

Performance Reports

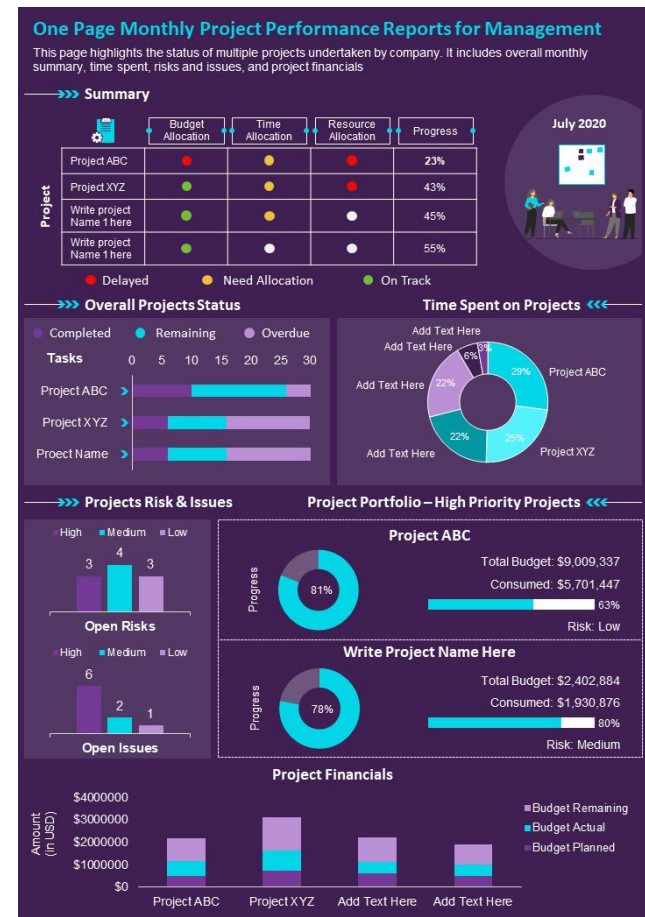
Weekly Sales Performance Report

The weekly sales reports helps in tracking companies and individual's sales performance and essential KPIs such as lead to opportunity ratio, lead conversion ratio, customer lifetime value.



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- A performance report is a valuable business tool that displays a digital compilation of analysis, projections, revenue, and budget to assist a company in gaining an understanding of how it is performing.



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Composition of an employee performance report :

- Details of the employee
- Actual performance description.
- Consequences are described in detail.
- Strategy for action.
- Both the manager's and the employee's signatures are required.

One Page Sales Employee Performance Review

This one page depicts the summary of sales employee quarterly evaluation on multiple parameters. It contains information about target achieved, quarter wise sales, and absenteeism graphs.



Employee Details



Title : James Clear
Department : Sales Department
Designation : Area Sales Manager
Hire Date : 1st September 2010
Employee ID : E123
Reporting Manager : Andrew Joe
Mobile Phone : Add text here
Home Address : Add text here

Job responsibilities :

- Achievement of sales target
- Development of new sales territory
- Add text here
- Add text here
- Add text here



