Service Management

Mihai Pascadi

Start C9,10

Other important sources: APQC – Process Classification Framework basis for process-related information in the course

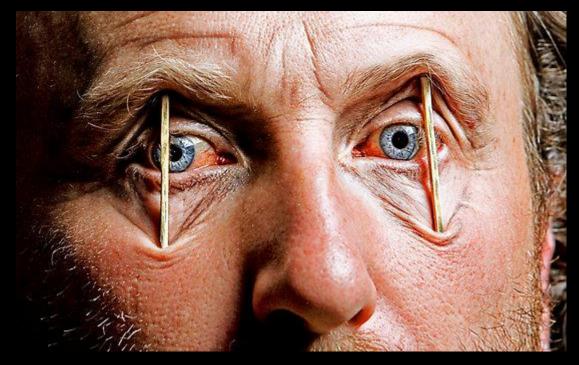
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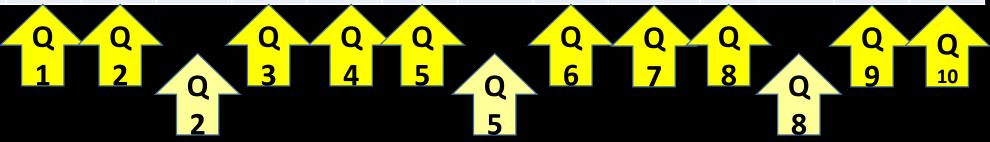


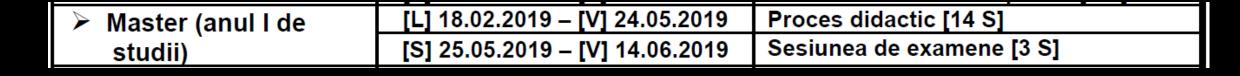
TODAY IT'S GONNA BE INTENSE...

Course structure

10 QUIZ-tests

Nr. săptămânii	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Data Ziua	18.02- 22.02	25.02- 01.03	04.03- 08.03	11.03- 15.03	18.03- 22.03	25.03- 29.03	01.04- 05.04	08.04- 12.04	15.04- 19.04	22.04- 26.04	29.04 - 03.05	06.05- 10.05	13.05- 17.05	20.05- 24.05
Vineri BN 209 17 ⁰⁰ -20 ²⁰	SM C1,2	SM C3,4			SM C5,6	SM C7,8			SM C9,10	SM C11,12			SM C13,14	/
Vineri AN 219 17 ⁰⁰ -20 ²⁰			SM S gr1	SM S gr2		٠	SM S gr1	SM S gr2	٠		SM S gr1	SM S gr2		SM S gr1+2





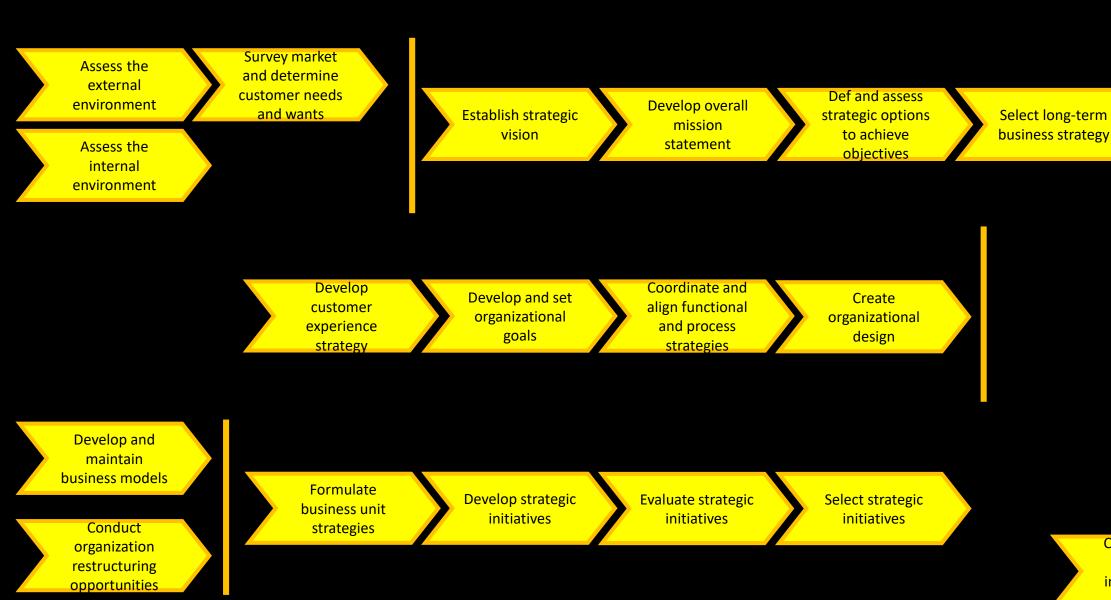
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Ziua	22.02	01.03	08.03	15.03	22.03	29.03	05.04	12.04	19.	04	26.04	- 03.05	10.05	17.05	24.05
Vineri BN 209 17 ⁰⁰ -20 ²⁰	SM C1,2	SM TH	IS IS OU	R PROG	C5,6	C7,8			SI C9,		SM C11,12		ALL gr1+gr2	SM C13,14	/
Vineri AN 219 17 ⁰⁰ -20 ²⁰			SM S gr1	SM S gr2			SM S gr1	SM S gr2				SM S gr1	SM S gr2		SM S gr1+2
		Q 1	Q 2	Q	Q 3	Q 4	Q 5	0	0		X		Q.	Q 9	Q 10
				2				5					8		

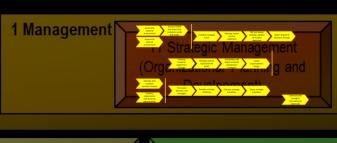
3 MARKS / 2 QUIZZES

The Strategic Planning Process



Communicate strategies internally and externally

Quiz subject



12 Operations Management (Processes, Projects, Programs)

13 Human Resources Management



4 Support

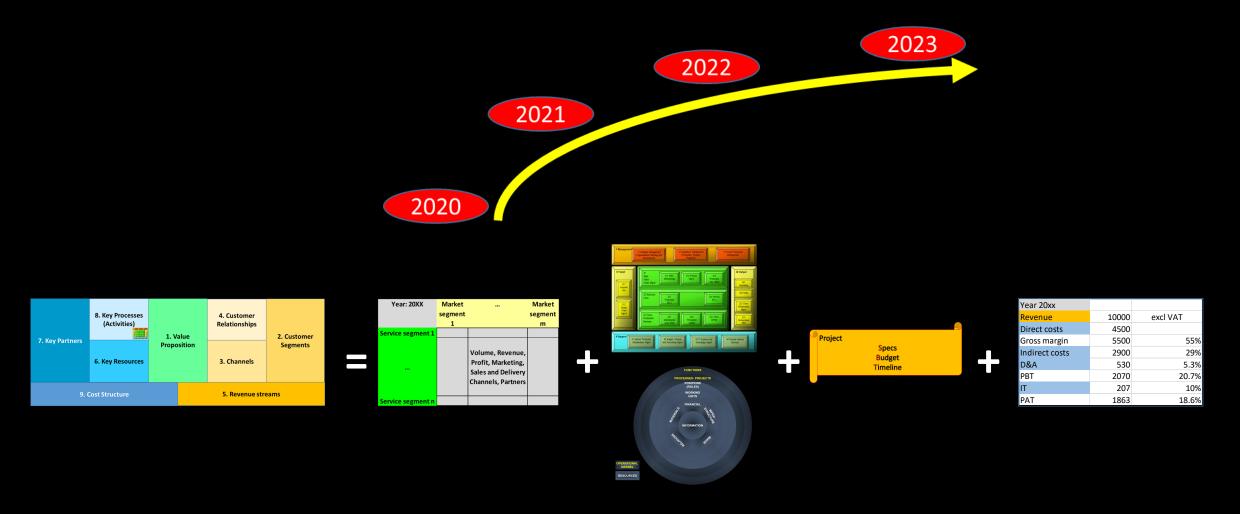
41 Indirect Productive Infrastructure Mgmt

