS.TAKE YOUR  
TIME AND GET IT  
CORRECT