



## Business Tools

### Does this sound all too familiar?

- Projecting margins and cash flow management is a constant challenge.
- Graphic production is always at a loss with how to optimize their output; we just can't see release approvals in our pipeline.
- Determining workloads when evaluating a new opportunity takes way more time than we have.
- If I had better visibility of my vendor spend I feel I could leverage that for better pricing.



### What's in it for me?

A better result on the OP Income line and a more restful night's sleep.



# Tighter margins and customer demand to manage cost requires visibility.



## Business Tools

E-Info offers a broad spectrum of reporting capabilities tailored to your and your client's needs. After all the client's need is yours is it not? So stop looking at your business or your customers through a keyhole. Without one extra keystroke you can now see all the activity of your business rolled up. You can offer the same set of powerful business tool to your customers.

- Track your customers entire program from a single screen., drill down to see the under laying cause of any issue
- Look at division and SBU independent or in a roll up and share this visibility as a value add with your customers.
- View all team member workloads for a project
- See which AE is delivering on the GM line

**Revenue Forecast by AE**

Month	Forecast	Actual	Variance
2009-01	1,234,567	1,234,567	0
2009-02	1,234,567	1,234,567	0
2009-03	1,234,567	1,234,567	0
2009-04	1,234,567	1,234,567	0
2009-05	1,234,567	1,234,567	0
2009-06	1,234,567	1,234,567	0
2009-07	1,234,567	1,234,567	0
2009-08	1,234,567	1,234,567	0
2009-09	1,234,567	1,234,567	0
2009-10	1,234,567	1,234,567	0
2009-11	1,234,567	1,234,567	0
2009-12	1,234,567	1,234,567	0
<b>Totals</b>	<b>12,345,678</b>	<b>12,345,678</b>	<b>0</b>

**Program Budget Summary Report for Scenic Windows**

Proj #	Ref. Code	Status	Project	Open	Close	Projected	Budget	Final	Actual	Final	Committed	Variance
09-22790	SW09-014	Closed	Decorating International	01/07/2009	01/09/2009	\$235,000.00	\$276,660.00		\$262,518.34		\$262,518.34	(\$27,518.34)
09-22689	SW09-004	Closed	Window On the World	03/03/2009	03/06/2009	\$225,000.00	\$219,850.71		\$218,640.28		\$218,640.28	\$6,359.72
09-22313	SW09-027	Closed	VIP Open House @ HQ	06/22/2009	06/26/2009	\$225,000.00	\$184,184.00		\$82,840.00		\$184,184.00	\$40,816.00
09-22761	SW09-017	Closed	Home Improvement Spring	07/13/2009	07/16/2009	\$210,000.00	\$134,946.29		\$7,800.00		\$210,000.00	\$0.00
T-22785	SW09-034	Involved	DYI National Expo	07/20/2009	07/23/2009	\$87,000.00	\$33,100.00		\$30,350.00		\$87,000.00	\$0.00
T-22786	SW09-038	WIP	Home Improvement National Show	09/14/2009	09/16/2009	\$75,000.00	\$10,282.50		\$18,282.50		\$75,000.00	\$0.00
T-22098	SW09-6767	Design/Estimating	National Open Window Show	11/03/2009	11/06/2009	\$400,000.00	\$104.00		\$0.00		\$400,000.00	\$0.00
T-23527	SW09-6767	Design/Estimating	High Design	12/09/2009	12/12/2009	\$150,000.00	\$0.00		\$0.00		\$150,000.00	\$0.00
<b>Totals</b>						<b>\$1,607,000.00</b>	<b>\$667,127.50</b>		<b>\$620,431.12</b>		<b>\$1,587,342.62</b>	<b>\$19,657.38</b>

  

Proj #	Ref. Code	Status	Project	Open	Close	Projected	Budget	Final	Actual	Final	Committed	Variance
09-22730	PO09-132	Involved	National Assoc. of Home Builders	04/02/2009	04/05/2009	\$275,000.00	\$149,789.00		\$55,000.00		\$275,000.00	\$0.00
T-23519	PO09-374	Forecasted	Chicago Land Home Owner Show	11/06/2009	11/06/2009	\$50,000.00	\$0.00		\$0.00		\$50,000.00	\$0.00
T-23520	PO09-673	Forecasted	Lexington Decorator Show	11/20/2009	11/22/2009	\$60,000.00	\$0.00		\$0.00		\$60,000.00	\$0.00
<b>Totals</b>						<b>\$385,000.00</b>	<b>\$149,789.00</b>		<b>\$55,000.00</b>		<b>\$385,000.00</b>	<b>\$0.00</b>



Be proactive, look over the horizon, it is **THE** insurance you have to have.



