



Update Notes – Weekly Forecast

Contents

| | |
|----------------------------------|---|
| Purpose of Weekly Forecast | 2 |
| Set Up Weekly Forecast | 3 |
| Forecast vs Actuals..... | 5 |

Purpose of Weekly Forecast

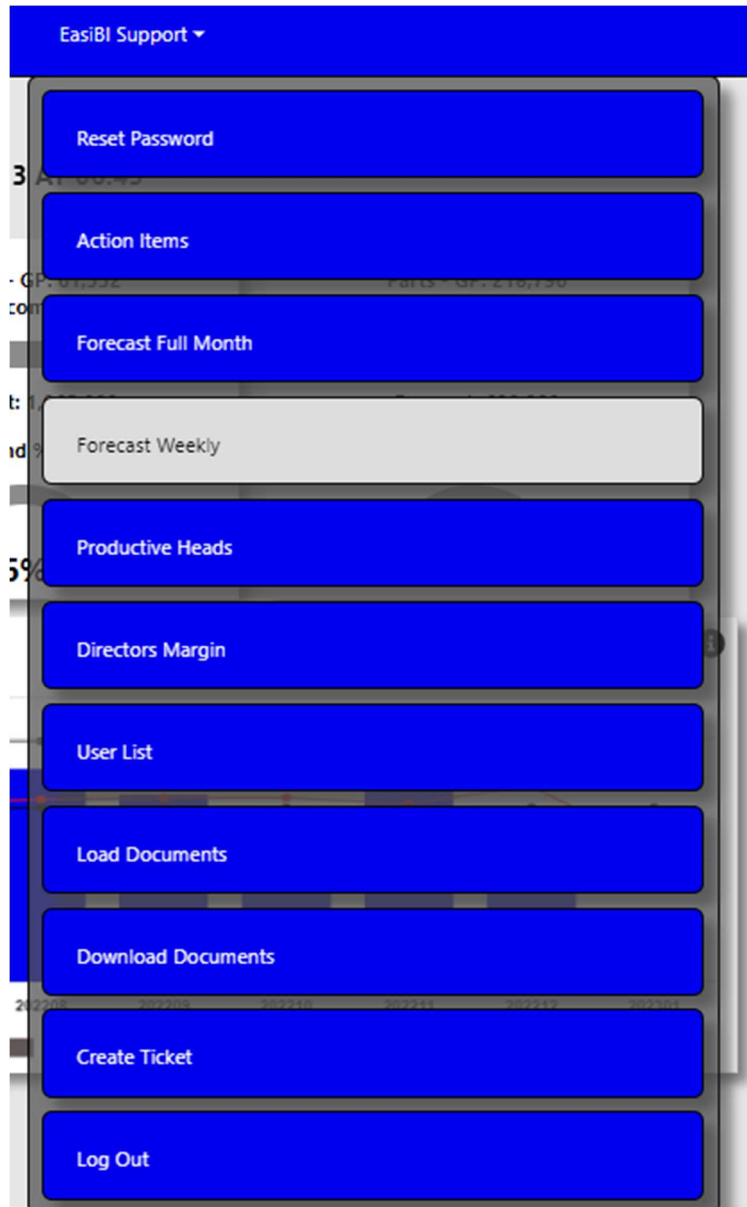
The weekly forecast was created where on a weekly basis the dealer principles can enter the forecast for the week in conjunction with the departmental managers.

Once the weekly forecast has been entered, they can keep track of the progress of the actual dealings towards the forecasting amounts. The forecast also rolls up into a group view.

The forecast requires a start & end date. The dates that are being entered will then accumulate the actual transactions between these dates and compare to the forecast.

Set Up Weekly Forecast

After login go to the menu under your name and select Weekly Forecast as illustrated with below image.



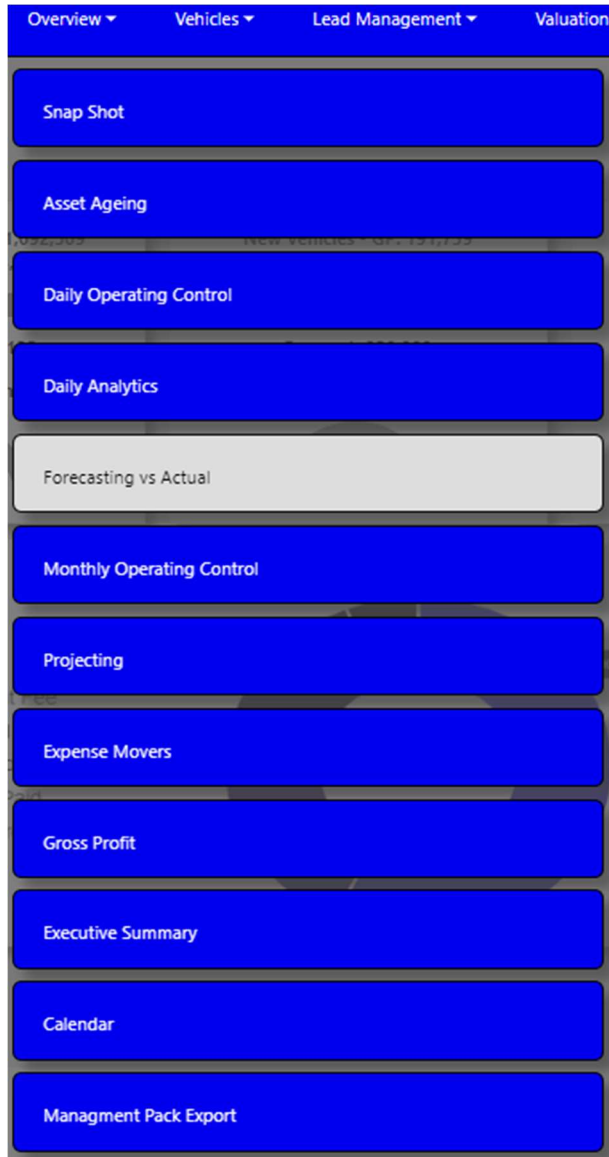
This will open where the capturing of the data will take place as illustrated in the below image.

