# - MASTER YOUR  




## Today’s Agenda

## 1. People 2. Products <br> 3. Processes

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## People Bookkeeper Tax Preparer Accountant

## People Questions

- Are you current?
- How do you communicate?
-What are the costs?

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## Choose wisely.

## Reconsider regularly.

## What systems do you

 need to support your operations and financial record keeping?Nadia S. Anderson, CPA, CWEP wwww.andersonmeansbusiness.com

## Products for <br> Financial Tracking

- Money In - Money Out

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## Products for Financial Reporting

 Profit and Loss Statement- Income - Expenses
- Net profit or net loss
- Period of time reporting


## Products for

## Financial Reporting

 Balance Sheet- Assets owned
- Liabilities owed
- Equity earned
- Point in time reporting

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## Products TIP

- functionality
- convenience
- security


# You can only expect what you inspect. 




## Processes

## What is your process for categorizing financial transactions?

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## Processes

## What is your

 process for estimating \& analyzing financial performance?Nadia S. Anderson, CPA, CWEP wwww.andersonmeansbusiness.com


## Practice makes

## progress with process



## Profit

## Revenue - Expense = Profit (Loss)

## Profit Margin

## Profit / Revenue = Profit Margin \%

## Profitability

## $\$ 100-\$ 90=\$ 10$ <br> 

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## Profitability ת $\$ 10 / \$ 100=10 \%$

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## Increase Sales

## - More events? - Increase prices? - New offerings? - Loyalty offerings?

## Decrease Spending

## - Buy fewer supplies? <br> - Negotiate expenses? <br> - Change vendors? <br> - Reduce waste?

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## How can I...

## - increase revenue? - decrease expenses?

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## Recap

## 1.People 2.Products 3.Processes 4.Profitability

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