42 Budget, Finance and Accounting Mgmt

43 IT Systems and Knowledge Mgmt 44 General Internal Services



Develop the *Company's* Business Model:



BUSINESS MODEL GO-TO-MARKET OPERATIONS PROJECTS FINANCIALS

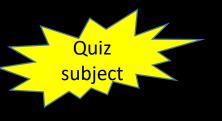
Course objectives

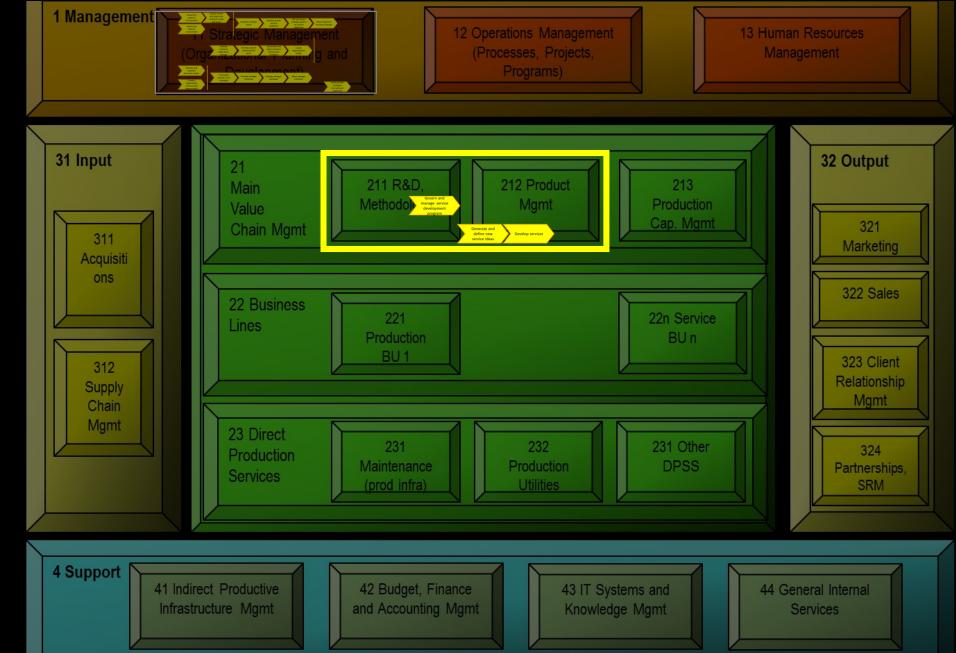
To understand the

- service markets & customers
- service organization
 - How to design
 - How to operate
 - How to manage
 - Processes,
 - People,
 - Other resources

To be able to adjust and improve a service organization

SERVICE (LYFECYCLE) MANAGEMENT



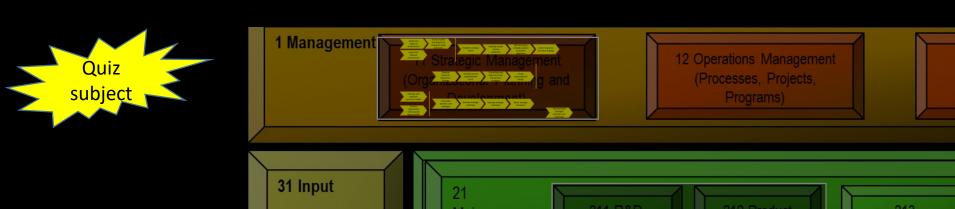




Govern and manage service development program

Generate and define new service ideas

Develop services







SERVICES MARKETING & SALES



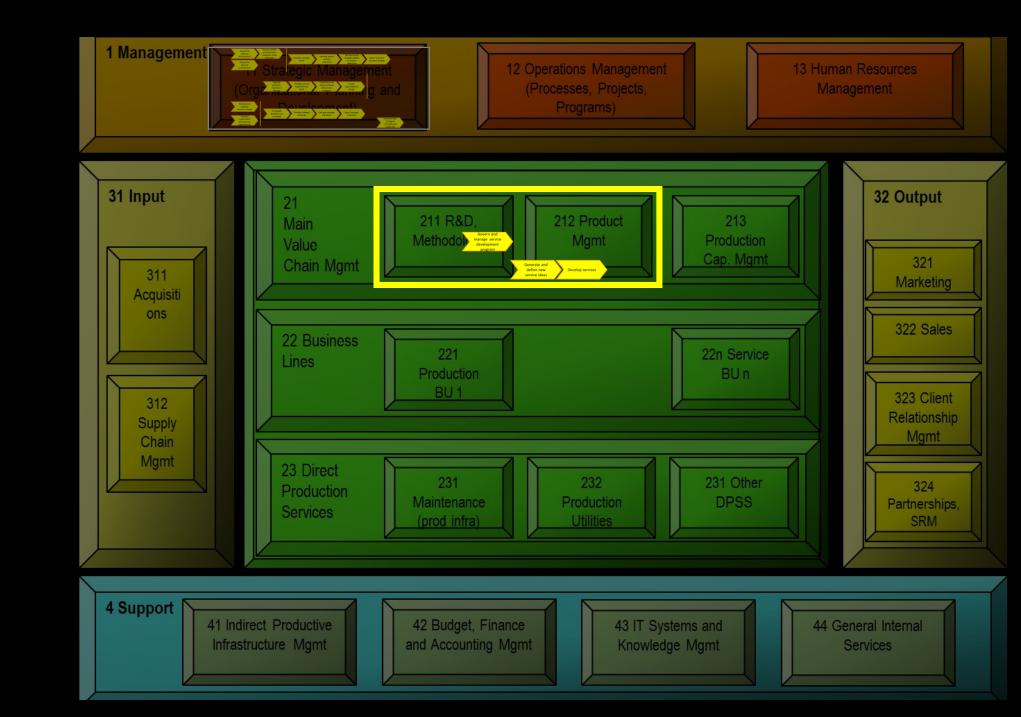
Understand markets, customers, and capabilities

Develop marketing strategy Develop and manage marketing plans

Develop sales strategy

Develop and manage sales plans

SERVICE (LYFECYCLE) MANAGEMENT



The Develop and Manage Services Processes Group

Govern and manage service development program

Generate and define new service ideas

Develop services

Detailing practices and procedures related to the concept of

- developing and
- managing

services.

Govern and manage service development program



Supervising the complete service program

- from innovation
- until its commercial success.

Meeting the customer demand and expectations.

Conduct further development and innovation pertaining to business goals.



