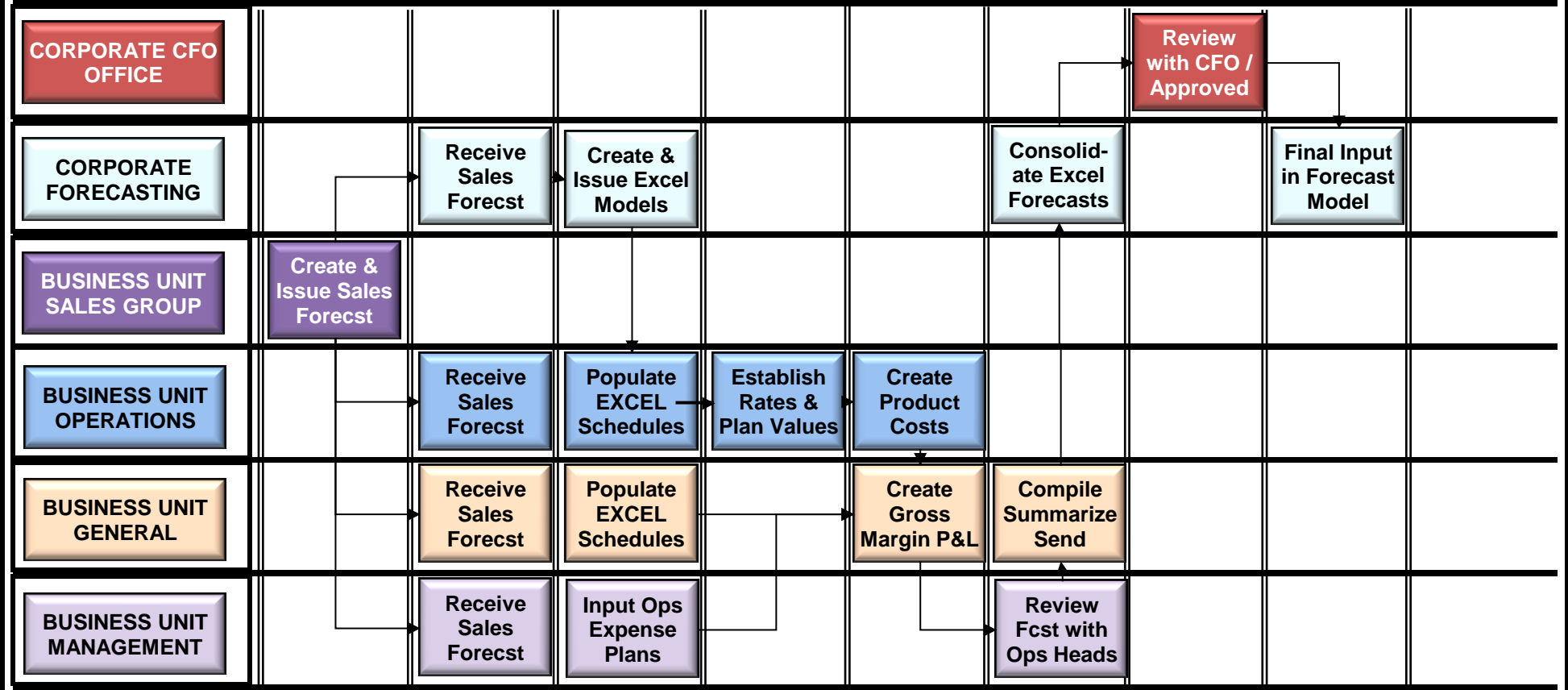


<b>PROCESS MAP</b>	<b>FUNCTIONAL AREA: MULTIPLE</b>					<b>PROJECT: N/A</b>		
	<b>CRITICAL PROCESS: FORECASTING PROCESS</b>					<b>DATE: 6/30</b>		
	<b>WORK DAY ONE</b>	<b>WORK DAY TWO</b>	<b>WORK DAY THREE</b>	<b>WORK DAY FOUR</b>	<b>WORK DAY FIVE</b>	<b>WORK DAY SIX</b>	<b>WORK DAY SEVEN</b>	<b>WORK DAY EIGHT</b>