| Department | Input |
|---|------------|
| Date From | 2023/01/01 |
| Date To | 2023/01/13 |
| New Retail & Fleet Vehicle Units | 10.00 |
| Used Retail Vehicle Units | 5.00 |
| New Retail & Fleet Vehicle GP | 130000.00 |
| Used Retail & Fleet Vehicle GP | 70000.00 |
| F&I New GP | 50000.00 |
| F&I Used GP | 100000.00 |
| Parts GP | 90000.00 |
| Service GP | 30000.00 |
| The Above Forcast Will Be Captured days between days selected | |
| <input type="button" value="Submit"/> | |

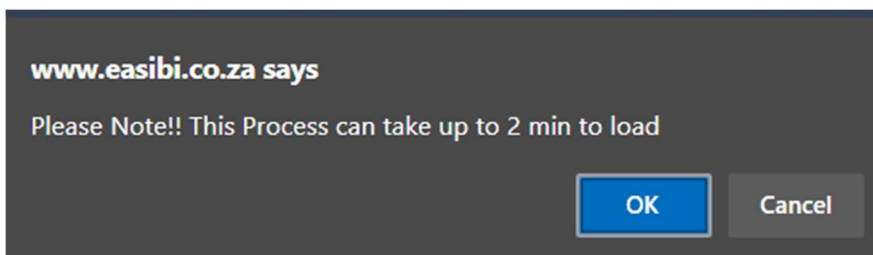
- ❖ Date From → Select the date where the forecasting will start from.
- ❖ Date To → Select the date where the forecasting will end.
- ❖ New Retail & Fleet **units** that is forecasted to be invoiced between the selected dates.
- ❖ Used Retail **units** that is forecasted to be invoiced between the selected dates.
- ❖ New Retail & Fleet **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ Used **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ F&I New Department **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ F&I Used Department **Gross Profit** that is forecasted to be invoiced between the selected dates. New Retail & Fleet **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ Parts Department **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ Service Department **Gross Profit** that is forecasted to be invoiced between the selected dates.
- ❖ The Submit Button will only activate if all fields have been entered.

Forecast vs Actuals

Once the forecast has been entered you will now be able to keep track and analyse the actuals to the forecasting amounts. To open the screen as illustrated with below image under Overview.



A message will pop up to inform that this process can take up to 2 min to complete as it will run through all the actual transaction between the dates.



Once you click on “OK” the below screen will populate.

GROUP - FORECASTING VS ACTUAS 202301

| Dates | New Units | | | Used Units | | | New | | | Used | | | F&I New | | | F&I Used | | | Parts | | | Service | | | Total | | |
|-----------------------|-----------|--------|-------|------------|--------|-------|----------|---------|--------|----------|---------|-------|----------|---------|-------|----------|---------|------|----------|---------|-------|----------|---------|--------|-----------|-----------|-------|
| | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % | Forecast | Actual | % |
| 2023-01-09-2023-01-13 | 21 | 4 | 19.0% | 21 | 6 | 28.6% | 280 000 | -3 846 | -1.4% | 280 000 | -27 323 | -9.8% | 340 000 | 136 508 | 40.1% | 0 | 137 497 | 100% | 196 000 | 122 304 | 62.4% | 195 000 | 126 541 | 64.9% | 1 291 000 | 491 682 | 38.1% |
| 2023-01-01-2023-01-13 | 27 | 14 | 51.9% | 28 | 13 | 46.4% | 404 000 | 191 739 | 47.5% | 310 000 | 133 591 | 43.1% | 380 000 | 278 382 | 73.3% | 0 | 175 323 | 100% | 252 139 | 221 858 | 88.0% | 237 000 | 257 290 | 108.6% | 2 874 139 | 1 748 893 | 60.9% |
| 2023-01-02-2023-01-06 | 11 | 10 | 90.9% | 9 | 7 | 77.8% | 160 000 | 195 605 | 122.3% | 182 000 | 160 914 | 88.8% | 150 000 | 141 874 | 94.6% | 0 | 37 826 | 100% | 141 000 | 96 978 | 68.8% | 155 600 | 126 190 | 81.1% | 3 672 739 | 2 509 288 | 68.3% |

- ❖ Dates → This will display the last 6 forecasts that has been entered into the system.
- ❖ For All departments it will display the forecast amounts and actual amounts with a percentage of how the departments is comparing to the forecast that has been entered.