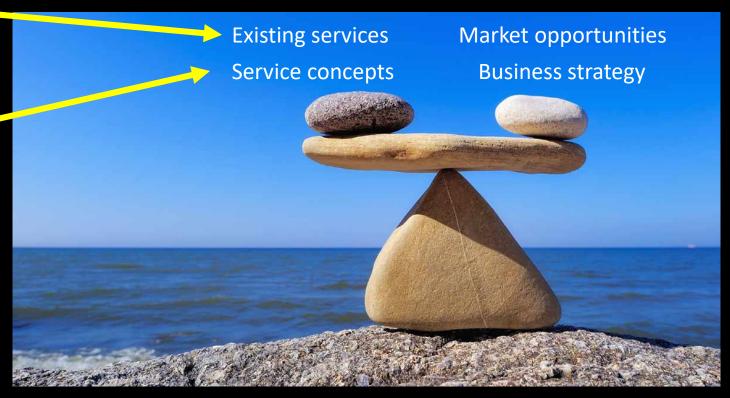
Manage service portfolio

Evaluate performance of existing services against market opportunities

- Confirm alignment of service concepts with business strategy
- Prioritize and select new service concepts
- Plan and develop cost and quality targets
- Specify development timing targets
- Plan for service offering modifications

Manage service life cycle

Manage patents, copyrights, and regulatory req.







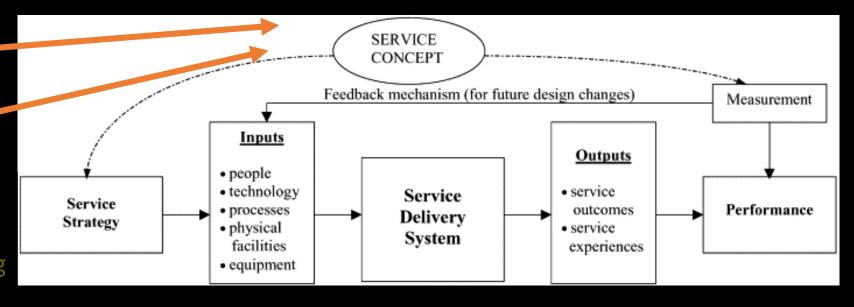


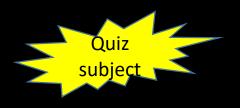
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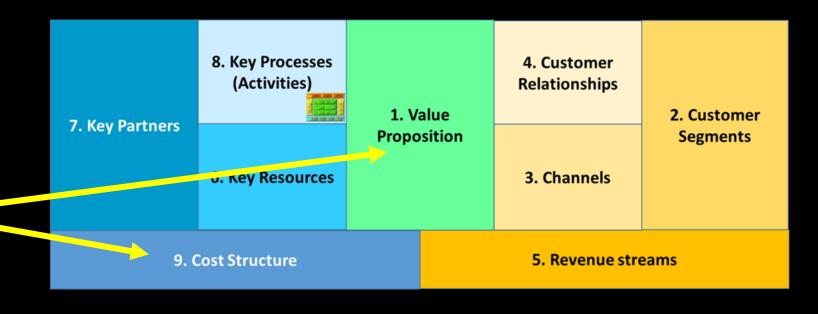


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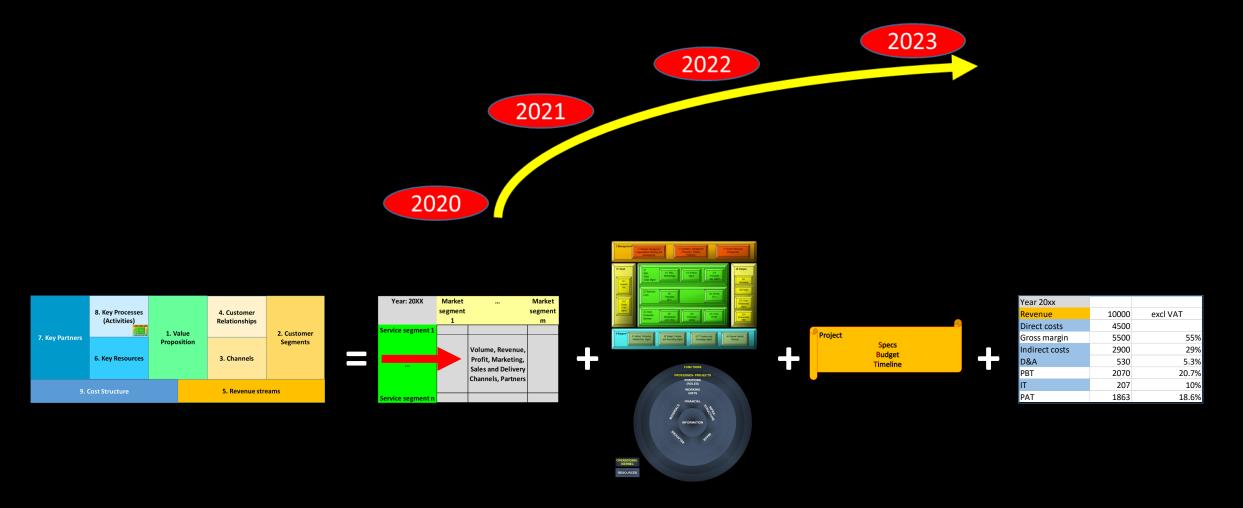
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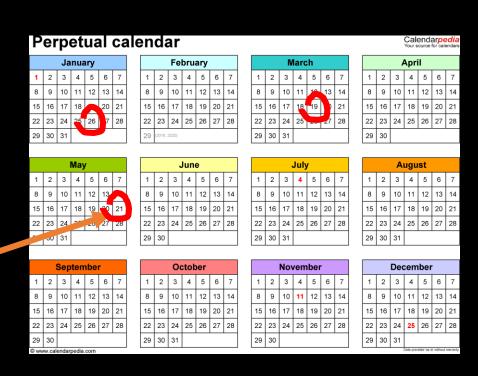
BUSINESS MODEL GO-TO-MARKET OPERATIONS PROJECTS FINANCIALS

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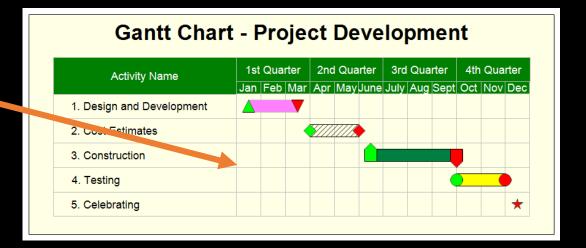


Manage service portfolio

Manage service life cycle

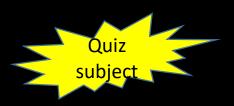
Manage patents, copyrights, and regulatory req.

- Develop plan for new service development and introduction/launch
- Introduce new services
- Retire outdated services
- Identify and refine performance indicators
- Conduct post launch review









Manage service portfolio

Manage service life cycle

Manage patents, copyrights, and regulatory req.

Manage service master data

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Time to retire





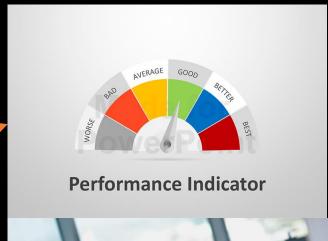


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Manage service life cycle

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Manage service portfolio

Manage service life cycle

Manage patents, copyrights, and regulatory req.





