

A short course on using metrics to improve  
your organization quickly

# **METRICS**

## **HOW TO IMPROVE KEY BUSINESS RESULTS**



BY  
**MARTIN KLUBECK**

**Apress®**

# Metrics How To Improve Key Business Results

**Jeffrey W. Berkman**



## **Metrics How To Improve Key Business Results:**

*Metrics* Martin Klubeck, 2012-01-13 Metrics are a hot topic Executive leadership boards of directors management and customers are all asking for data based decisions As a result many managers professionals and change agents are asked to develop metrics but have no clear idea of how to produce meaningful ones Wouldn't it be great to have a simple explanation of how to collect analyze report and use measurements to improve your organization *Metrics How to Improve Key Business Results* provides that explanation and the tools you'll need to make your organization more effective Not only does the book explain the why of metrics but it walks you through a step by step process for creating a report card that provides a clear picture of organizational health and how well you satisfy customer needs Metrics will help you to measure the right things the right way the first time No wasted effort no chasing data The report card provides a simple tool for viewing the health of your organization from the outside in You will learn how to measure the key components of the report card and thereby improve real measures of business success like repeat customers customer loyalty and word of mouth advertising This book Provides a step by step guide for building an organizational effectiveness report card Takes you from identifying key services and products and using metrics to determining business strategy Provides examples of how to identify collect analyze and report metrics that will be immediately useful for improving all aspects of the enterprise including IT *Performance*

*Metrics* Duke Okes, 2013-01-21 Which performance measures should you use The obvious answer is that it depends on what you want to achieve which someone else should never define for you After all it is your organization your department or your process But once you are clear about what you want to accomplish how do you sort through a variety of possible metrics and decide which are best Then given the list of metrics you believe are useful or necessary how do you define them in more detail to ensure that the right data are gathered at the appropriate frequency and that the resulting information gets to the right people so that they can make proper decisions This book provides a clarifying perspective for those who know that metrics need to be developed but are unsure as to the steps to follow in developing and deploying them It focuses on making sure that the metrics selected will guide people and processes in the direction the organization wants to go and allow continual evaluation of success Every highly effective organization is unique in some strategic way and the metrics used should reflect these differences Studying high performers can be useful from a learning standpoint but simply adopting what someone else is doing is likely to take you off your track and put you on theirs The concepts in this book will put you on the correct track and give you the tools to stay on it *Success Metrics* Martin Klubeck, 2017-02-09 Learn how to measure

success at the individual and organizational levels By measuring success in multiple dimensions using multivariate methods you will be able to determine what works and what doesn't The key is to measure and promote progress in terms of organizational vision mission and overarching goals Business leaders too often succumb to the working assumption that they only have to show shareholders and boards of trustees that they are turning a profit the higher the profit the more successful

their stewardship of the company Wrong To truly thrive and endure all organizations corporate government small large nonprofit or startup need to define and pursue the underlying purpose for their existence To measure success leaders today are missing a key meta analytic in their toolbox In this book metrics consultant Martin Klubeck provides it to them Success Metrics steps you through the process of identifying and combining the right measures to gauge narrate and guide your organization s progress toward true success All organizations have a common goal to be successful All leaders want to make data informed decisions and use measures to improve processes communicate progress and gain support The problem is that proxy or partial measures don t measure overall success and can be misleading They measure performance parameters progress on a specific task customer feedback and other piecemeal indices which taken separately fail to describe an organization s progress toward overall success The author s integrated measures of success can be used to communicate organizational progress to stakeholders shareholders boards of trustees corporate leaders the workforce and the customer base and thereby galvanize broad commitment to organizational success Klubeck shows how his principles and methods of measuring overall success can be applied at all levels individual team group department division and organization What You Will Learn Understand why you should measure success instead of performance Understand what to measure and what not to measure Integrate the measures of success to tell a complete story Share measures of success with different audiences Who This Book Is For Organizational leaders at all levels from the executive suite to middle management analysts and consultants who are tasked with designing metrics programs for organizations individuals interested in adapting the author s framework to measure overall personal success in multiple dimensions

