

General Management App Documentation

Introduction

- **Brief description of the solution:**

The General Management App empowers managers with real-time insights into Key Performance Indicators (KPIs) and provides an overview of the actions and events that have influenced the KPIs in the past or will affect them in the future. This application has been developed in 3 parts, utilizing the capabilities of Power BI, Power Apps, Power Automate and SharePoint.

The initial section comprises a standard Microsoft scorecard, providing the ability to gain a real-time overview of key performance indicators (KPIs). It includes features that notify you instantly when a KPI undergoes a change.

The second section provides the capability to add actions and events that influence your KPIs. Utilizing this app, you can identify the actions or events that have impacted or will impact specific KPIs in the future. Additionally, you can determine the level of impact/benefit, the cost associated with actions, the probability of events occurring, the affected category or market, the start time of the action or event, and a plethora of other specifics tailored to your organization's requirements.

The final section comprises detailed pages for each Key Performance Indicator (KPI), displaying its trend along with associated actions and events. Users have the flexibility to filter the data according to their requirements, allowing them to view the results directly on the detailed page.

- **Purpose:**

The General Management App is designed to empower management and decision-makers by providing a comprehensive, real-time view of an organization's Key

Performance Indicators (KPIs). This solution bridges the gap between raw data and actionable insights, enabling managers to not only monitor KPIs but also to understand the underlying actions and events that impact them.

- **Business Context:**

In today's fast-paced business environment, staying updated with real-time data is crucial for effective decision-making. However, raw data in itself is not always sufficient; managers need insights into how and why specific metrics move in the directions they do. This is especially important when it comes to KPIs, as these are pivotal indicators of an organization's health and performance.

Traditionally, organizations have relied on separate tools for data visualization, event tracking, and action planning. This often results in disjointed insights and delays in understanding the correlations between different facets of business operations. The General Management App addresses this challenge head-on by integrating these functions into a seamless experience.

Utilizing the robust capabilities of Microsoft's suite, including Power BI for visualization, Power Apps for dynamic user interaction, Power Automate for seamless workflows, and SharePoint for data storage and collaboration, this app offers a holistic view of KPIs. Managers can now instantaneously track KPI movements, delve into the reasons behind those movements, and even plan or track events and actions that can influence these KPIs in the future.

Furthermore, in a world where businesses are becoming increasingly data-driven, there's a growing need for tools that allow flexibility in data representation and interpretation. By providing detailed KPI-specific pages and extensive filtering capabilities, this app ensures that users can tailor the insights to their unique needs and scenarios.

In conclusion, the General Management App is not just another data visualization tool. It's a comprehensive management solution that aligns the organization's strategies with real-time insights, driving informed decision-making and ensuring sustained business growth.

Report Design

1. KPIs Snapshot:

- This page comprises a standard Microsoft scorecard, providing the ability to gain a real-time overview of key performance indicators (KPIs). It includes features that notify you instantly when a KPI undergoes a change.

2. KPIs details:

- This page has been constructed using multiple charts to visually represent the data. Users can filter the KPIs based on their specific requirements, and the displayed data will dynamically adjust to reflect the results corresponding to the applied filters.

3. Actions portfolio:

- This page provides detailed insights into Actions that have impacted or will affect our KPIs. Users can also observe the number of Actions available in each category, based on their impact and cost.

3. Events portfolio:

- This page provides detailed insights into events that have impacted or will affect our KPIs. Users can also observe the number of events available in each category, based on their impact and likelihood of occurrence.

User Guide

KPIs Snapshot

1. **Overview:** This section provides a real-time overview of all KPIs in a scorecard format.
2. **Notifications:** Stay informed with instant notifications when a KPI undergoes significant changes.
3. **Details:** Users can navigate to the KPIs details page to observe the trends for each KPI and explore the corresponding actions and events influencing each metric.

KPIs Details

1. **Filtering:** Use filters to tailor the view to specific KPIs or criteria.
2. **Visuals:** Analyse trends, market divisions, product types, and product lines through various charts and visuals. Also, t
3. The list of actions and events that influence each KPI.

Actions Portfolio

1. **Insights:** Gain insights into actions affecting KPIs.
2. **Categories:** See the distribution of actions based on benefit and cost.
3. **Filtering:** Employ filters to customize the view and focus on specific actions influencing the KPIs.

Events Portfolio

1. **Insights:** View detailed insights into events impacting KPIs.
2. **Categories:** Observe the number of events in each category based on impact and likelihood.
3. **Filtering:** Employ filters to customize the view and focus on specific events influencing the KPIs.