- Conduct mandatory and elective reviews
- Review infringement of patents and copyrights
- Determine patent and copyright needs
- Define product technical documentation management requirements
- Manage regulatory requirements
 - Train employees on appropriate regulatory requirements
 - Maintain records for regulatory agencies
 - Manage regulatory submission life cycle









Manage service portfolio

Manage service life cycle

Manage patents, copyrights, and regulatory req.



- Manage bills of material
- Manage routings
- Manage specifications
- Manage material classification
- Develop and maintain quality/inspection documents
- Maintain process specification data
- Manage traceability data
- Review and approve data access requests









The Generate and define new service ideas Process

Govern and manage service development program

Generate and define new service ideas

Develop services





The Generate and define new service ideas process

Identifying and describing

new service thoughts

based on organizational objectives/targets.





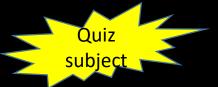
Perform discovery research

Generate new product/service concepts

Define product/service development requirements

- Coordinating R&D activity to identify new technologies to integrate into the revamped portfolio of services.
- Conduct early-stage R&D activity to close gaps between existing solution offerings and changing market expectations.
- Triangulate appropriate technologies that can support the development of a revised service portfolio.





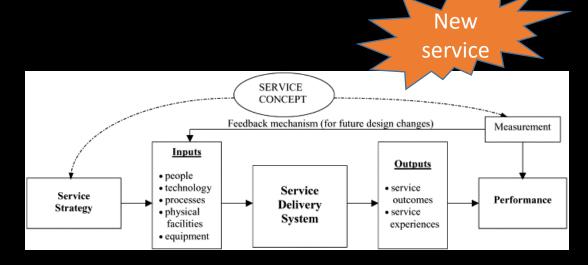


Perform discovery research

Generate new product/service concepts

- Gather new service ideas and requirements
- Analyze new service ideas and requirements
- Evaluate new service inputs and requirements
- Formulate new service concepts
- Identify potential improvements to existing services

Define product/service development requirements









Perform discovery research

Generate new service concepts

Define service development requirements

FUNCTIONAL RQ: INPUT-RESULT (WHAT?)

NON-FUNCTIONAL RQ: MEANS

(HOW?)

- Define basic functional & non~ requirements
 - Derive the service deliverable description
 - Derive interoperability requirements for services
 - Derive safety requirements for services
 - Derive security requirements for services
 - Derive regulatory compliance requirements
 - Derive requirements from industry standards
 - Develop user experience requirements
 - Derive 'services-as-a-product' offering
- Define post launch support model
- Identify service bundling opportunities



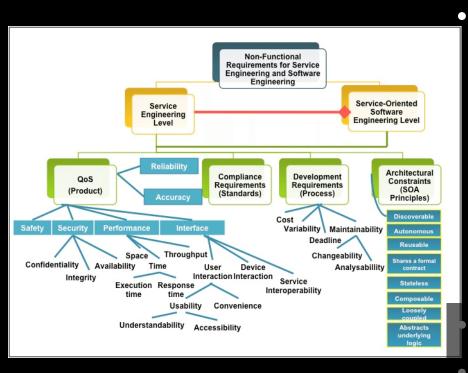




Perform discovery research

Generate new service concepts

Define service development requirements



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INCIDENT MGMT &

MANITENANCE

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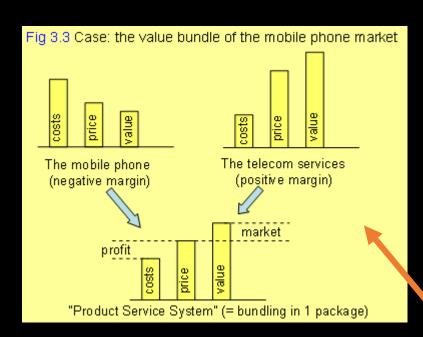




Perform discovery research

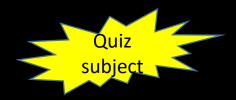
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Govern and manage service development program

Generate and define new service ideas

Develop services





Developing new services from scratch, including all activities associated with the

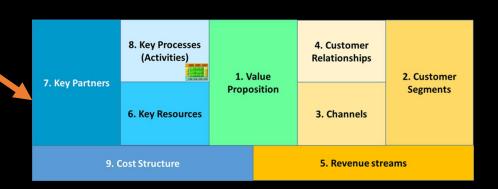
- design,
- prototyping,
- evaluation, and
- market testing
 of these planned offerings.



Design and prototype services

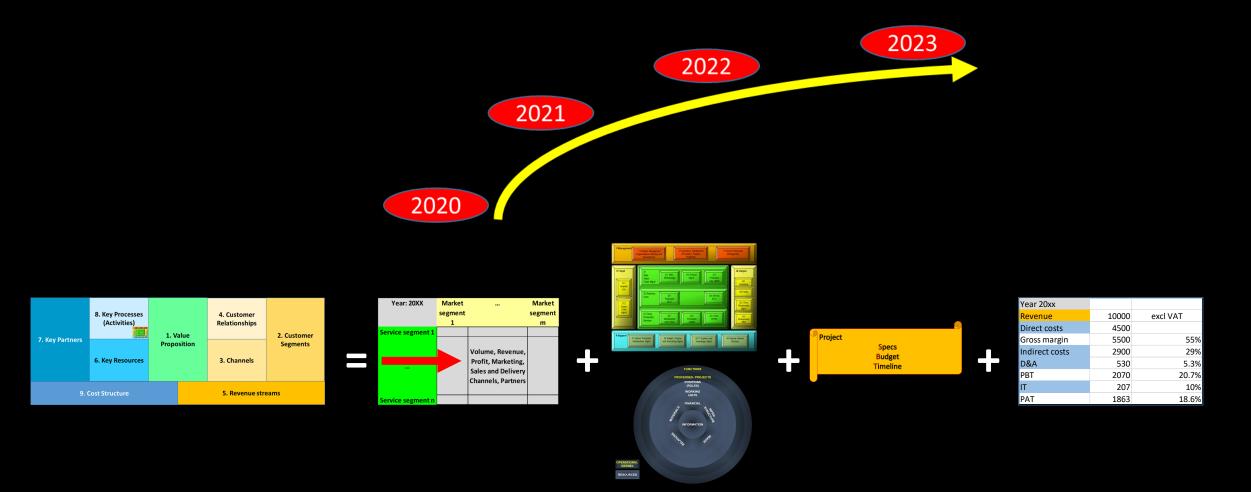
Test market for new or revised services

- Assign resources to service project
- Prepare high-level business case and technical assessment
- Develop service design specifications
- Develop user experience design specifications
- Document design specifications
- Conduct mandatory and elective external reviews
- Design services
- Build proof of concepts
- Develop and test service delivery process
- · Eliminate quality and reliability problems
- Conduct in-house service testing and evaluate feasibility
- Identify design/development performance indicators
- Collaborate on design with suppliers and external partners





Detail the *Service* Business Model:

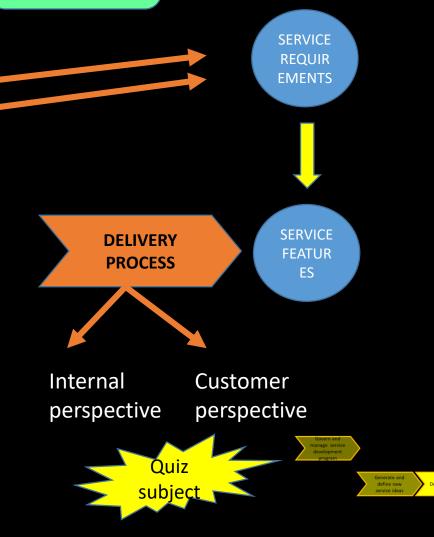


BUSINESS MODEL GO-TO-MARKET OPERATIONS PROJECTS FINANCIALS

Design and prototype services

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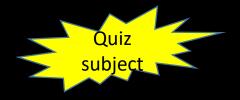
Test market for new or revised services