*25 Need-To-Know Key Performance Indicators*  
Bernard Marr, 2014-08-28      **Planning and Designing Effective Metrics** Martin Klubeck, 2014-11-26 Metrics are a hot topic Executive leadership boards of directors management and customers are all asking for data based decisions As a result many managers professionals and change agents are asked to develop metrics but have no clear idea of how to produce meaningful ones Wouldn t it be great to have a fast simple explanation of how to plan for and then design measurements to improve your organization Planning and Designing Effective Metrics an abridged version of author and metrics expert Martin Klubeck s Metrics How to Improve Key Business Results provides that explanation and the tools you ll need to make your organization more effective Not only does this brief book explain the why of metrics but it walks you through a step by step process to create a clear picture of organizational health and how well you satisfy customer needs This book Provides a guide for planning and designing useful metrics based on your unique organizational needs Offers the theory behind metrics to help you get exponentially better practical results Shows how to select and use the proper tools for creating implementing and using metrics Provides examples of how to identify collect analyze and report metrics that will be immediately useful for improving all aspects of the enterprise Planning and Designing Effective Metrics will help you to measure the right things the right way the first time No wasted effort no chasing data You will learn how to create valuable measures of organizational

success like repeat customers customer loyalty and word of mouth advertising That will help you not only to improve organizational results you ll also multiply your career opportunities      *Improving Profit* Keith N. Cleland, 2014-01-09

Business of all sizes have a problem How do you know in real time whether you are earning the profit you need to grow or even just stay in business And which products or services are doing the heavy lifting in contributing to profit Financial statements tell only part of the story They are backward looking for one thing and they generally show results only in the aggregate Worse they never seem to reflect the hard work you re doing on a daily basis As one manager said If I m adding 25% profit to every job why am I getting barely 5% net profit at the end of the year *Improving Profit Using Contribution Metrics to Boost the Bottom Line* solves this dilemma As this book shows Contribution Based Activity CBA measures focus on two key levers that are fundamental to the operation of any business financial contribution and units of activity Knowing how to use these levers gets your company off the treadmill and on your way to stellar profitability And as the 21 case studies show CBA is surprisingly easy to apply to businesses of all types and all sizes What is financial contribution Simply the amount above and beyond the cost of goods or materials sold that contributes to covering overhead and creating profit As entrepreneur business consultant and professor Keith Cleland shows few managers actually know the financial contribution their products and services make nor how to amplify that contribution by incremental adjustments to one or both levers As you ll learn the financial tool Cleland created TARI Target Average Rate Index provides insight into each product s value You ll not only learn which products are contributing the most to the bottom line but how to unlock the profit potential in run of the mill products or services *Improving Profit* will help you Restore and boost profit levels for your entire operation Relate your daily efforts to a transaction s actual profitability Focus on the two key performance indicators that can help you identify and solve problems affecting finance and productivity Help everyone in the company from CEO to janitor understand how their activities help or hinder the company s fortunes Make effective financial decisions If you ve ever wondered why your results don t match your hard work hopes and dreams read this book As the case studies make clear identifying and applying TARI results in a significant and often dramatic boost to the bottom line      *Disaster Recovery, Crisis Response, and Business Continuity* Jamie Watters, Janet Watters, 2014-02-28

You re in charge of IT facilities or core operations for your organization when a hurricane or a fast moving wildfire hits What do you do Simple You follow your business continuity disaster recovery plan If you ve prepared in advance your operation or your company can continue to conduct business while competitors stumble and fall Even if your building goes up in smoke or the power is out for ten days or cyber warriors cripple your IT systems you know you will survive But only if you have a plan You don t have one Then *Disaster Recovery Crisis Response and Business Continuity A Management Desk Reference* which explains the principles of business continuity and disaster recovery in plain English might be the most important book you ll read in years Business continuity is a necessity for all businesses as emerging regulations best practices and customer expectations force organizations to develop and put into

place business continuity plans resilience features incident management processes and recovery strategies In larger organizations responsibility for business continuity falls to specialist practitioners dedicated to continuity and the related disciplines of crisis management and IT service continuity In smaller or less mature organizations it can fall to almost anyone to prepare contingency plans ensure that the critical infrastructure and systems are protected and give the organization the greatest chance to survive events that can and do bankrupt businesses A practical how to guide this book explains exactly what you need to do to set up and run a successful business continuity program Written by an experienced consultant with 25 years industry experience in disaster recovery and business continuity it contains tools and techniques to make business continuity crisis management and IT service continuity much easier If you need to prepare plans and test and maintain them then this book is written for you You will learn How to complete a business impact assessment How to write plans that are easy to implement in a disaster How to test so that you know your plans will work How to make sure that your suppliers won't fail you in a disaster How to meet customer audit and regulatory expectations Disaster Recovery Crisis Response and Business Continuity A Management Desk Reference will provide the tools techniques and templates that will make your life easier give you peace of mind and turn you into a local hero when disaster strikes **Program Management for**

