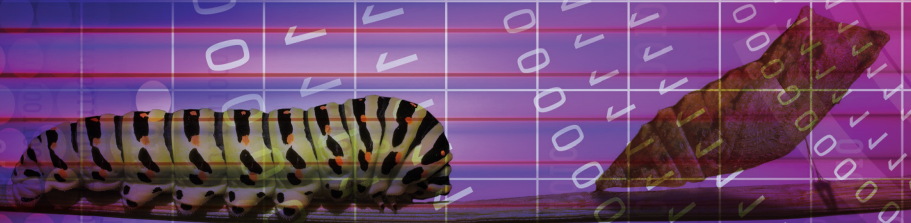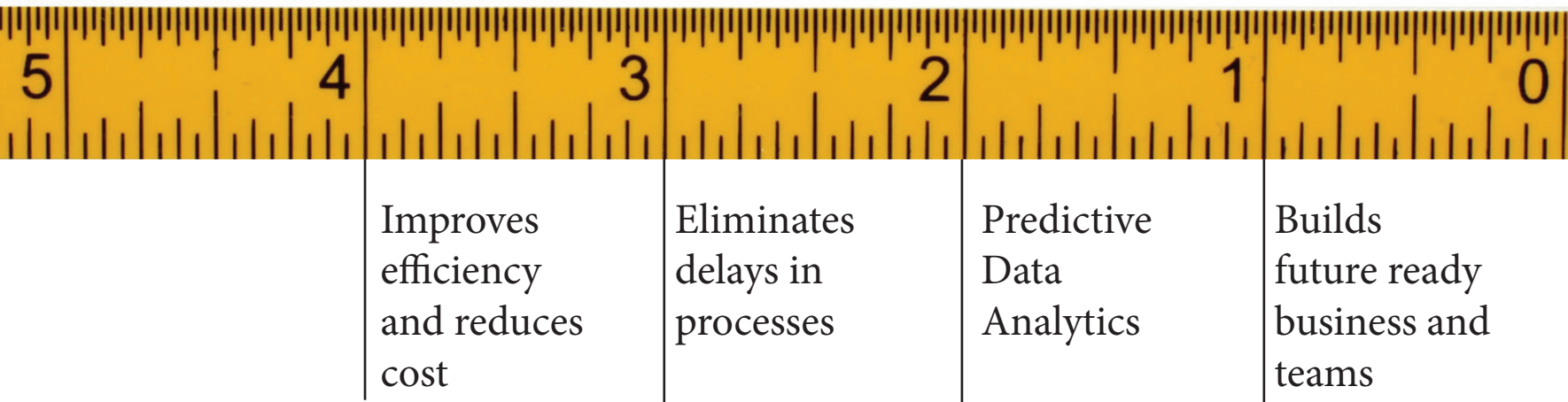# Step up your digitilization plan

Manuj Dua
Associate Director
Digital Automation and Transformation Services (DATS)

Why Digital

Digitization is a measurable RoI

| 5 | 4 | 3 | 2 | 1 | 0 |

| Improves efficiency and reduces cost | Eliminates delays in processes | Predictive Data Analytics | Builds future ready business and teams |

5 Steps to go Digital

ASA
Going The Extra Mile

PLAN

Outlay your digital goals

....

Create a budget for your expectations goals

....

Identify champion from each business process to build a core digital team

2 ~ 3 weeks

ANALYSE

Break business into 4-6 processes

....

Study each process for digitalization

....

Identify areas that can be automated along with expected benefits

4 ~ 5 weeks

STRATEGIZE

Defining the roadmap for implementation

....

Ownership of each implementation with Process Champions

....

Define features of desired automation under each process

2 ~ 3 weeks

DEPLOY

Identifying available technologies and comparing them

....

Deploying the tool and ensuring cyber security

....

Setting a training camp

Ongoing

MONITOR

Measuring the impact of new technology

....

Reassessing the tool as per changing needs

....

Setup a clear system of meetings to evaluate and report

Ongoing

Transformation Areas

| Business Functions	Indicative Scope
Record to Report (R2R)	• Accounting automation with bots • Expense Management Solution • Statutory compliance monitoring (case study ahead) • Analytical dashboards for reporting and forecasting
Order to Cash (O2C)	• Order management and invoicing • Customer Relationship Management
Procure to Pay (P2P)	• Vendor onboarding platform • Inventory management • Logistics tracking
Hire to Retire (H2R)	• Recruitment automation • Payroll and tax automation • Performance management system • Learning management systems
Administration	• Visitor management systems • Meeting setup and scheduling
Cyber Security	• Secure database management • Firewall verification • Email and website security protocol testing • Cloud structure optimization