- Prepare detailed market study
- Conduct customer tests and interviews
- Finalize service characteristics and business cases
- Finalize technical requirements





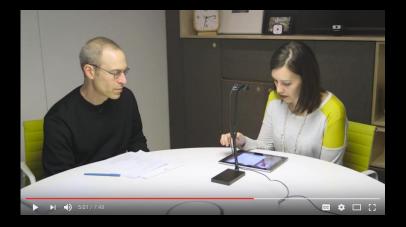




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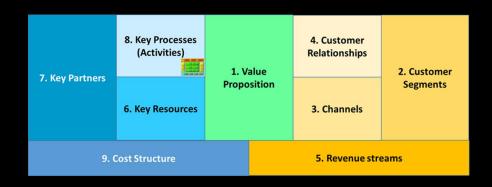




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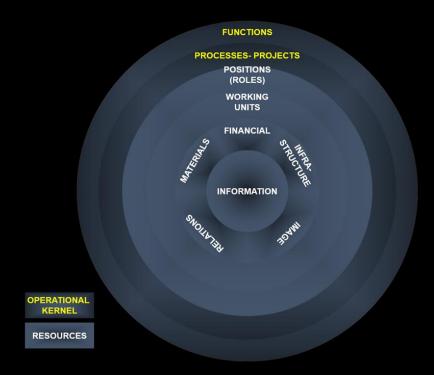






Design and prototype services

Test market for new or revised services



- Design and obtain necessary capabilities/materials and equipment
- Identify requirements for changes to delivery processes
- Request engineering/process change
- Install and validate service delivery process
- Monitor initial delivery runs
- Validate launch procedures







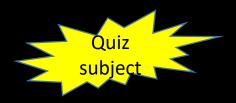
Design and prototype services

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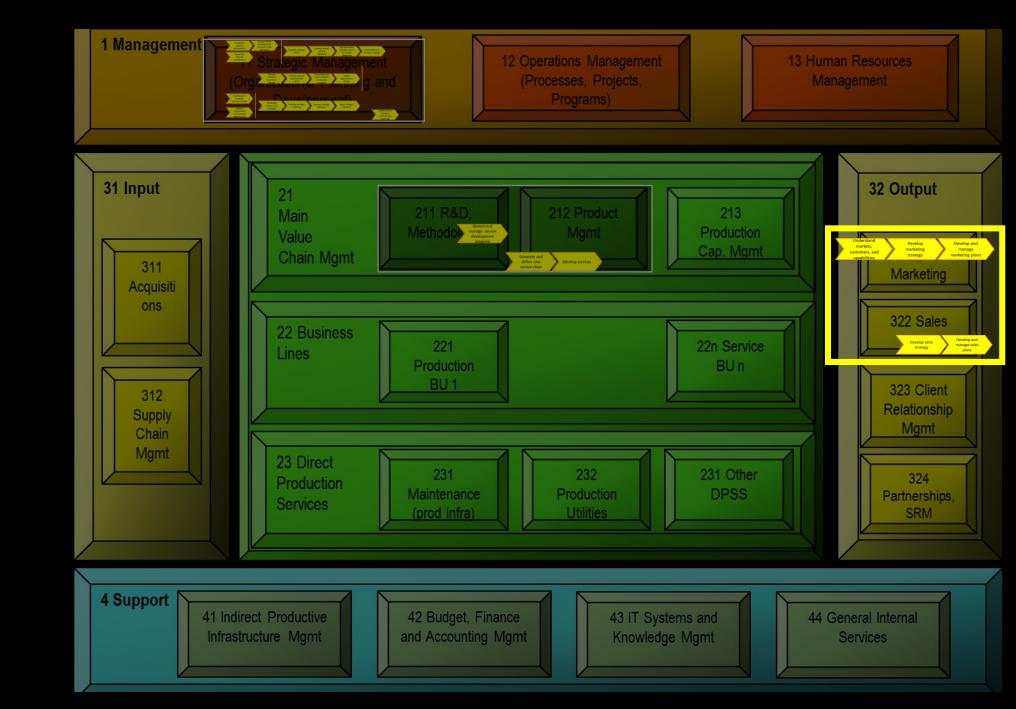


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SERVICES MARKETING & SALES



Understand markets, customers, and capabilities

Develop marketing strategy Develop and manage marketing plans

Develop sales strategy

Develop and manage sales plans

Outlining process groups related to

- understanding
 - markets,
 - customers, and
 - capabilities;
- developing marketing strategies;
- executing marketing plans;
- developing sales strategies;
- developing and managing sales plans;
- and managing sales partners and alliances.



SERVICES MARKETING



Making sense of the

- market and
- customers

to identify the right opportunities to be capitalized, given the organization's competencies.

Discern trends and shift in the market and customers.

Identify the right market opportunities that fit closely with the organization's capabilities and strategy by gathering intelligence on various attributes of different market/customer segments.



Perform customer and market intelligence analysis

Evaluate and prioritize market opportunities

- Conduct customer and market research
 - Understand consumer needs and predict customer purchasing behavior
- Identify market segments
 - Determine market share gain/loss
- Analyze market and industry trends
- Analyze competing organizations, competitive/substitute products/services
- Assess internal and external business environment



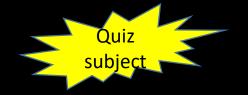




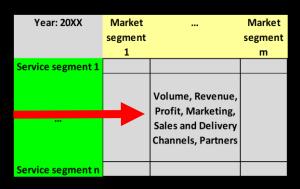


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Perform customer and market intelligence analysis

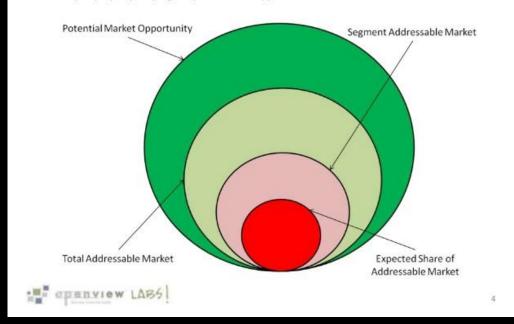
Evaluate and prioritize market opportunities

- Quantify market opportunities
- Determine target segments
 - Identify under-served and saturated market segments
- Prioritize opportunities consistent with capabilities and overall business strategy
- Validate opportunities
 - Test with customers/consumers
 - Confirm internal capabilities



Understanding How to Think About a Market Opportunity

 4 ways to think about market size. Knowing the level of detail necessary to address your concerns is key to properly scoping the problem and approach.





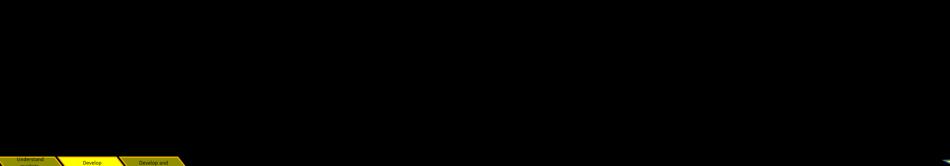
Develop sales strategy evelop and anage sales

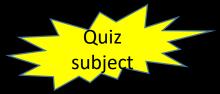


Charting a strategic course for marketing services.