**Improved Business Results** Dragan Z. Milosevic, Russ J. Martinelli, James M. Waddell, 2009-07-23 The need for information on program management is more critical now than ever before PMIs development of a new standard on program management is driving even greater interest At the same time there are few books covering the subject which provide practical answers benchmarks and case studies however this book fills the gap The authors focus on both the macro level of integrating projects and portfolios into the business strategy and the micro level of managing a single program It contains 6 issue oriented cases weaved throughout the text and an additional 5 comprehensive cases in the appendix The result is a blueprint for the successful implementation of program management *The Handbook of Financial Modeling* Jack Avon, 2013-12-02 The ability to create and understand financial models that assess the valuation of a company the projects it undertakes and its future earnings profit projections is one of the most valued skills in corporate finance However while many business professionals are familiar with financial statements and accounting reports few are truly proficient at building an accurate and effective financial model from the ground up That's why in *The Financial Modeling Handbook* Jack Avon equips financial professionals with all the tools they need to precisely and effectively monitor a company's assets and project its future performance Based on the author's extensive experience building models in business and finance and teaching others to do the same *The Handbook of Financial Modeling* takes readers step by step through the financial modeling process starting with a general overview of the history and evolution of financial modeling It then moves on to more technical topics such as the principles of financial modeling and the proper way to approach a financial modeling assignment before covering key application areas for modeling in Microsoft Excel Designed for intermediate and advanced modelers who wish to expand

and enhance their knowledge The Handbook of Financial Modeling also covers The accounting and finance concepts that underpin working financial models How to approach financial issues and solutions from a modeler s perspective The importance of thinking about end users when developing a financial model How to plan design and build a fully functional financial model And more A nuts to bolts guide to solving common financial problems with spreadsheets The Handbook of Financial Modeling is a one stop resource for anyone who needs to build or analyze financial models *Financial Modeling for Business Owners and Entrepreneurs* Tom Y. Sawyer,2014-09-22 Financial Modeling for Business Owners and Entrepreneurs Developing Excel Models to Raise Capital Increase Cash Flow Improve Operations Plan Projects and Make Decisions may be one of the most important books any entrepreneur or manager in a small or medium sized enterprise will read It combines logical business principles and strategies with a step by step methodology for planning and modeling a company and solving specific business problems You ll learn to create operational and financial models in Excel that describe the workings of your company in quantitative terms and that make it far more likely you will avoid the traps and dead ends many businesses fall into Serial entrepreneur and financial expert Tom Y Sawyer shows how to break your company down into basic functional and operational components that can be modeled The result is a financial model that for example you can literally take to the bank or bring to local angel investors to receive the funding you need to launch your business or a new product Or it might be a model that shows with startling clarity that your new product development effort is a likely winner or loser Even better you ll learn to create models that will serve as guideposts for ongoing operations You ll always know just where you are financially and where you need to be The models you will learn to build in Financial Modeling for Business Owners and Entrepreneurs can be used to Raise capital for startup or any stage of growth Plan projects and new initiatives Make astute business decisions including go no go assessments Analyze ROI on your product development and marketing expenditures Streamline operations manage budgets improve efficiency and reduce costs Value the business when it is time to cash out or merge In addition to many valuable exercises and tips for using Excel to model your business this book contains a combination of practical advice born of hard won lessons advanced strategic thought and the insightful use of hard skills With a basic knowledge of Excel assumed it will help you learn to think like an experienced business person who expects to make money on the products or services offered to the public You ll discover that the financial model is a key management tool that if built correctly provides invaluable assistance every step of the entrepreneurial journey Tom Y Sawyer has used the principles this book contains to create financial models of numerous startup and early stage companies assisting them in planning for and raising the capital that they needed to grow their businesses and ultimately exit with multiples of their initial investment Financial Modeling for Business Owners and Entrepreneurs a mini MBA in entrepreneurship and finance will show you how you can do the same Note This book is an updated version of Sawyer s 2009 title Pro Excel Financial Modeling **Sales Hunting** David A. Monty,2014-03-05 The first year of developing a new sales