ASA

Going The Extra Mile

Case Study
Compliance Management Solution

ASA
Going The Extra Mile

CONCERN
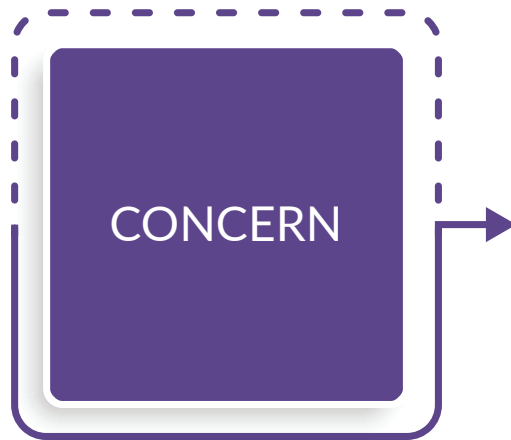
- The compliance division of a manufacturing company was struggling to manage a large number of compliance requirements.

- The existing process was manual and running on excel spreadsheets and minimal revision frequency.
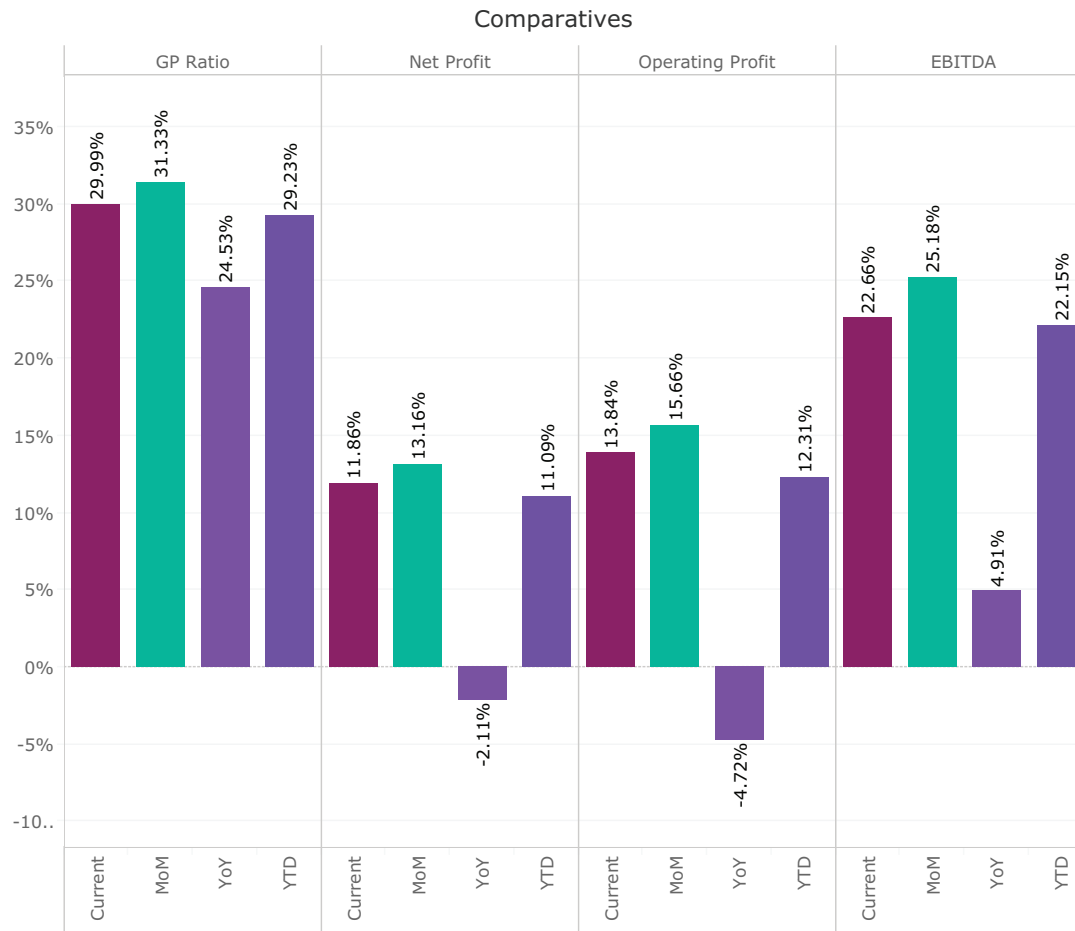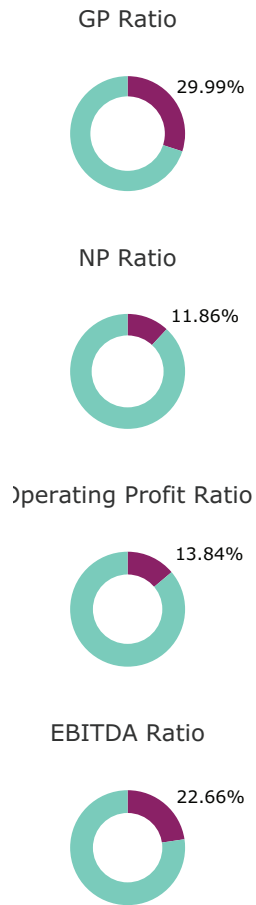
SOLUTION OFFERED

- Compliance management solution identified with predefined checklists, reminders and regular updates in consonance with law.