This will include

- defining the value proposition,
- creating a mechanism for pricing, and
- determining the right mix of marketing channels.
- Create a specific positioning and branding for the organization's offerings.





4. Customer

Relationships

3. Channels

5. Revenue streams

2. Customer

Segments

8. Key Processes

(Activities)

6. Key Resource

7. Key Partners

1. Value

Propositi

Define offering and customer value proposition

Define pricing strategy

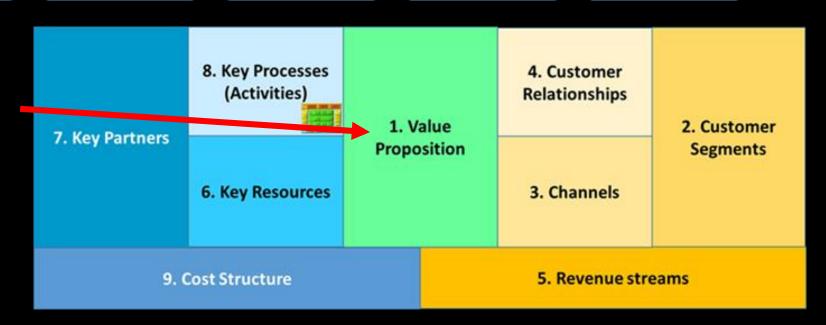
- Develop value proposition including brand positioning for target segments
- Validate value proposition with target segments
- Develop new branding

Define and manage channel strategy

Analyze and manage channel performance

Develop marketing communication strategy

Design and manage customer loyalty program







Develop sales strategy Develop and manage sales

Define offering and customer value proposition

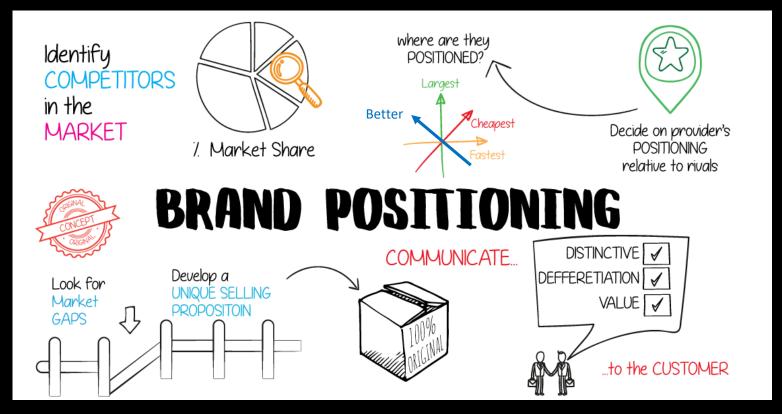
Define pricing strategy

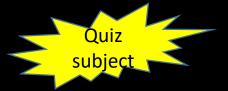
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Define offering and customer value proposition

Define pricing strategy

Define and manage channel strategy

Analyze and manage channel performance

Develop marketing communication strategy

Design and manage customer loyalty program

- Conduct pricing analysis
- Establish guidelines for applying pricing and discounting of services
- Establish pricing targets
- Approve pricing strategies/policies and targets

demand-offer equilibrium price level

competition price level

target profit price level

minimum profit price level

cost level

Target price * estimated volume of services/year = REVENUE/year





Define offering and customer value proposition

Define pricing strategy

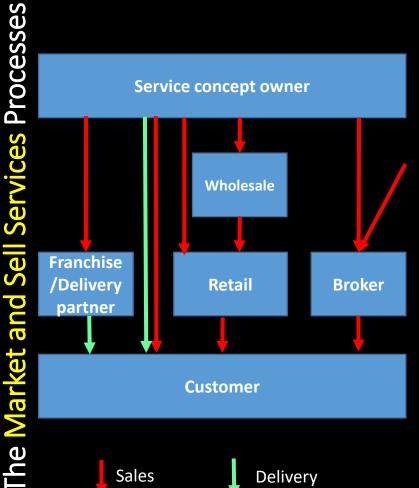
Define and manage channel strategy

Analyze and manage channel performance

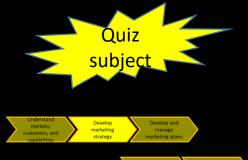
Develop marketing communication strategy



- **Establish** channel objectives
- Determine channel role and fit with target segments
- Select channels for target segments
- Identify required channel capabilities
- Evaluate channel attributes and potential partners
- Orchestrate seamless customer experience across supported channels
 - Define omni-channel strategy
 - Define omni-channel requirements
 - Develop omni-channel policies and procedures
- Develop and manage execution roadmap







Define offering and customer value proposition

Sales

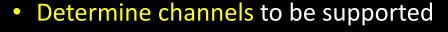
Define pricing strategy

Define and manage channel strategy

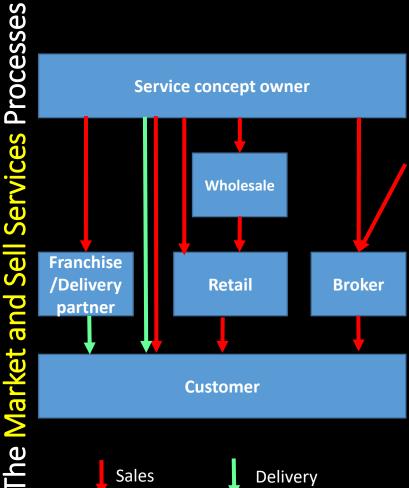
Analyze and manage channel performance

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Design and manage customer loyalty program



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- Identify required channel capabilities
- Evaluate channel attributes and potential partners
- Orchestrate seamless customer experience across supported channels
 - Define omni-channel strategy
 - Define omni-channel requirements
 - Develop omni-channel policies and procedures
- Develop and manage execution roadmap



Delivery

Define offering and customer value proposition

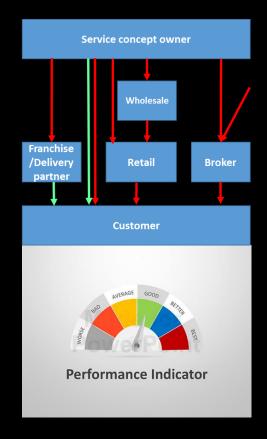
Define pricing strategy

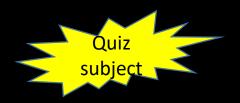
Define and manage channel strategy

Analyze and manage channel performance

Develop marketing communication strategy

- Establish channel-specific metrics and targets
- Monitor and report performance
- Monitor and report events influencing factors
- Analyze performance
- Develop plan for improvements





Define offering and customer value proposition

Define pricing strategy

Define and manage channel strategy

Analyze and manage channel performance

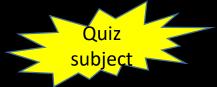
Develop marketing communication strategy

- Develop customer communication calendar
- Define public relations (PR) strategy
- Define direct marketing strategy
- Define internal marketing communication strategy
- Identify new media for marketing communication
- Define new media communication strategy
- Define point of sale (POS) communication strategy
- Define communication guidelines and mechanisms









Define offering and customer value proposition

Define pricing strategy

Define and manage channel strategy

Analyze and manage channel performance

Develop marketing communication strategy

- Define customer loyalty program
- Acquire members to customer loyalty program
- Build engagement and relationship with members
- Monitor customer loyalty program benefits to the enterprise and the customer
- Optimize loyalty
 program value to both the enterprise and the customer





Creating specific plans to market offerings to customers.

