

A3 Reporting

A method of conveying information in a simple easy to read and understand format, saving time spent compiling and formatting.

Aimed at

Middle to upper management.

How

By compiling A3 reports in a standard format, all information can be delivered easily with the minimum of time spent trying to find the information in the report.

Outputs

Standard format reporting.

Can be used for all manner of written material, problem solving analysis, business case, breakdown reporting etc.

Benefits

Speedy conclusions can be extracted

Common language for all reporters.

Concise information.

Clear situational explanations.