

Prime BSC™

Balanced Scorecard – Turn your Company into a Strategy-Focused Organization

Prime BSC™ is a performance management computer software that helps organizations to easily translate their strategy into objectives that drive the company behavior and performance. Prime BSC® is the easiest and shortest way to a Strategy-Focused Organization.

Steps to Implement Prime BSC

The following figure illustrates the steps used in Prime BSC to turn your company into a strategy-focused organization.



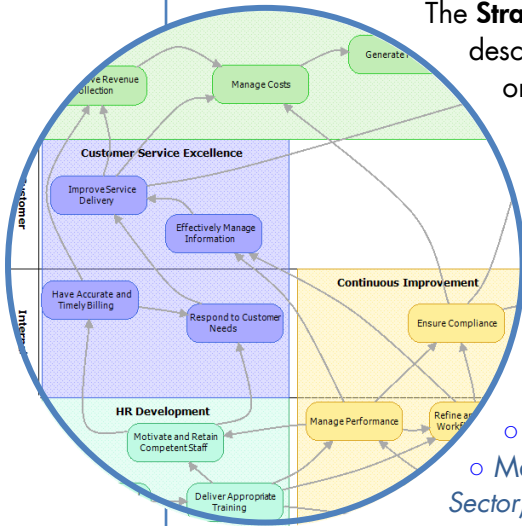
Define your Strategic Destination

Strategy is the way your organization will seek to achieve its vision and mission. As a set of objectives or goals, strategy involves people, resources, and processes.

The **Strategic Destination** describes what your organization will look like after a defined space of time.

Prime BSC allows you to manage the following strategy-oriented information:

- Vision;
- Mission;
- Company Values;
- Mandate (for Public Sector);



Identify your Company Strategic Issues

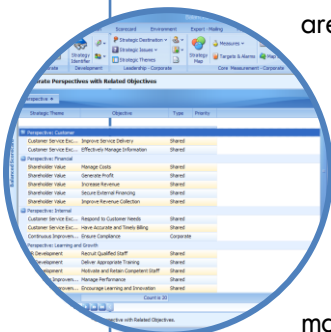
Identifying your organization Strengths, Weaknesses, Opportunities and Threats through the SWOT analysis will help you determine Strategic Themes which path the way to defining your Strategic Objectives.

Prime BSC captures details of the SWOT analysis and groups Strategic Objectives in Themes.

Develop your Corporate Objectives

Objectives are in a form of a statement of what strategy must achieve and what is critical to its success.

Based on Strategic Themes, Corporate Objectives are created and aligned on four perspectives, namely, Learning & Growth, Internal, Customer and Financial. Objectives under these different perspectives follow a natural Cause to Effect logic. This aspect is the main differentiator between the BSC and the other approaches to organizational performance measurement.



Using *Prime BSC* you can effortlessly generate the corporate Strategy Map – a powerful management visualization tool depicting the Cause and Effect relationship between all objectives under the various perspectives. Strategy maps can be generated for any cascaded level of an organization.

Identify & Define Key Performance Indicators (Measures) for all your Objectives

Measures define how success in achieving the Strategy will be measured and tracked.

At this stage, knowing the *Baseline* of each measure, you define its *Target* and *Alarm*. Targets are results to be achieved, and Alarms are an edge against poor performance. Using these indicators, the company performance will be rated on a scale of **three scores** – **1** for *Poor Performance* (significantly below targets), **2** for *Good Performance* (on track or within limits), and **3** for *Excellent Performance* (above targets).

Prime BSC uses **dashboards**, **charts** and **color-oriented reports** to represent the three scores. The **Red** color is used for a score of 1, the **Amber** color for 2, and the **Green** color for 3.

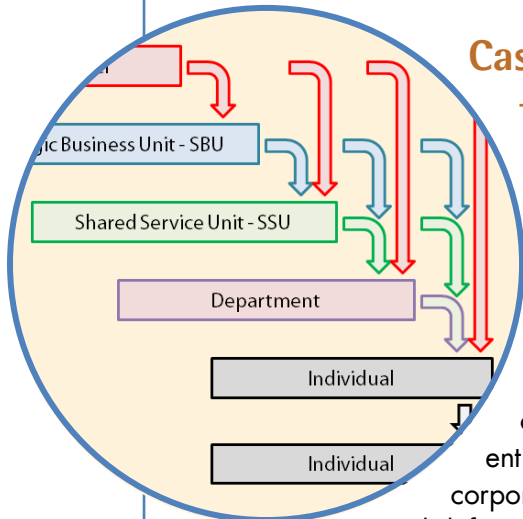
Identify, Define and Implement Projects (Initiatives) based on Strategic Objectives

Initiatives are key action programs required to achieve the company objectives. Many Initiatives can be identified for a single objective.