This process group includes processes for

- making budgets,
- identifying and developing media,
- pricing services,
- managing packaging,
- managing marketing content and promotional activities,
- tracking and responding to customer insight and
- monitoring measures established within Develop marketing strategy.
- Additionally, in this process group, organizations take action on plans made in earlier processes.
- Here, marketing and customers are managed and measured along with any supporting materials.



Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

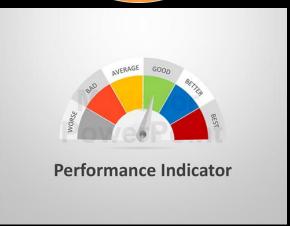
Develop and manage promotional activities

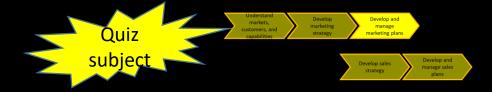
Track customer management measures Analyze and respond to customer insight

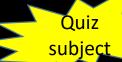
Develop and manage packaging strategy

- Determining what to achieve by marketing.
- Create qualitative and quantitative targets.
- Establish metrics to track performance (for individual Market segments and Channels for target segments).
- Enlist the head of marketing to determine marketing priorities and the related measures. (The decision in establishing these goals, objectives, and metrics is founded in Develop marketing strategy and takes cues from current priorities and organizational strategy.)









Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

Track customer management measures

Analyze and respond to customer insight

Develop and manage packaging strategy

Manage product marketing content

- Confirm marketing alignment to business strategy
- Determine costs of marketing
- Create marketing budget
- Determine projected ROI for marketing investment

Marketing Budget Major Categories



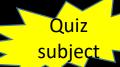
ROI = (Net Profit / Cost of Investment) x 100

The ROI calculation is flexible and can be manipulated for different uses. A company may use the calculation to compare the ROI on different potential investments, while an investor could use it to calculate a return on a stock.

For example, an investor buys \$1,000 worth of stocks and sells the shares two years later for \$1,200. The net profit from the investment would be \$200 and the ROI would be calculated as follows:

ROI = (200 / 1,000) x 100 = 20%

The ROI in the example above would be 20%. The calculation can be altered by deducting taxes and fees to get a more accurate picture of the total ROI.



Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

Track customer management measures

Analyze and respond to customer insight

Develop and manage packaging strategy

Manage product marketing content

 Understand resource requirements for each product/service and delivery channel/method

- Determine corporate incentives
- Determine pricing based on volume/unit forecast
- Evaluate pricing performance
- Refine pricing as needed
- Implement promotional pricing programs
- Communicate and implement price changes
- Achieve regulatory approval for pricing

competition price level

target profit price level

demand-offer equilibrium price level

minimum profit price level

cost level





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Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

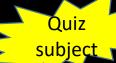
Track customer management measures

Analyze and respond to customer insight

Develop and manage packaging strategy

- Define promotional concepts and objectives
- Develop marketing messages
- Define target audience
- Plan and test promotional activities
- Execute promotional activities
- Evaluate promotional performance metrics
- Refine promotional performance metrics
- Incorporate learning into future/planned consumer promotions





Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

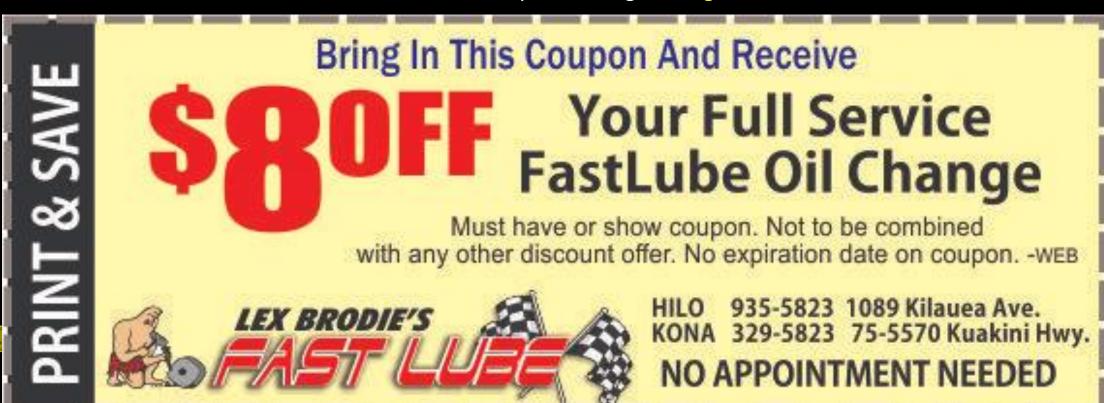
Develop and manage pricing

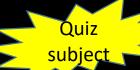
Develop and manage promotional activities

Track customer management measures Analyze and respond to customer insight

Develop and manage packaging strategy

- Define promotional concepts and objectives
- Develop marketing messages





Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

Track customer management measures

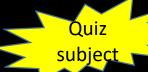
Analyze and respond to customer insight

Develop and manage packaging strategy



- Determine customer lifetime value
- Analyze customer revenue trend
- Analyze customer attrition and retention rates
- Analyze customer metrics
- Revise customer strategies, objectives, and plans based on metrics





Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

Track customer management measures

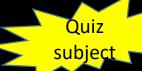
Analyze and respond to customer insight

Develop and manage packaging strategy



- Monitor and respond to social media activity
- Analyze customer website activity
- Analyze customer purchase patterns
- Develop business rules to provide personalized offers
- Monitor effectiveness of personalized offers and adjust offers accordingly





Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

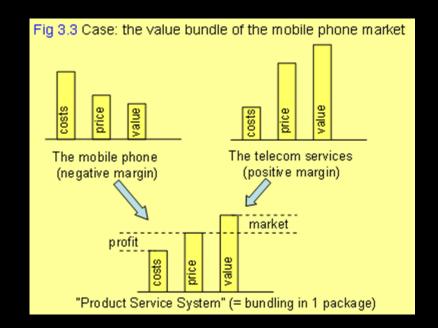
Develop and manage promotional activities

Track customer management measures

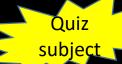
Analyze and respond to customer insight

Develop and manage packaging strategy

- Plan packaging strategy
- Test packaging options
- Execute packaging strategy
- Refine packaging







Establish goals, objectives, and metrics for services by channel/segmen

Establish marketing budgets

Develop and manage pricing

Develop and manage promotional activities

Track customer management measures

Analyze and respond to customer insight

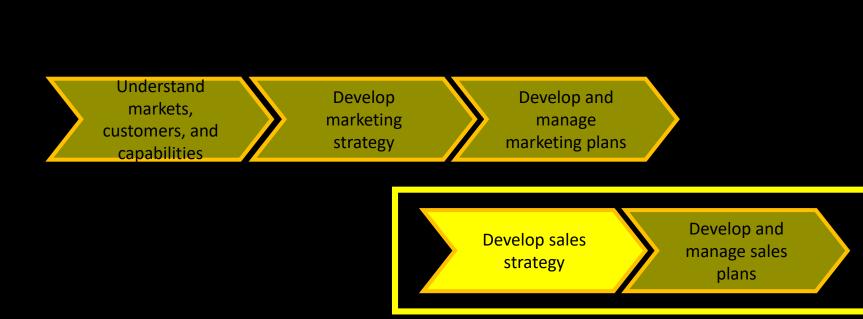
Develop and manage packaging strategy

- Manage product images
- Manage product copy





SERVICES SALES

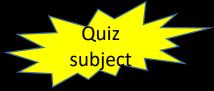


Developing concrete plans for guiding and providing support to the sales function.