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**COSTS PER HOUR: INCLUDES ALL PROCESS COSTS: DIRECT COMPENSATION, OFFICE EXPENSES, COMPUTERS, OVERHEAD / ANNUAL MANHOURS**

<b>TOTAL TIME (HOURS)</b>	8	2	8	6	6	8	8	4	<b>50</b>
<b>TOTAL MANHOURS</b>	16	8	24	60	24	24	16	40	<b>212</b>
<b>TOTAL BU SPEND COST/HR</b>	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	<b>\$175.00</b>
<b>TOTAL SPEND</b>	<b>\$2,800</b>	<b>\$1,400</b>	<b>\$4,200</b>	<b>\$10,500</b>	<b>\$4,200</b>	<b>\$4,200</b>	<b>\$2,800</b>	<b>\$7,000</b>	<b>\$37,100</b>

PROCESS MAP	FUNCTIONAL AREAS: CROSS FUNCTIONAL				PROJECT: MAPPING	
	CRITICAL PROCESS: SMALL ORDER PROCESSING				DATE: 30-Jun	
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FUNCTIONAL AREAS	AVERAGE 10 MINUTES PER ORDER	IMMEDIATE: COMPUTER GENERATED	IMMEDIATE: COMPUTER GENERATED	AVERAGE 12.5 MINUTES PER ORDER	AVERAGE 5 MINUTES PER ORDER	TOTAL TIME / PER ORDER
WHAREHOUSING FUNCTIONS		CREATE SHIPPING ORDER	COMPILE & SCHEDULE ORDERS	PICK & PACK Less than Pallet ORDER = 12.5 MINUTES	DELIVER ORDERS TO STAGING = 10 MINUTES	
SHIPPING FUNCTIONS			SCHEDULE SHIPPING		SHIP & RECORD ORDER = 5 MINUTES	
CUSTOMER SERVICE ORDER ENTRY GROUP	ENTER ORDER = 5 MINUTES					
FINANCE GROUPS	CREDIT CHECK = 5 MINUTES				GENERATE INVOICE = IMMEDIATE	
COSTS PER HOUR: INCLUDES ALL PROCESS COSTS: DIRECT COMPENSATION, OFFICE EXPENSES, COMPUTERS, OVERHEAD / ANNUAL MANHOURS						TOTALS
TOTAL AVERAGE TIMES	10 MINUTES	AUTOMATIC	AUTOMATIC	12.5 MINUTES	5 MINUTES	27.5 MINUTES
TOTAL COST PER HOUR	\$30.00 / HOUR			\$24.00 / HOUR	\$15.00 / HOUR	
COST / PER	\$5.00 / ORDER			\$5.00 / ORDER	\$3.75 / ORDER	<b>\$13.75 / ORDER</b>





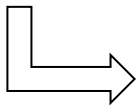
# SELF-GUIDED REENGINEERING PROCESS ANALYSIS QUESTIONS

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## WHO does WHAT, WHEN, WHERE, for HOW LONG & HOW OFTEN?

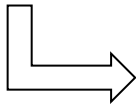
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Factors:	Defined as:
Who	Person or Persons
What	Specific Task or Tasks
When	At what time(s) during the Business Cycle
Where	Where is the work physically done & how many instances
How Long	What is the cycle time (versus the elapsed time)
How Often	What is the frequency of this task/action
	How do you know when or that the work is completed



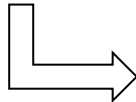
### Dependencies (From)

- Departments
- Electronic Reports
- Hardcopy Reports
- Systems
- Frequency
- Quality



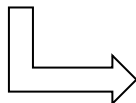
### Departmental Inputs

- Data Feeds
- Nature / Integrity of Data
- Analyses
- Processes



### Conversion Tools

- Excel
- Access
- Powerpoint
- Main ERP



### Handoffs (To)

- Departments
- Electronic Reports
- Hardcopy Reports
- Systems
- Frequency
- Quality