territory is a daunting task especially in dog eat dog industries The traditional advice is to train quickly on product grab a customer list start calling for appointments discover opportunities and close deals In fact almost every sales model out there is based on nothing more than opportunity management But jumping straight to opportunity will have new salespeople or veterans developing new territories chasing their tails for the first year or two As Sales Hunting How to Develop New Territories and Major Accounts in Half the Time Using Trust as Your Weapon details there is a significant problem you must overcome when opening up new accounts and territories No matter what you are selling your prospect already has a trusted relationship with an incumbent vendor and will continue to buy from that vendor even when you have the better solution The playing field is not level and you re on the wrong side So how can you compete to win Trust is the grease that makes business sales effortless writes sales pro and trainer Dave Monty Opportunity metrics are important but trust and a few sharp insider tactics Monty reveals is the guidepost that leads to success His sales model therefore incorporates metrics based on trust along with traditional sales measures That is the fuel that helps you not just turn virgin territory into a consistent revenue generator but helps you win over potential accounts that now use competitive products Sales Hunting helps you start establishing trust before you step foot in a prospect s door and it shows you the tactics necessary to penetrate new accounts Once you gain access trust can be used as systematic way to build long lasting relationships that pay dividends well beyond that first sale you make Among other things this book explains Why most customers don t want to buy from you yet Why trust based relationships enable you to open up territories and bag the biggest customers quickly How to qualify and rank customers based on traits How to get in step with the customer s buying cycle How to establish trust based and traditional sales metrics to guide your efforts With advice based on Monty s twenty years of IT sales and sales management experience along with principles confirmed by academic research Sales Hunting is an easy to read book that is packed with real life examples and prescriptions for achieving sales success It will prove a lifesaver for any salesperson or sales manager developing a new territory or trying to penetrate new accounts

*Design Thinking for Entrepreneurs and Small Businesses*  
Beverly Rudkin Ingle, 2014-01-09 Having met Beverly Ingle and hearing her speak about design thinking I was enlightened and enthused With a depth of knowledge and obvious passion for the usage of design thinking she has already helped many business people myself included inject greater creativity into problem solving to deliver better results something that is a must for left brainers She has an amazingly refreshing ability to create deep understanding within her audience and a hands on practical approach ensures that the results are manageable and within your grasp Jill Robb CEO Ambition Digital Belfast United Kingdom *Design Thinking for Entrepreneurs and Small Businesses* Putting the Power of Design to Work is the first book on the subject for smaller businesses Until now design thinking a methodology for solving business problems and identifying opportunities has been the playground for companies with big budgets giving them the advantage of the innovation that comes from using the latest design thinking tools emerging from Stanford Harvard Northwestern and



elsewhere Now thanks to design thinking expert Beverly Ingle entrepreneurs and small business owners can make the design thinking playground their own and on a much smaller budget Ingle provides the tools entrepreneurs need as well as step by step processes that show how to use design thinking methods to transform your business and drive organizational success Design Thinking for Entrepreneurs and Small Businesses offers just enough theory to provide you with working knowledge of design thinking but its value lies in the practical proven hands on information that you can put to use immediately You will learn How to incorporate design thinking processes into everyday operations and in what areas of business the approach is most valuable How to use the most prevalent and popular design thinking tools like ideation prototyping and rapid branding effectively How to use design thinking to identify and achieve your business goals and create new business models How to create revenue boosting new products and services using design thinking How to improve the customer user experience to create more loyal profitable customers By the time you ve finished reading the last chapter of Design Thinking for Entrepreneurs and Small Businesses you will not just be thinking about producing new products and services boosting customer service or developing new business opportunities you ll be doing it Best it ll show up in the top and bottom lines

*Due Diligence and the Business Transaction* Jeffrey W. Berkman, 2014-01-18 Due Diligence and the Business Transaction Getting a Deal Done is a practical guide to due diligence for anyone buying or selling a privately held business or entering into a major agreement with another company When you re buying a business it s wise to conduct due diligence That s the process of investigating and verifying the firm s finances labor record exposure to environmental issues store of intellectual property hard assets ownership structure and much more If you don t you may later stumble into serious costly problems or you may pay an inflated price for the business This book not only shows you how to conduct such an examination and what to look for but it will also help you uncover hidden issues that some sellers might not want you to know about Conversely this book shows smart business sellers how to conduct due diligence on their own firms to arrive at the right sales price uncover issues that might scare off buyers or investors solve lingering problems before a sale and more Done right due diligence can help sellers ensure they sell the business for the best price and with the least risk Due Diligence and the Business Transaction will help you understand when to conduct due diligence whom to include and how to spot the red flags that signal danger In addition you will learn How to conduct due diligence when contemplating a joint venture business loan franchise opportunity or manufacturing deal How to calibrate the correct scope and breadth of the due diligence investigation depending on your situation How the results of due diligence may and often will change the elements of the final deal How to draft due diligence documents so they protect your interests What successful deals look like Corporate attorney and due diligence expert Jeffrey W Berkman interweaves critical action points guidelines and procedural steps case studies and due diligence questionnaires checklists and documents The veteran of many business deals Berkman s advice will help you avoid business crippling mistakes and make the best deal possible