Chart a

- road map for the sales function, including
 - an analysis of historical sales data to create forecasts for anticipated sales,
 - forming sales targets,
 - forging partnerships with other economic agents to boost sales,
 - devising a budget for this function, and
 - determining metrics to measure
 - customer management activities as well as
 - progress in achieving sales targets.





Develop sales forecast

Develop sales partner/alliance relationships

Establish overall sales budgets

Establish sales goals and measures

Establish customer management measures

- Gather current and historic order information
- Analyze sales trends and patterns
- Generate sales forecast
- Analyze historical and planned promotions and events



Quiz subject

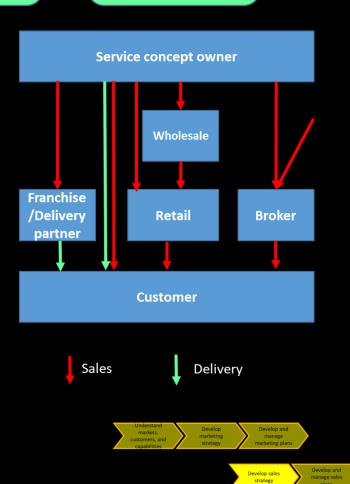
Develop sales forecast

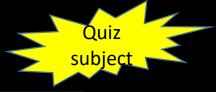
Develop sales partner/alliance relationships

Establish overall sales budgets

Establish sales goals and measures Establish customer management measures

- Identify alliance opportunities
- Design alliance programs and methods for selecting and managing relationships
- Select alliances
- Develop customer trade strategy and customer objectives/targets
- Conduct planning activities for major trade customers
- Establish partner and alliance management goals
- Establish partner and alliance agreements
- Develop promotional and category management calendars (trade marketing calendars)
- Create strategic and tactical sales plans by customer
- Communicate planning information to customer teams





Develop sales forecast

Develop sales partner/alliance relationships

Establish overall sales budgets

Establish sales goals and measures

Establish customer management measures

- Calculate product market share
- Calculate product revenue
- Determine variable costs
- Determine overhead and fixed costs
- Calculate net profit
- Create budget

COST OF SALES



Quiz subject

Develop sales forecast

Develop sales partner/alliance relationships

Establish overall sales budgets





Establish sales goals and measures

Establish customer management measures

- Establishing specific quantitative and qualitative measures of realizing sales targets.
- Create sales targets by analyzing historical sales data and comparing the forecasts to results, in light of customer and market intelligence.
- Examine the performance of sales personnel in light of market opportunities.
- Based on this review, establish sales targets along with metrics to quantify these goals, corresponding with the overall business strategy.





Develop sales forecast

Develop sales partner/alliance relationships

Establish overall sales budgets

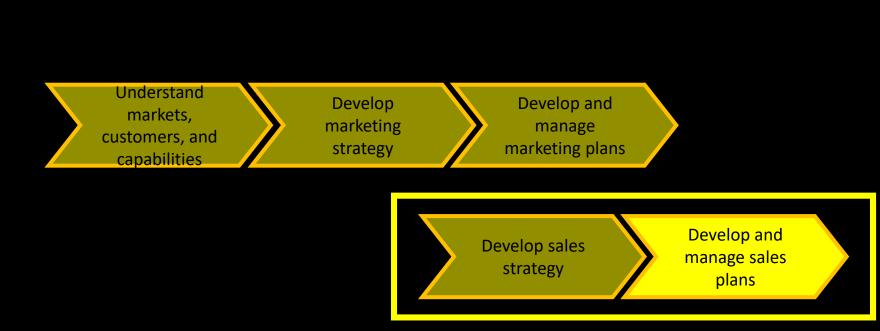


• Identifying the appropriate measures that can represent key attributes of the customer management function.

- Select measures to track customer activity, feedback, satisfaction, organizational responsiveness to customer needs, and general data on how the organization is managing customer accounts, leads, and contacts.
- Select measures based on the nature of the business, the type and size of customer base, strategic goals, and the model used to structure sales and customer relationships.



Establish sales goals and measures



Selling services.

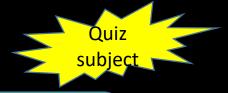
Set appropriate customer expectations.

Work with customers using the same schedule that

- service development,
- and customer service functions follow.

Manage sales personnel and sales partnerships/alliances.





Manage leads/opportuniti es

Manage customers and accounts

Develop and manage sales proposals, bids, and quotes

Manage sales orders

Manage sales partners and alliances

- Identify potential customers
- Identify/receive leads/opportunities
- Validate and qualify leads/opportunities
- Match opportunities to business strategy
- Develop opportunity win plans
- Manage opportunity pipeline
- Determine sales resource allocation
- Manage customer sales calls
 - Perform sales calls
 - Perform pre-sales activities
 - Manage customer meetings/workshops
 - Close the sale
 - Record outcome of sales process





manage sales plans



Manage leads/opportuniti es

Manage customers and accounts

Develop and manage sales proposals, bids, and quotes

Manage sales orders

- Select key customers/accounts
- Develop sales/key account plan
- Manage sales/key account plan
- Manage customer relationships
- Manage customer master data
 - Collect and merge internal and third-party customer information
 - De-duplicate customer data





Manage leads/opportuniti es

Manage customers and accounts

Develop and manage sales proposals, bids, and quotes

Manage sales orders

- Receive Request For Proposal (RFP)/Request For Quote (RFQ)
- Refine customer requirements
- Review RFP/RFQ request
- Perform competitive analysis
- Validate with strategy/business plans
- Understand customer business and requirements
- Develop solution and delivery approach
- Identify staffing requirements
- Develop pricing and scheduling estimates
- Conduct profitability analysis
- Manage internal reviews
- Manage internal approvals
- Submit/present bid/proposal/quote to customer
- Revise bid/proposal/quote





Manage leads/opportuniti es

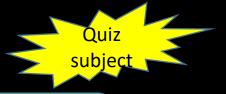
Manage customers and accounts

Develop and manage sales proposals, bids, and quotes

Manage sales orders

- Accept and validate sales orders
- Collect and maintain account information
 - Administer key account details
 - Retrieve full customer details
 - Modify involved party details
 - Record address details
 - Record contact details
 - · Record key customer communication profile details
 - Review involved party information
 - Terminate involved party information
- Determine availability
- Determine fulfillment process
- Enter orders into system
- Identify/perform cross-sell/up-sell activity





Manage leads/opportuniti es

Manage customers and accounts

Develop and manage sales proposals, bids, and quotes

Manage sales orders

- Provide sales and service training to sales partners/alliances
 - Provide certification enablement training
 - Manage certifications and skills
 - Provide support to partners/alliances
- Provide marketing materials to sales partners/alliances
- Evaluate partner/alliance results
- Manage sales partner/alliance master data



SEE YOU (ALL) ON MAY 10TH

Eo C9,10