## Business Tools

Managing an exhibit house is unlike any manufacturing company. You aren't a production line, you are juggling a giant model shop. Everything is a one of a kind, must ship by! You don't control delivery dates or order placement requirements. If you can't see everything around you in motion you are apt to spin out of control.

- See the pipeline. Is it full, what is happening where & when. Can you squeeze another job into the pipe
- Need to see where your personal are, how well an employee did in meeting workload demand
- Provide your client a view of their total spend by category . Look at estimating accuracies to better manage future budgets.
- View ready to invoice, shipped or closed Project status

**Budget by Section Summary**

Section	Budget	Actual	Variance
Division: Creative Productions	20,000.00	18,000.00	2,000.00
Division: Home Windows	10,000.00	9,500.00	500.00
Division: Home Windows - 3D-Mat Displays	10,000.00	9,500.00	500.00
Division: Home Windows - Remodeling & Installation	10,000.00	9,500.00	500.00
Division: Home Windows - Set-Up & Tear-Down	10,000.00	9,500.00	500.00
Division: Home Windows - Shipping	10,000.00	9,500.00	500.00
Division: Home Windows - Sales	10,000.00	9,500.00	500.00

**Jobs In Progress**

Division: Creative Productions

Status: WIP

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City/State	Size	W/O
Scienc	T	Home Improvement National	Trade Show	Cathy Atkinson	Alan Cordell	Alan Cordell	9/7/2009	9/8/2009	9/14/2009	9/16/2009	Pittsburgh, PA	40 X 20 X 16	W/O

Status: Design/Estimating

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City/State	Size	W/O
High Tech Toys	T	IBIS - New 20X20	Trade Show	Cathy Atkinson	Alan Cordell	TSD	11/7/2009	11/12/2009	11/16/2009	11/19/2009	LV, NV	20 X 20 X 12	NO W/O
Scienc	T	National Open Window Show	Trade Show	Cathy Atkinson	Steve Hasbrou	TSD	10/26/2009	10/29/2009	11/3/2009	11/8/2009	LV, NV	40 X 60 X 24	W/O
Windows	T	25098	Trade Show	Cathy Atkinson	Alan Cordell	Alan Cordell	12/1/2009	12/3/2009	12/9/2009	12/12/2009	Las Vegas, NV	0 X 0 X 0	NO W/O

Status: Shipped/On Site

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City/State	Size	W/O
High Tech Toys	T	CES Fall 2009	Trade Show	Alan Cordell	Cathy Atkinson	Bill Allan	8/26/2009	8/30/2009	9/1/2009	9/4/2009	Las Vegas, NV	20 X 20 X 12	NO W/O
High Tech Toys	09	VIP Product Gala	Trade Show	Cathy Atkinson	Alan Cordell	Cathy Atkinson	8/27/2009	8/31/2009	9/3/2009	9/3/2009	Las Vegas, NV	60 X 60 X 22	NO W/O
High Tech Toys	09	Gadget Fair - East Coast	Trade Show	Cathy Atkinson	Alan Cordell	Key Smith	8/12/2009	8/19/2009	8/24/2009	8/28/2009	NYC, NY	40 X 40 X 16	NO W/O
High Tech Toys	T	Gadget Fair - West Coast	Trade Show	Alan Cordell	Cathy Atkinson	NH Deppes	7/29/2009	7/31/2009	8/3/2009	8/7/2009	NYC, NY	40 X 40 X 16	NO W/O





# Business Tools

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## Revenue Forecast by Month by AE

Month/Year: **2009/09**  
 Internal Division: **Creative Productions**  
 AE: **Alan Cordell**  
 Company: **High Tech Toys**

Project	Name	Status	LOB	Forecast	GM \$	Confidence
T - 22777	CES Fall 2009	Shipped/On Site	Construction	\$345,000.00	\$131,100.00	50
T - 22777	CES Fall 2009	Shipped/On Site	Show Services	\$100,000.00	\$20,000.00	100
T - 22777	CES Fall 2009	Shipped/On Site	Marketing Services	\$125,000.00	\$62,500.00	80
09-22778	VIP Product Gala	Shipped/On Site	Construction	\$17,000.00	\$6,460.00	50
09-22778	VIP Product Gala	Shipped/On Site	Show Services	\$8,000.00	\$1,600.00	100
09-22778	VIP Product Gala	Shipped/On Site	Marketing Services	\$75,000.00	\$37,500.00	100