- Compliance requirement of each branch office mapped and updated in the tool. Approval mechanism setup to ensure proper reviews.

Data Analytics
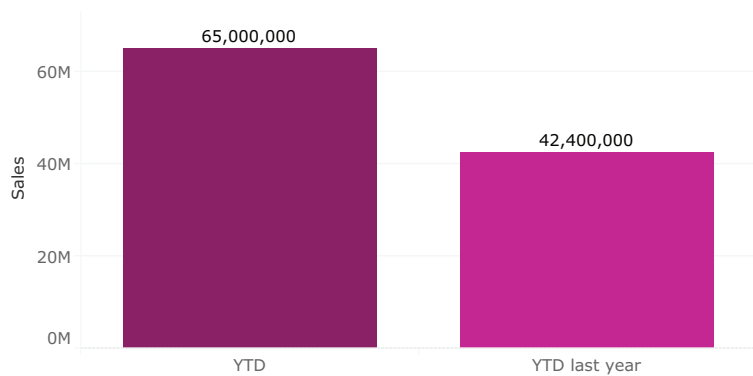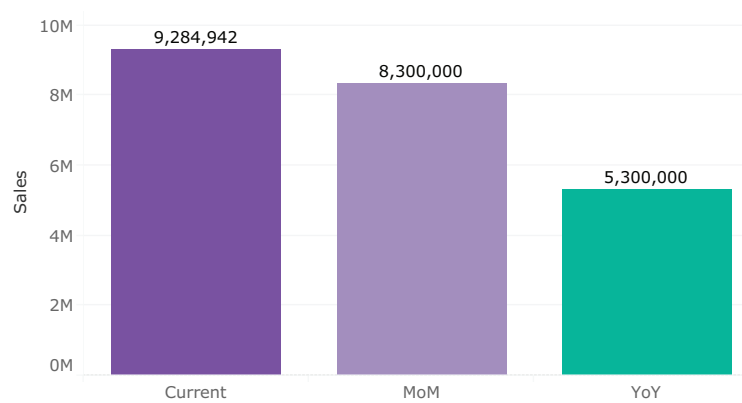## *(Sample Dashboard - Profitability Analysis)*
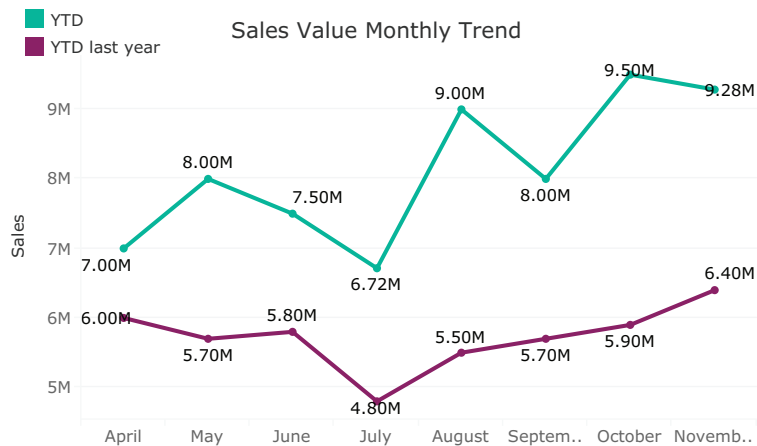
Data Analytics
(Sample Dashboard - Sales Analysis)
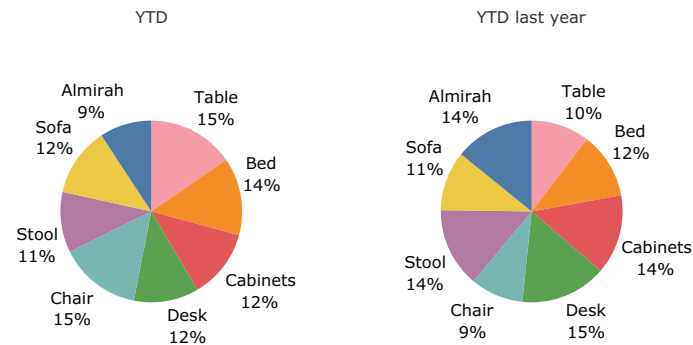