**Measuring and Improving Performance**

James William Martin,2009-08-26 As a pioneer in Lean improvement methods Jim Martin was among the first to suggest that truly successful Lean initiatives are those applied across every facet of an organization not just on the shop floor Building on this concept Martin demonstrates that one of the most effective ways to implement operational improvements across an organization

**HR ANALYTICS** GUPTA, DEEPA,GUPTA, MUKUL,GUPTA, PARTH MUKUL,2024-03-08 This book provides a comprehensive overview of various aspects of HR analytics It delves into important definitions the significance of HR analytics methods of data collection and management as well as specific areas such as recruitment analytics performance management analytics employee engagement analytics and diversity equity and inclusion DEI analytics The book also explores ethical considerations implementation strategies and the role of HR analytics in workforce planning succession planning and employee wellness Additionally it discusses monitoring the impact of interventions and offers insights into the future of HR analytics Besides it offers a range of practical tools and templates for various applications

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*Performance Management Systems and Strategies:* Bhattacharyya,2011 Performance Management Systems and Strategies aims to provide extensive theoretical knowledge with practical overtones for students and application based knowledge for professionals to successfully implement performance management systems and strategies

*Compensating Your Employees Fairly* Stephanie R. Thomas,2013-10-05 Compensation fairness is a universal preoccupation in today s workplace from whispers around the water cooler to kabuki in the C suite Gender discrimination takes center stage in discussions of internal pay equity but many other protected characteristics may be invoked as grounds for alleging discrimination age race disability physical appearance and more This broad range of vulnerability to discrimination charges is often neglected in corporate assessments of how well compensation systems comply with the law and satisfy employee norms of fairness Blind spots in general equity constitute a serious threat to organizational performance and risk management In *Compensating Your Employees Fairly* a respected practitioner and consultant lays out in practical terms everything you need to know to protect

your company along the full spectrum of internal pay equity issues including all the technical methods you need to optimize compliance and minimize risk Compensating Your Employees Fairly is a timely survey and comprehensive handbook for compensation specialists HR professionals EEO compliance officers and in house counsel It provides all the information you need to ensure that compensation systems are equitable auditable internally consistent and externally compliant with equal employment opportunity laws and regulations The author presents technical information both legal and statistical in common sense terms Her non technical breakdown of complex statistical concepts distills just as much as practitioners need to know in order to effectively deploy and interpret the standard applications of statistical analysis to internal pay equity The focus throughout the book is on real world application current examples and up to the minute information on recent and pending wrinkles in the evolving legal landscape Readers of Compensating Your Employees Fairly will learn Why internal equity in compensation matters How to detect intentional and non intentional discrimination in compensation The basics of statistical inference and multiple regression analysis The essentials of data availability measurability and collection The criteria for assessing compensation systems for internal equity How to investigate potential problems and react to formal complaints and actions How to avoid litigation and put in place ongoing measures for proactive self auditing

**Maintenance and Reliability Best Practices** Ramesh Gulati, Ricky Smith, 2009

**Flat Army** Dan Pontefract, 2018-06-08 Your people are your most valuable asset and if you want them to excel and your profits to soar you ll need to abandon your traditional command and control management style and adopt a collaborative open leadership approach one that engages and empowers your people While this isn t a particularly new idea many leaders while they may pay lip service to it don t really understand what it means And most of those who do get it lack the skills for putting it into practice In Flat Army you ll find powerful leadership models and tools that help you challenge yourself and overcome your personal obstacles to change while pushing the boundaries of organizational change to create a culture of collaboration Develops an integrated framework incorporating collaboration open leadership technologies and connected learning Shows you how to flatten the organizational pyramid and engage with your peoples in more collaborative and productive ways without undermining your authority Explains how to deploy a Connected Leader mindset a Participative Leader Framework and a Collaborative Leader Action Model Arms you with powerful tools for becoming a more visible leader who demonstrates the qualities and capabilities needed to become an agent of positive change

**Results-oriented Cultures** United States. General Accounting Office, 2002

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