**Group Summary:** 2009/09 - Creative Productions - Alan Cordell - High Tech Toys  
 Forecast: **670,000.00**  
 GM \$: **259,160.00**

**Group Summary:** 2009/09 - Creative Productions - Alan Cordell  
 Forecast: **670,000.00**  
 GM \$: **259,160.00**

AE: **Steve Hasbro**  
 Company: **Scenic Windows**

Project	Name	Status	LOB	Forecast	GM \$	Confidence
T - 22786	Home Improvement National Show	WIP	Construction	\$39,000.00	\$14,820.00	100
T - 22786	Home Improvement National Show	WIP	Show Services	\$14,500.00	\$2,900.00	100

**Group Summary:** 2009/09 - Creative Productions - Steve Hasbro - Scenic Windows  
 Forecast: **53,500.00**  
 GM \$: **17,720.00**

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# Business Tools

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Scenic Windows  
 #09-22315 - VIP Open House @ HQ  
 06/22/09 - 06/26/09 - Closed

Inventory | Project | Budgets | Work Order | Shipping | Forecasting | Business Tools | Administration

Budgets > Project Budget Report

Done Print/Email Export to Excel Help ?

### Program Budget Summary Report for Scenic Windows

#### Scenic Windows

Proj #	Ref. Code	Status	Project	Open	Close	Projected	Budget	Final	Actual	Final	Committed	Variance
09-22790	SW09-014	Closed	Decorating International	01/07/2009	01/09/2009	\$235,000.00	\$276,660.00	<input checked="" type="checkbox"/>	\$262,518.34	<input checked="" type="checkbox"/>	\$262,518.34	(\$27,518.34)
09-22689	SW09-004	Closed	Windows On the World	03/03/2009	03/06/2009	\$225,000.00	\$219,850.71	<input checked="" type="checkbox"/>	\$218,640.28	<input checked="" type="checkbox"/>	\$218,640.28	\$6,359.72
09-22315	SW09-027	Closed	VIP Open House @ HQ	06/22/2009	06/26/2009	\$225,000.00	\$184,184.00	<input checked="" type="checkbox"/>	\$82,840.00	<input type="checkbox"/>	\$184,184.00	\$40,816.00
09-22781	SW09-0017	Closed	Home Improvement Spring	07/13/2009	07/16/2009	\$210,000.00	\$134,946.29	<input type="checkbox"/>	\$7,800.00	<input type="checkbox"/>	\$210,000.00	\$0.00
T - 22785	SW09-034	Invoiced	DYI National Expo	07/20/2009	07/23/2009	\$87,000.00	\$33,100.00	<input type="checkbox"/>	\$30,350.00	<input type="checkbox"/>	\$87,000.00	\$0.00
T - 22786	SW09-098	WIP	Home Improvement National Show	09/14/2009	09/16/2009	\$75,000.00	\$18,282.50	<input type="checkbox"/>	\$18,282.50	<input type="checkbox"/>	\$75,000.00	\$0.00
T - 25098	SW09-6767	Design/Estimating	National Open Window Show	11/03/2009	11/08/2009	\$400,000.00	\$104.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$400,000.00	\$0.00
T - 25527	SW09-8767	Design/Estimating	High Design	12/09/2009	12/12/2009	\$150,000.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$150,000.00	\$0.00
<b>Totals</b>						\$1,607,000.00	\$867,127.50		\$620,431.12		\$1,587,342.62	\$19,657.38

#### Plush Drapes

Proj #	Ref. Code	Status	Project	Open	Close	Projected	Budget	Final	Actual	Final	Committed	Variance
09-22730	PD09-132	Invoiced	National Assoc. of Home Builders	06/02/2009	06/05/2009	\$275,000.00	\$149,789.00	<input type="checkbox"/>	\$55,000.00	<input type="checkbox"/>	\$275,000.00	\$0.00
T - 25519	PD09-374	Forecasted	Chicago Land Home Owner Show	11/06/2009	11/08/2009	\$50,000.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$50,000.00	\$0.00
T - 25520	PD09-675	Forecasted	Lexington Decorator Show	11/20/2009	11/22/2009	\$60,000.00	\$0.00	<input type="checkbox"/>	\$0.00	<input type="checkbox"/>	\$60,000.00	\$0.00
<b>Totals</b>						\$385,000.00	\$149,789.00		\$55,000.00		\$385,000.00	\$0.00

