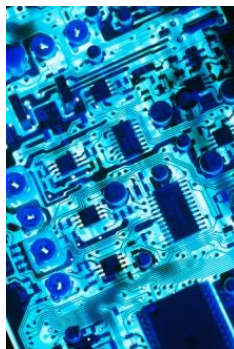


AKG Streamlines Monthly Corporate Business Review Process for a Large Defense and Industrial Manufacturer

The client used an inefficient method of generating project status reports to support the monthly Corporate Business Reviews. An AKG Consultant quickly saw a way to create a SharePoint solution to streamline the process. Timely, accurate reports are now generated quickly and easily each month to inform decision-makers and company stakeholders. In fact, data gathering efforts have been reduced from two weeks to one afternoon!

Background

Our client designs, manufactures, and builds computer-board technology for the defense, aerospace, commercial and industrial markets. The client has several different locations spread throughout the world, which used to create difficulty for information sharing. This company emphasizes constant design innovation and construction of new boards for custom use. Consequently, management needs to keep abreast of the impact of the new designs and their status in the engineering project cycle.



Challenge

Each month a Company Business Review (CBR) is held to gain insight into the status of all open engineering projects. At this review the company's executive team is shown a PowerPoint presentation that includes graphs

and charts that showcase project status, Key Performance Indicators (KPIs) and other metrics that help determine the overall status of each project.

Project Development Managers, typically engineers involved in creating the boards, traditionally organized their project data and metrics on their own individual computer files. Project-level collaboration was facilitated over email exchanges with attached files. With over 200 ongoing projects there was never a centralized location for Project Managers to store and update their project data, much less have it easily collected and compiled for the CBR.

Impact

Each month the Project Managers were required to compile metrics, risk analysis, and project indicators from multiple members of their team and send it, via email, to the Senior Program Analysts. The Senior Program Analysts would spend two weeks each month retrieving this data from all engineers, across several geographic locations, and consolidating it into Excel

spreadsheet reports for the executive team to review. The information was consistently received last minute, was incomplete, or contained errors. The direct impact on the company's business was the loss of productive time by those tasked with collecting and compiling the data on a monthly basis, as well as inaccurate company reporting. CBR time meant hassle and extra work for all involved.

Solution

One of AKG's consultants recognized that SharePoint could be used to streamline the report generation.

She created separate project development sites and templates for all existing and future projects and then designed and embedded easily extractable report views, or Scorecards, for Project Status Summary in each individual project development site.



The project site's primary purpose is to centrally locate product development data such as milestones, financials, tasks, risk analysis, and deliverables lists. This means the reporting data, previously spread out in

multiple locations with limited access, is now stored in one location. As a result, the Senior Program Analyst no longer has to individually request the needed information to create the CBR brief. All of the Product Development Managers are now required to maintain their information on the project site, so reporting metrics are now kept up-to-date in real time.

Our Consultant then created a solution that compiles these CBR metrics into a single, formatted, printable report for the CBR. With a simple click on a link, the analyst is now able to run the reports, print them if needed, and import the report screen shots into the CBR presentation. The work that once took two weeks is reduced to less than a day.

Solution Benefits

Creating the **Project Status report for the monthly CBR now only takes one afternoon**, significantly reducing the time it takes to generate the CBR reports. Having the project metrics entered in real-time by the engineers delivers accurate information sharing at review time. It is no longer a hassle for the Project Managers/Engineers to relay the information to the Senior Program Analyst; they now have an organized place to enter their project data. There is a standard process in place at the company that has been adopted. Project status information can be easily extracted and presented accurately to the rest of the company at any moment.