MENZIES
BRIGHTER THINKING

I want to better understand my needs by prioritising the value of reporting

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INTRODUCTION TO XERO

WHOLE TEAM
TASK

MENZIES
BRIGHTER THINKING

What is it & why should I do it?

Relevant and accurate management information is vital for any business owner to make informed decisions for both the immediate future and long term business goals.
One of the first steps to a business owner should undertake is to examine and define what business information is important and what should form regular reports.

The tables in this section give you the opportunity to understand what information is currently available, consider what would be beneficial and develop a 'Wish List' for direct comparison.

At the same time, Menzies can offer their brighter thinking insights to help you ascertain a priority order and flag other points for consideration.

All accounting systems are capable of producing basic reports, but with our platform we are able to provide individually tailored reporting and forecasting combinations that include both **financial** and **non financial** data from all manner of sources.

As online accounting systems link to thousands of apps, banks and other software, information can be automatically pulled into an almost real time insights dashboard and can deliver data for reports that add value to all parts of the business.

❓ HOW TO USE IT

Whether completed in advance or in partnership the first table should be populated with current reports and information - if examples are available then please provide. Next, complete the Wish List column to outline what reports would be most valuable to the business. This should be both financial and non-financial data and can be linked to any Key Performance Indicators.

In the meantime, a Menzies trusted advisor may also conduct the same exercise with their views filling in their own reporting Wish List based on knowledge of the business, sector and overall experience. Once complete it is recommend that the lists be prioritised and then compared.

Discussions that follow this exercise will firstly highlight any need for change from the current reporting and also identify opportunities to design and build new reporting frameworks (including time frames). Once in place, all parties can then review and discuss performance on a regular basis.

Your current data reports	Reporting wish list
Profit & loss	Cashflow forecast
Balance sheet	Spend per customer
Trade debtors	Gross profit margin per department
Report 4	Wish list 4

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Your current data reports	Reporting wish list

Reporting Priority list	Your Priority Order (1 being least important and 5 being the most important)	Our Priority Thinking (1 being least important and 5 being the most important)
Priority 1		
Priority 2		
Priority 3		
Priority 4		
Priority 5		