

BDO Dunwoody Selects ACCPAC Business Analyst Suite

BDO Dunwoody LLC, Canadian based international accounting firm (www.bdo.ca) has selected ACCPAC Business Analysis Suite as a platform for delivering extended services to its business clients. ACCPAC Business Analysis Suite combines sophisticated, yet easy-to-use, financial diagnostic software with a standardized business health assessment methodology, enabling BDO Dunwoody to provide their clients with new value and further solidify their role as a trusted business advisor.

ACCPAC Business Analysis Suite has three components:

- ACCPAC Comprehensive Financial Optimizer (CFO)
- ACCPAC Key Performance Indicators (KPI)
- ACCPAC Business Health Test (BHT)

Life Tips

You can often change things if you just change your attitude.

Driven by standard financial statement data typically reported on by public accountants for their clients, the products enable accountants to quickly identify business issues, project the impact of a wide range of elements that determine financial viability, and assess strategies for business improvement.

*For more information,
Please call*

(323) 265-3000

Lessons on High Employee Turnover

As it was stated in the July 15, 2002 *OpenAxis* news article titled "High Employee Turnover Costs a Lot," reducing the turnover will bring a lot of benefits such as less training cost, less recruiting time, more efficient operations, higher morale, less legal costs, etc.

It is very important for management to find out why the employee turnover is too high. In the typical case when disgruntled employees leave the company, management often tries to justify themselves and persuade others that their decisions are proper. They might state, "We are not wrong. That employee has been a troublemaker. We are happy because the troublemaker is gone." Consequently, the company hires a new employee to replace "the troublemaker." Thus, this incident becomes a vicious and repetitive cycle.

The most effective and powerful action is "listening" to those dissatisfied employees. Management should go to the workshops and listen to their employees with an open mind so that they can understand what makes their employees unhappy and try to solve the problems.

Wrong Management System

The wrong or careless management system is perhaps the main reason that makes employees feel displeased. This system is not working as expected—they have the wrong workflows, unnecessary movement of products, unavailable information, duplicate work, etc.

Lack of Training

The lack of adequate training for managers, foremen, employees, and secretaries causes an unpleasant work environment.

Mismatching

Sometimes, the mismatching job descriptions and employees' skills or unwillingness to learn the skills to perform better at the workplace is another reason for making the employees discontent.

There may be other reasons that make employees dissatisfied such as low or unfair monetary compensation, personal reasons, friction with other employees, etc. However, based on our recent experiences, if management listens to their employees at the workplace and take quick actions to remedy the situation, they will see a lot of happy faces in the company and the company will have loyal people.

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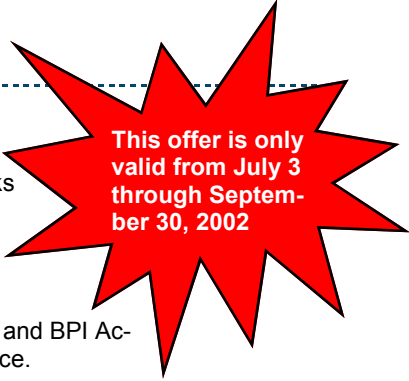
Yuji Ioriya or Hendry Sondjaja

Out-Of-This-World ACCPAC Lanpak Savings

New or existing clients who purchase new or upgrade LanPaks for ACCPAC Advantage Series can take:

- **25% off** the LanPak new or upgrade SRP in July and August.
- **10% off** the LanPak new or upgrade SRP in September.

This is a great way to save for those of you using ACCPAC Plus and BPI Accounting – get the number of users you need at an affordable price.



This offer is only valid from July 3 through September 30, 2002

At OpenAxis, we focus on the implementation of IT solutions for small- and medium-sized businesses.

We provide management and computer consulting services by identifying issues, implementing solutions, and managing all your IT needs.

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Start Planning Your Production Today (Part II)

Good production planning, as previously mentioned in the first part of this article (OpenAxis Newsletter August 1, 2002 issue), can minimize factory operation cost and bring your inventory turnover down to an acceptable level. This second part of the article will mainly discuss about how we can materialize a production plan and reap the benefit of such regular planning.

Through our implementations, we learn that in order to achieve our objective we have to have a good combination of manufacturing solution and the people who will be using it. A decent manufacturing solution should at least provides you with the capability to generate production

orders and raw material purchase orders. A good one will provide you with additional features, such as Production Scheduling and MRP (Materials Requirement Planning). On the other hand, qualified production manager should be able to utilize these tools to establish periodical production plan.

Steps you need to follow to establish a production plan:

- Select the best fit manufacturing solution for your business.
- Hire a highly-qualified production manager to oversee the entire production department.
- Have all necessary information set up and properly maintained in your manufacturing solution, such as assembly lead time, purchase order lead time, inventory level (min, max, and reorder), and complete and accurate bills of material.
- Obtain and prepare a summary of forecasted order demand and regular orders for the time frame which we create a production schedule for. For some companies in certain industries, it is almost impossible to forecast the demand for three months ahead. In the case of such companies, they can establish production and purchasing scheduling for a shorter time frame, say one month.
- Create a production schedule for the specified time frame and input all known future production orders based on the forecasted order demand summary.
- Utilize MRP feature of your manufacturing solution to automatically recommend and generate production order and purchasing schedules to fulfill the requirements based on JIT (Just-In-Time) inventory management model.
- Review and revise your production plan once a month.



‘Lower operation expense and lower inventory level are two of the keys to achieve a manufacturing firm’s ultimate goal- to make money.’

Following the steps above seems like an easy task. However, when it comes to the actual implementation, it is a quite complex and time-consuming work. It requires discipline and dedication from your production staff as well as full cooperation from the other departments. However, we know that the benefit to the overall operation would definitely justify the time and effort we spend on establishing production plan.

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Ask our specialists and they can answer you on this newsletter.