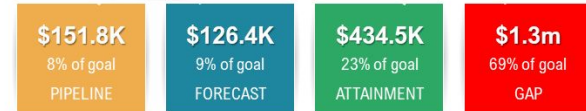
Target Achieved



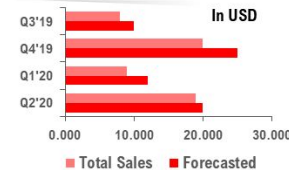
Q2 2020



Target Statistics



Quarterly Sales

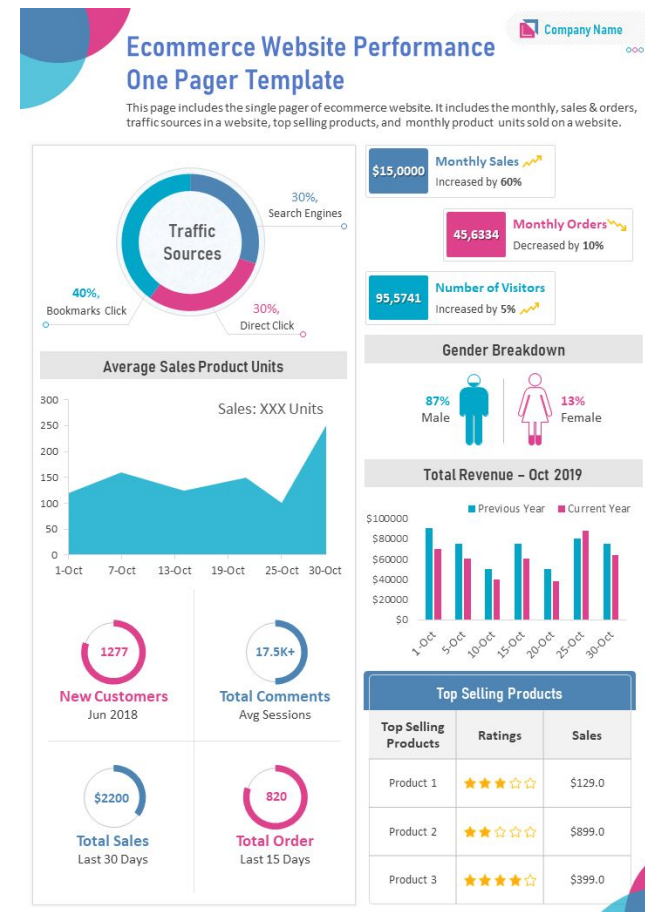


Absenteeism



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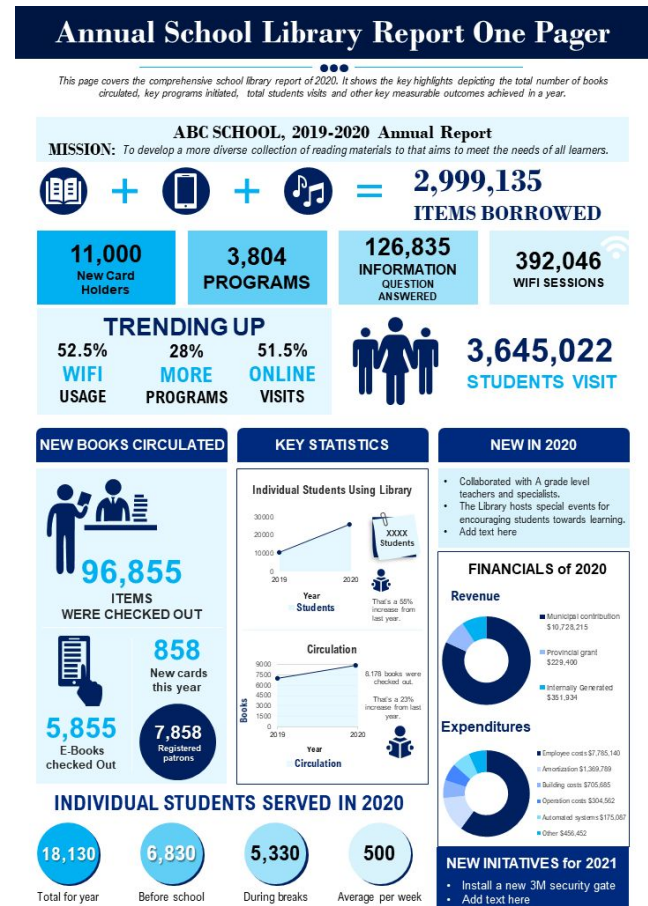
- An enterprise eCommerce system is software that enables a wide range of trade and commerce operations and procedures, both online and offline.
- There are numerous options for SMEs, but large corporations can only access a limited number of eCommerce solutions capable of meeting their business requirements.



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A library's annual report is a survey of work completed during the previous year.

- Background details
- The library's name
- Characteristics of the Library
- Establishment year
- Number of days remaining in the year
- Day-to-day working hours



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- **A Business Annual Report** is a comprehensive report that details a company's activities over the previous year.
- Its purpose is to provide users with information about the company's operations and financial performance, such as shareholders or potential investors.

Business Annual Report One Pager

Company Name

Company Logo

This page shows the summary of business annual report highlighting the company brief, key message from chairman, growth strategies, business achievements, and financial revenues earned in a fiscal year.

COMPANY BRIEF

We are a leading IT consulting company, providing digital solutions services to clients worldwide. Add few lines about company overview

MESSAGE FROM CHAIRMAN

2020 was a successful year and we achieved significant progress in financial terms. Add text here

SERVICE OFFERINGS



Services

- Digital and information service
- Cyber Security service
- Add services offering 1
- Add services offering 2
- Add services offering 3

FINANCIAL REVIEW

Revenue	2020	\$750
	2019	\$731m
Operating profit	2020	\$77m
	2019	\$96m
Operating margin	2020	11%
	2019	13%

KEY ACHIEVEMENTS IN 2020

\$450 m Adjusted EBITA Margin



\$XXX sales in 2020



1200 Active customers



26.3% EBITA Margin



OUR GROWTH STRATEGIES

- Increase in Cloud Adoption and Cloud Computing
- Adoption of New Automation System
- Add text here
- Add text here

REVENUES FROM PROJECTS AND SERVICES IN 2020

Amount in US Dollar (billion)



FUTURE ACCOMPLISHMENTS

- Launch three new innovative digital software with our own domain expertise
- Win more customers at profitable levels.
- Add text here

