

<u>Use A Balanced Scorecard (BSC) To Measure</u> <u>Performance Indicators (KPI) In Continuous</u> <u>Improvement Achieving Smart & Strategic</u>





Use A Balanced Scorecard (BSC) To Measure Performance Indicators (KPI) In Continuous Improvement Achieving Smart & Strategic Goals

Course Objective

- Explain the benefits and importance of a Strategy Focused Organization (SFO)
- ➤ Develop a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis, vision and mission statements and strategic goals for their organization or department
- ➤ Use 'SMART' objectives and key performance indicators to track the performance and productivity at all levels in their organizations
- ➤ Apply the approach of best-in-class benchmarking technique to set targets for each KPI
- ➤ Design a balanced scorecard based on the Kaplan and Norton model

Target Audience

- ➤ All managers and supervisors involved in strategic planning and performance management.
- ➤ The course is also very helpful to those involved in improving performance and measuring results.





Course Outline

Benefits of strategic management and planning

- ➤ The strategy focused organization
- ➤ Why implement the balanced scorecard
- > Strategic planning needs and benefits
- ➤ A strategic planning model
- ➤ The importance of the balanced scorecard
- ➤ Balanced scorecard steps and timeline

'SWOT' analysis, vision and mission statements

- ➤ The purpose of a 'SWOT' analysis
- > 'SWOT' in brief
- ➤ Linking the results of the 'SWOT' findings to future objectives and initiatives
- > Definition of a vision statement
- > Importance of a structured mission statement

Developing performance measures and control systems

- > Goals, objectives, and targets
- ➤ 'SMART' objectives
- ➤ Key performance indicators and Units of Measures (UOMs)
- ➤ Aligning KPIs to company strategy
- ➤ Obstacles to measurement
- ➤ Developing strategies and initiatives that will assist in achieving the targets
- > Developing strategies



Benchmarking as a tool to set targets

- Objectives and basics of benchmarking
- > The who, what and why of benchmarking
- > Different methods of benchmarking
- ➤ Who to benchmark against
- > The benchmarking process

The balanced scorecard as a strategic management system

- Strategic planning and strategy execution
- > Reasons behind failures of well-formulated strategies
- > Translating the vision into everyday actions
- ➤ Importance and history of the balanced scorecard
- > The premise behind the balanced scorecard
- ➤ Principles of the strategy focused organization
- ➤ Measuring business strategy from the financial, customer, internal, business or process and learning and growth perspectives
- > Strategic alignment and goal setting
- ➤ Linking the balanced scorecard's KPIs to strategy
- > Strategy map: specifying relationships and making them testable
- ➤ The importance of initiatives
- > Evaluating initiatives
- ➤ Managing initiatives
- ➤ Soft and hard KPIs
- ➤ Leading and lagging KPIs
- > Reporting and evaluating results
- ➤ Cascading the balanced scorecard
- > Implementing a balanced scorecard program



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