**MEMO**

**To: The Manager**

**From: Lynissa Berry**

**Date:2/23/2017**

**Subject:** The implementation of the information system into our organization

From the previous reports to the executives, I intended to implement the information system in the organization, and from the research I did am satisfied that it would be the best for the organization. I will continue to use the local-vox software in the market for efficiency. The policy will try to cover the local, social and even the mobile networks in the new market. The idea of the information system was not to overshadow the information technology on the premises but to enhance the accomplishment of other stuck projects. The main aim of writing this memo is to assure my manager that I am ready for the project presentation and show the importance of the project.

They are various issues that I need to accomplish before the next week presentation. In the last report, the organization had not implemented the price changes for the products to maintain customers in boom or low-peak seasons. After doing my research, the consumers are now happy with the changes, and they are will to be loyal customers to the organization because now they can purchase goods that are worth the value of their funding. The significant change that the organization needs to address about is the fixed prices in different seasons. In regards to that, the system in the corporation has incorporated the products that are of good quality and even sold at relatively low prices now that we have the customers. This is what has to be accomplished, and the firm should be happy about it.

The assistance that I need to perform my project is to find a way of empowering the organization sales agents. They are individuals who are critical in transforming the firm shortly. The sales agents play an essential role in offering the firm with suitable information about the product and re-organization of the premises. The organization should find a way to educate the sales agents as well as the lessons they learn from the field stick as they bring in information to the company from the customers.

The matter that is arising in this project is that the customers require the organization to ensure that all its products are useful and also the firm need to increase the speed. The customers also prefer the system that has less unnecessary downtime. The organization has been having this problem for the duration of time, and it needs to be addressed to accomplish the consumers want. The corporation would need to implement the system to reduce the unnecessary downtime that would interfere with the market competitiveness of the solid products. The organization seeks to diversify and expand into new markets, and the customer’s point of view is required here, and the information system should handle the situation.

For the project to be ready for presentation, the products should be incorporated into the new system. It will increase the competitiveness of the organization. The organization should check on the issue of the speed and production of efficient and also reliable goods to the consumers for more productivity and competitiveness. The initial system should be speedy to increase efficiency and decrease the unnecessary downtime. The aspect would make the organization goods to be sold at relatively low prices.

References

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Perera, H. S. C., and W. K. R. Costa. "Analytic hierarchy process for selection of ERP software for manufacturing companies." Vision 12.4 (2008): 1-11.