YTD Sales Comparison

- YTD: 65,000,000
- YTD last year: 42,400,000

Monthly Sales

- Current: 9,284,942
- MoM: 8,300,000
- YoY: 5,300,000

Sales Value Monthly Trend

Legend:
- YTD
- YTD last year

YTD:
- April: 7.00M
- May: 8.00M
- June: 7.50M
- July: 6.72M
- August: 9.00M
- September: 8.00M
- October: 9.50M
- November: 9.28M

YTD last year:
- April: 6.00M
- May: 5.70M
- June: 5.80M
- July: 4.80M
- August: 5.50M
- September: 5.70M
- October: 5.90M
- November: 6.40M

Product Sales Comparative

YTD
- Table 15%
- Bed 14%
- Cabinets 12%
- Desk 12%
- Chair 15%
- Stool 11%
- Sofa 12%
- Almirah 9%

YTD last year
- Table 10%
- Bed 12%
- Cabinets 14%
- Desk 15%
- Chair 9%
- Stool 14%
- Sofa 11%
- Almirah 14%

Data Analytics
(Sample Dashboard - Sales Analysis)

Top 10 Regions - 2020

Haryana 7,570
Delhi 6,803
Rajasthan 6,999
UP 7,323
Gujarat 6,572
MP 4,810
West Bengal 5,342
Chhattisgarh 7,143
Odisha 5,326
Goa 7,112

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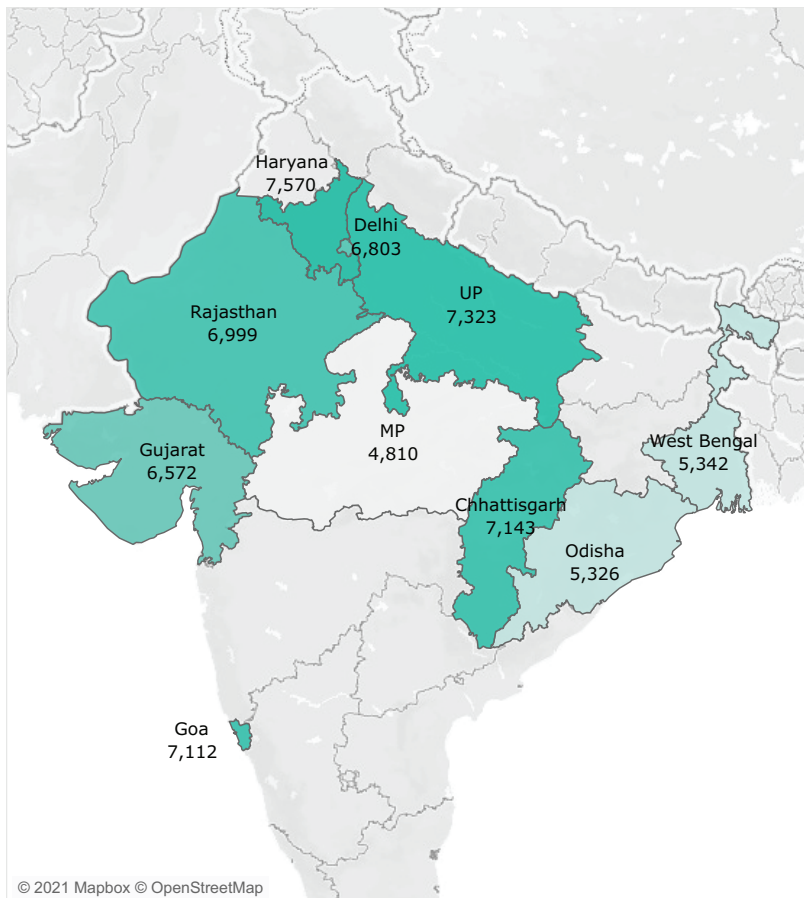
Top 10 Customers

Name	Year	
	2020	2019
MCY Ltd	8,878	5,791
SRY Ltd	8,875	5,789
STY Co	8,444	5,508
TSU LLP	7,010	4,573
UDT Ltd	7,007	4,570
ASD Enterprises	6,431	4,195
YDK Associates	5,680	3,705
DHJ & CO	4,733	3,087
XYZ Co	4,058	2,647
ABC Ltd	3,884	2,534

Top 10 Products

Product	Year	
	2020	2019
Stool	7,991	5,213
Almirah	7,705	5,026
Chair	7,178	4,682
Table	6,837	4,460
Cabinets	6,482	4,228
Desk	6,425	4,191
Bar Table	6,050	3,947
Bed	5,995	3,910
Dining Table	5,442	3,550
Sofa	4,896	3,194

Effective Cyber Security

Integrity

Keeping information from being altered, like accounting records

Confidentiality

Information that is sensitive, like customer database

Availability

Ensuring those who rely on accurate information can access it, like inventory in hand

Secure Your Business

Reinforcing confidence in your digital setup

Ensuring security protocols are as per industry benchmark

Real-time assessment of network and data

Certifying your security structure under various regulations