Prime BSC has a fully-fledged project management tool to help you quickly and efficiently identify, define and track Initiatives based on strategic objectives. The Prime BSC software depicts the following information with regards to initiatives:

Complexity – Impact – Priority – Implementation Phases – Implementation Plan – Cost – Resources (RASIC for Responsibility, Accountability, Support, Informed, and Consulted).



Cascade Objectives to the various Organizational Entities

Strategic Objectives can be cascaded from and to different company levels. These entities can inherit corporate **Shared Objectives** and define their own

Contributory Objectives or **Hybrid Objectives**.

Shared Objectives are cascaded corporate objectives used at cascaded level without any change in their definition. **Contributory Objectives** emanate from cascaded objectives and are a variation of the same. **Hybrid Objectives** are completely new objectives created at cascaded levels.

Cascading consistency is key to Prime BSC. Six entity levels are managed within the application, namely, – Corporate – Strategic Business Units (SBU) – Shared Service Units (SSU) – Departments – Strategic Teams – and Individuals (job positions). Corporate is the highest level and Individual is the lowest. Cascading can occur from any

level to any lowest one. Objectives at an Individual level can be cascaded to other individual levels. All levels below the corporate one can create their own contributory and hybrid objectives.

Objectives Working Scorecards,

or key activities, are captured on a daily basis to track the progress of goals achievement.



Management in conjunction with staff members having objectives under their responsibility can decide and work on Career Development Plans (CDPs). CDPs are approved by the Human Resource Department before being used. CDPs will hold details on Areas to be Focused on, Training Requirements, Exposure required, and Individual Future Plans.

Capture, Evaluate and Publish Corporate and Scorecard Results

The BSC Evaluation step comes after the Execution phase. The company Leadership team focuses on corporate results and the Management, HR Department and the rest of the staff members focus on the scorecard results.

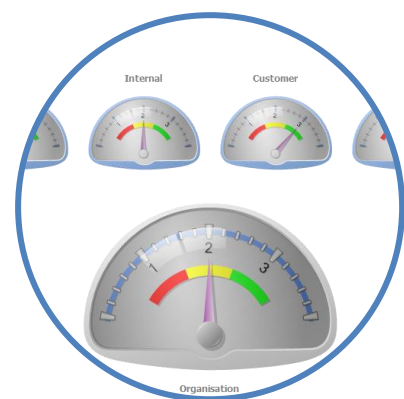
Prime BSC produces several reports to help quick and efficient decision making.

Remunerate Staff Members

Corporate and scorecard performance results lead to staff members' remuneration in terms of salary increment and periodic and/or annual bonus.

A Powerful Tool for You

Prime BSC is indeed your one stop shop for turning your company into a strategy-focused organization in an easy, efficient and effective manner.



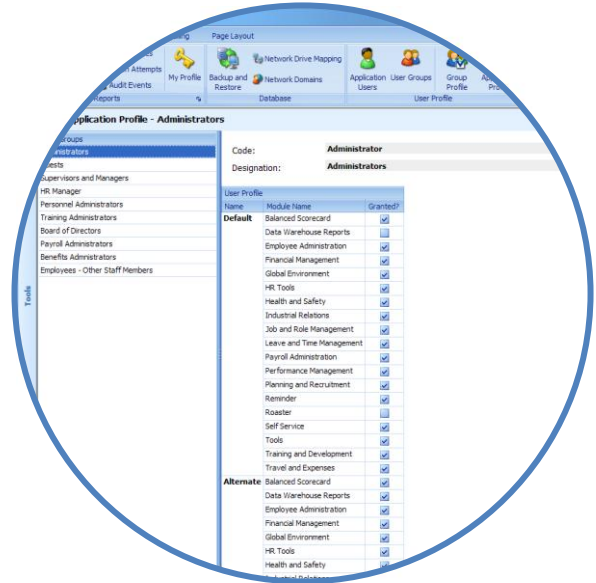
Protect your Employees Privacy

Security of access to information is a key consideration; hence **Prime BSC™** ensures that information is strictly protected from unwanted access through the logical grouping of employees according to what information they need to access through a systematic grouping by *Domains*.

Prime BSC™ protects your employees' privacy at different levels. Access to resources is password controlled. The user profile determines the level of access to sensitive information.

Audit trail and process logging is also provided to enhance your system security.

A time-limit access to your Balanced Scorecard resources can be granted to company consultants. These will not be able to use the system beyond the defined period.



System Requirements

Workstation

- Windows XP, Windows Vista, Windows 7, Windows 8 or latest
- Pentium PC with 64Mb memory and 100Mb disk space or higher

Server

- Windows Server 2000, 2003, 2008 or latest
- Pentium PC with 500Mb memory and 10 Gb disk space or higher
- Microsoft IIS 6.5 or higher

Database

- Firebird (inclusive distribution)
- SQL Server
- Oracle
- .NET Provider Compatible SQL-based Relational Databases



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