

# White Paper

Activity Analyzer is a complete activity-based information system that combines ease of use with full functionality and high performance. The following modules are available:

- Activity Analyzer
- ABC Toolbox for Visio
- Business Analyzer
- AutoRunner
- EIS Builder
- Time Reporter

## System Architecture

*Activity Analyzer* runs on any client PC running Windows 98 or higher and any network server running Windows 2000 or higher. It has a state-of-the-art GUI that features drag and drop assignments, drop-down selection lists, lookup windows, toolbars, local menus, customizable browse grids, modifiable screen setups and right mouse controls. It can be configured to accurately represent any manufacturing, distribution, financial, service or government organization.

Activity Analyzer follows basic CAM I concepts and terminology and is structured so that activities consume resources and cost objects consume activities.

Employees can be assigned to activities individually, or in groups, and expenses can be assigned by general ledger account. Activity Analyzer calculates and reports the cost of performing each activity, as well as total headcount and the number of full-time-equivalent employees (FTE) assigned.

Activity analysis is supported through the use of attributes, performance measures, root cause inefficiencies, non-value added costs and capacity utilization.

Activities can be linked to processes and activity information summarized by process. Performance and output measures can be assigned and cost rates calculated for each process.

Product costing can be accomplished using multi-dimensional cost objects or item master cost objects. Multi-dimensional cost objects represent products, services, customers, market segments, sales channels, orders, and more. These cost objects can be structured into a hierarchy in order to view costs and profitability at each level and in total.

Item master costing uses a bill of material to calculate item costs and follows the typical format found in most ERP systems.

**ABC Toolbox** allows you to use Visio 2000 or higher as a visual front-end to Activity Analyzer for activity and process costing. Working with Visio and the Toolbox, it's possible to draw process diagrams, create processes with activities linked to each process, assign resources, activity drivers, attributes, performance measures and root causes, calculate activity and process costs and print any of more than 100 standard reports. The ABC Toolbox and Activity Analyzer are seamlessly integrated through OLE 2 automation and share a common database.

**Business Analyzer** provides a complete solution for activity-based budgeting, forecasting and what-if modeling. It's fully integrated and adds significant functionality to Activity Analyzer. Business Analyzer provides a set of tools that make it simple to test different scenarios and measure the impact of certain changes on costs and profitability. Scenarios can be mixed and matched for comparison purposes over a virtually unlimited number of comparisons.

A consumption-based calculation program recalculates resource requirements based on changes to product mix and/or activity driver volumes. Activity-based budgets can be automatically constructed based on these resource requirements. Scenarios can be used to represent budget periods and for tracking actual costs against budget.

**AutoRunner** allows you to run external programs that read or update data in an Activity Analyzer database. This makes it possible to create all types of custom utility programs and to automate the running of costing and data update functions. External programs can be developed in your tool of choice, including, Microsoft Access, Oracle, Visual Basic, PowerBuilder, C++ and more.

**EIS Builder** extracts data from Activity Analyzer and formats it into multi-dimensional ready files that can be read by Cognos PowerPlay<sup>®</sup> Transformer. A basic set of data models or "cubes" for Cognos PowerPlay<sup>®</sup> is also included.

**Time Reporter** is a comprehensive employee time reporting system that allows for on-line entry of employee time against activities as well as integration with ODBC compliant third party time reporting systems.

Because it is integrated with Activity Analyzer, the full effect of time reporting is reflected throughout the database. For example, based on the hours an employee reports, Time Reporter automatically calculates the employee's total wages using standard and overtime pay rates, updates the total resource driver hours the employee worked and updates the number of hours worked on each activity assignment. This greatly simplifies the model update process as days worth of work is reduced to a few minutes.

In addition to full employee time reporting, Time Reporter can also be used as a survey tool where employees enter the percentage of their time spent on each activity.

Time Reporter can also be used to enter non-employee related expense amounts directly to activities.

## ***Key Features***

- Open database architecture allows direct access to model data with ODBC compliant software tools like Microsoft Access and Excel, Crystal Reports and more.
- Multi-period activity-based budgeting and “what-if” scenario modeling.
- Consumption-based planning and forecasting.
- Unlimited simultaneous read/write access to one or more models across a LAN.
- Remote access over a LAN/WAN connection or browser-based access via the Internet.
- User defined fields and screen setup options configure models to accurately represent any manufacturing, distribution, financial, service or government organization.
- Fast processing speeds handle unlimited model size and level of complexity.
- Multi-dimensional cost object analysis with defined dimensions and multi-level contribution reporting.
- Item master table with bill of materials for building complex multi-level product structures.
- Process costing and analysis integrated in the ABC Toolbox for Visio.
- More than 100 standard reports.
- Import utility allows data from core systems to be imported in all ASCII formats as well as Excel spreadsheets.
- Extract and map data from external databases (Oracle, Sybase, SQL Server, etc.) directly into Activity Analyzer.
- Run external (Access, Visual Basic, C++) programs and automate the execution of costing and data update functions.
- Connect directly to ODBC databases without special “links” software.
- Reference guide, tutorials and complete database file layouts.
- Windows XP format on-line help system.

## Features

## Activity Analyzer

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### *Technical Specifications:*

Operating System            Windows 98, XP and 2000/2002/2003

Minimum Chip  
Requirements                Pentium 266 MHz

RAM                            128 MB minimum

Hard Disk Space            100 MB

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Network Capabilities      Multi-user with simultaneous read/write  
access to multiple project databases.  
All Windows compatible networks.

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Import/Export                *Format:*  
Import and Export utilities handle  
ASCII and Excel formats.  
Directly access data with ODBC drivers.

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Annual Software  
Maintenance                30 days free after which annual basic and premium support packages  
can be purchased.

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Documentation                Documentation provided with software:  
User Reference Guide  
Tutorials  
Data dictionary containing complete database  
file formats and indexes

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