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# Business Tools

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Report Display Done Print / Email

## Budget by Section Summary

**Group Summary:** Scenic Windows - In House  
Budget: 33,200.00  
Actual: 14,000.00  
Variance: 19,200.00

**Group Summary:** Scenic Windows - On-Site Services  
Budget: 32,900.00  
Actual: 9,900.00  
Variance: 23,000.00

**Group Summary:** Scenic Windows - Promotions & Advertising  
Budget: 38,500.00  
Actual: 11,750.00  
Variance: 26,750.00

**Group Summary:** Scenic Windows - Set Up & Tear Down  
Budget: 85,984.00  
Actual: 15,680.00  
Variance: 70,304.00

**Group Summary:** Scenic Windows - Shipping  
Budget: 104.00  
Actual: 0.00  
Variance: 104.00

**Group Summary:** Scenic Windows - Space  
Budget: 494,039.50  
Actual: 406,133.12  
Variance: 87,906.38

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# Business Tools

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High Tech Toys  
 #T - 22780 - Gadget Fair - West Coast  
 08/03/09 - 08/07/09 - Shipped/On Site

Inventory | Project | Budgets | Work Order | Shipping | Forecasting | Business Tools | Administration

Report Display Done Export to Excel Print / Email

### Jobs In Progress

Division: **Creative Productions**  
 Status: **WIP**

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City,State	Size	W/O
Scenic Windows	T - 22786	Home Improvement National Show	Trade Show	Cathy Atkiness	Alan Cordell	Alan Cordell Creative AE Cell: 724.544.0233	9/7/2009	9/8/2009	9/14/2009	9/16/2009	Pittsburgh, PA	40 X 20 X 16	W/O Released

Status: **Design/Estimating**

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City,State	Size	W/O
High Tech Toys	T - 25108	IBIS - New 20X20	Trade Show	Cathy Atkiness	Alan Cordell	TBD	11/7/2009	11/12/2009	11/16/2009	11/19/2009	LV, NV	20 X 20 X 12	NO W/O
Scenic Windows	T - 25098	National Open Window Show	Trade Show	Cathy Atkiness	Steve Hasbro	TBD	10/26/2009	10/29/2009	11/3/2009	11/8/2009	LV, NV	40 X 60 X 24	W/O Released
Scenic Windows	T - 25527	High Design	Trade Show	Alan Cordell	Cathy Atkiness	Eagle Mgt. Tom Jenkins Cell: 724.544.0233	12/1/2009	12/3/2009	12/9/2009	12/12/2009	Las Vegas, NV	0 X 0 X 0	NO W/O

Status: **Shipped/On Site**

Company	Project	Name	Type	Owner	Support	Supervisor	Ship	Set Up	Open	Close	City,State	Size	W/O
High Tech Toys	T - 22777	CES Fall 2009	Trade Show	Alan Cordell	Cathy Atkiness	Bill Allen Creative Shop Cell: 724.334.2345	8/26/2009	8/30/2009	9/1/2009	9/4/2009	Las Vegas, NV	20 X 20 X 12	NO W/O
High Tech Toys	09-22778	VIP Product Gala	Trade Show	Cathy Atkiness	Alan Cordell	Cathy Atkiness Creative AM Cell:412.345.7788	8/27/2009	8/31/2009	9/3/2009	9/3/2009	Las Vegas, NV	60 X 80 X 22	NO W/O
High Tech Toys	09-22779	Gadget Fair - East Coast	Trade Show	Cathy Atkiness	Alan Cordell	Kay Smith Nth Degree Cell:516.234.4567	8/12/2009	8/19/2009	8/24/2009	8/28/2009	NYC, NY	40 X 40 X 16	NO W/O
High Tech Toys	T - 22780	Gadget Fair - West Coast	Trade Show	Alan Cordell	Cathy Atkiness	Don Johnson Zenith 724.234.7890	7/29/2009	7/31/2009	8/3/2009	8/7/2009	NYC, NY	40 X 40 X 16	NO W/O

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