TEAM MANAGEMENT



Add Name here
CEO



Add Name here
CFO



Add Name here
Director



Add Name here
IT Development Leader



Add Name here
Associate director



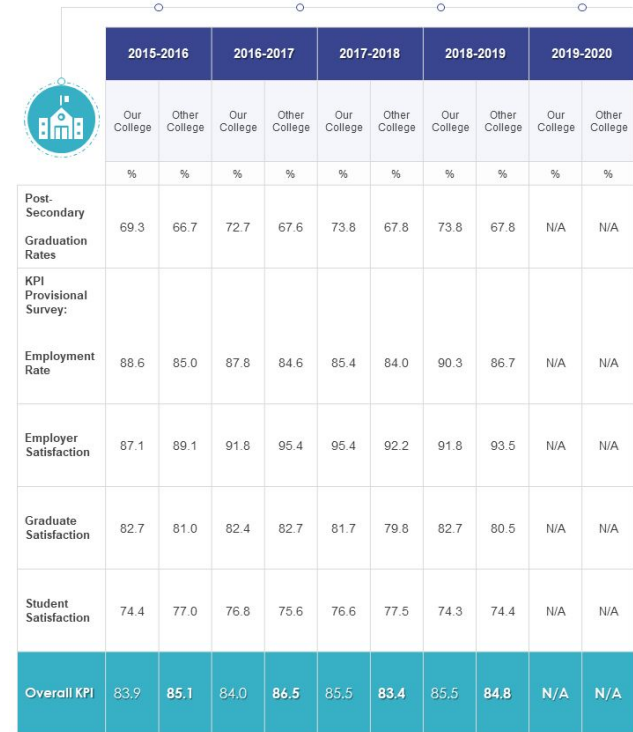
Add Name here
Project Manager

The following are the College KPI :

- Student Progress.
- Referrals for Discipline.
- Attendance figures.
- Rates of graduation.
- Teacher Satisfaction.

College KPI Performance Report

This slide covers the comparison of our college key performance indicators with other colleges over period of 5 years.



The table displays performance metrics for 'Our College' and 'Other College' across five academic years (2015-2016 to 2019-2020). Metrics include Post-Secondary Graduation Rates, Employment Rate, Employer Satisfaction, Graduate Satisfaction, and Student Satisfaction. An overall KPI score is provided at the bottom of the table.

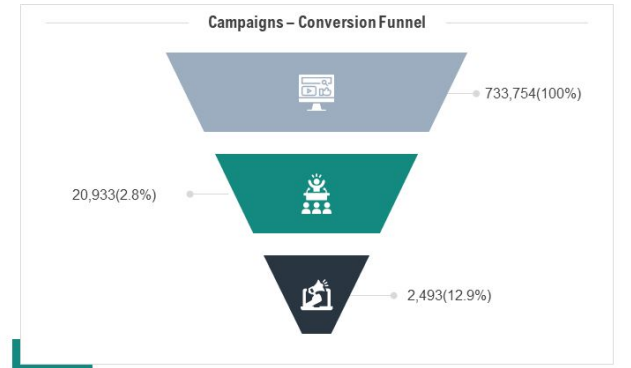
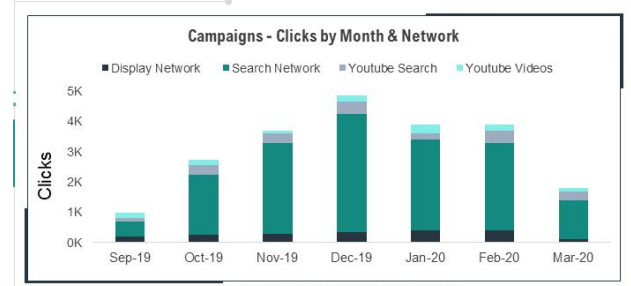
	2015-2016		2016-2017		2017-2018		2018-2019		2019-2020	
	Our College	Other College	Our College	Other College	Our College	Other College	Our College	Other College	Our College	Other College
	%	%	%	%	%	%	%	%	%	%
Post-Secondary Graduation Rates	69.3	66.7	72.7	67.6	73.8	67.8	73.8	67.8	N/A	N/A
KPI Provisional Survey:										
Employment Rate	88.6	85.0	87.8	84.6	85.4	84.0	90.3	86.7	N/A	N/A
Employer Satisfaction	87.1	89.1	91.8	95.4	95.4	92.2	91.8	93.5	N/A	N/A
Graduate Satisfaction	82.7	81.0	82.4	82.7	81.7	79.8	82.7	80.5	N/A	N/A
Student Satisfaction	74.4	77.0	76.8	75.6	76.6	77.5	74.3	74.4	N/A	N/A
Overall KPI	83.9	85.1	84.0	86.5	85.5	83.4	85.5	84.8	N/A	N/A

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- **A marketing campaign** is a planned series of steps and activities designed to promote your company's product or service and achieve a specific goal.
- Radio, television, in-person events, and digital media may all be used in campaign efforts.

Analyzing Our Marketing Campaigns Performance

This slide covers the marketing campaigns performance of our company along with click by month, and conversion rates.



This slide is 100% editable. Adapt it to your needs & capture your audience's attention.

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FAQs

What is the purpose of a performance report?

- A performance report should compare results to previous years to show whether performance is stable, improving, or declining.
- Purpose: To better contextualise performance data in relation to previous performance and any targets or goals that may have been set.

What are the four marketing campaign stages?

- Business goals
- Discovery.
- Strategy.
- Execution.
- Evaluation.

How do you evaluate the performance of your employees?

- Rating scales in graphic form.
- Checklists.
- 360-degree feedback
- Self-Evaluation.
- Management by Objectives (MBO).

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