

The Fastest, Easiest Way to Write a Business Plan!

Create a Compelling First Draft in Just 90 Minutes...

The One Page Business Plan®



**The Fastest,
Easiest Way
To Write a
Business Plan**

EXECUTIVE EDITION

Point, Click, Plan!

INTERACTIVE PLANNING COURSEWARE & TOOLKIT

Point, Click, Plan!™ is designed to help you write a clear, concise, and understandable business plan on a single page in the quickest and simplest way possible. This self-paced, interactive learning tool teaches you how to create a One Page Business Plan... as you write! It contains everything you need to craft a One Page Plan in far less time than is needed compared to any other "conventional" planning process.

- Learn One Page Planning techniques in minutes... not hours
- Interactive prompts help develop plans... quickly and easily
- Powerful visual tools streamline learning and facilitate retention
- Over 150 practical examples

No complicated Terminology or Software to Learn...

- Write a plan for a company, profit center, department or program
- Use as a self-guided course or interactive group planning tool
- Quickly convert traditional strategic plans into concise One Page Plans
- Consistent and compatible with Balanced Scorecard Methodology
- Significantly reduces time spent on planning
- Plans are clear, concise, understandable... and actionable

***"The One Page Business Plan
is an out and out winner!"***

- Tom Peters, Author,
*In Search of Excellence, The Circle
of Innovation and Re-imagine!*

The One Page Business Plan® is an innovative approach to planning based on the bestselling book... now in its tenth year of publication. Tens of thousands of One Page Plans have been written worldwide... one contributing to a client's 2003 Malcolm Baldrige National Quality Award. Other companies using One Page Planning include AOL, Oracle, Ford, Monsanto and McKesson. Over 30 major universities teach our methodology.

ONE
PAGE
PLAN

"I Just Created my Division's Plan in 90 Minutes with Point, Click, Plan!"

IT WORKS!

This is the new way to plan. No wasted time. In a short time, I had a solid draft. Two days later my entire team had their One Page Plans drafted and ready for review and alignment. Time previously spent on planning is now being spent on execution!

Craig Peddie
Vice President and General Manager
America OnLine, Inc.

Point, Click, Plan!

Getting Started

- Introduction
- User Tips
- Overview

Lessons

- Vision
- Mission
- Objectives
- Strategies
- Action Plans

Wrap Up

- Polish & Edit
- Sample Plans
- Resources
- Implementation

• Create/Open Plan

• View May Plan

• Exit

ONE PAGE PLAN

Crafting Objectives - What will you measure?

1) Review sample Objectives on all four tabs. 2) Click Select Box to add an Objective (max of 9). 3) Fill in the blanks, edit to preference. 4) View all Objectives at Preview Tab. 5) Click on any Objective to continue editing. 6) Deselect an Objective by un-checking Select Box.

Financial	Customer	Process Improvement	Learning/Growth	Preview Objectives
<input checked="" type="checkbox"/> Revenues	Achieve 2005 sales of \$900,000,000.			
<input checked="" type="checkbox"/> Profit	Earn pre-tax profits in 2005 of \$90,000,000.			
<input type="checkbox"/> COGS				
<input checked="" type="checkbox"/> Gross Margin				
<input type="checkbox"/> Project Profitability				
<input type="checkbox"/> Operating Expense				
<input type="checkbox"/> Inventory				
<input checked="" type="checkbox"/> Receivables	Reduce the number of Day Sales Outstanding from 60 to 45 by June 30th.			
<input type="checkbox"/> Bad Debt				
<input checked="" type="checkbox"/> Blank	New Accounts			
	Add 600 new accounts in 2005; 250 in first half, 350 in second.			
<input checked="" type="checkbox"/> Blank	Introduce new Internet product by Ma			
Process Improvement				
<input checked="" type="checkbox"/> Blank	Increase sales per employee from \$250,000 to \$350,000 in 2005.			
Learning/Growth				
<input checked="" type="checkbox"/> Output per Employee	Increase completed job orders per employee from 28.5 to 32 per week.			

ZTEC International, Inc.

Unit: Consolidated Plan
Year: 2005

on, President, CEO Last Updated 8/16/2004

Within the next three years grow ZTEC International Inc. into a \$2 billion global provider of integrated work-flow solutions for Fortune 1000 companies, major municipalities and government agencies.

ZTEC International, Inc. will be headquartered in San Francisco with offices in New York, Dallas & London

Build productivity solutions that reduce the cost of labor, materials and maintenance!

strategies

- Achieve 2005 sales of \$900 million.
- Earn pretax profits in 2005 of \$90 million
- Increase gross profit from 46.5% to 55%.
- Reduce the number of Day Sales Outstanding from 60 to 45 by June 30th.
- Add 600 new accounts in 2005; 250 in 1st half, 350 in 2nd half.
- Introduce new Internet product by Mar. 31; achieve Q2 sales of \$25m; Q3 \$50m; Q4 \$85m.
- Migrate at least 600 existing clients to ZTEC Internet product by 2nd quarter 2005.
- Increase completed job orders per employee from 28.5 to 32 per week.
- Increase sales per employee from \$250,000 to \$350,000.

action plans

- Become nationally known for solving large scale process mfg. maintenance problems.
- Competitive Positioning: Optimize user-based pricing; modular systems for flexibility.
- Product Approach: Configure rather than customize; business rules vs custom programs.
- Enhance customer implementations by having people & resources in place before needed.
- Develop Employee Incentive Programs to allow the team to share in the rewards.
- R&D: Workflow solutions, open systems, multi-platform, object-oriented, flexible.
- Develop aligned team with sense of urgency, responsibility and accountability.

export plan print

Your completed plan can be saved, printed, or exported to Microsoft Word® for sharing with others

www.onepagebusinessplan.com

System Requirements: 500 MHz Processor or higher. Microsoft Windows® 98 SE, 2000, Me, XP, NT 4, or later. For optional export of plan Microsoft Word® is required. Microsoft Internet Explorer® 4.0 or later, or Netscape® 4.0 or later CD ROM Drive 32 MB RAM (256 MB Recommended)