



C.O.D.E.

How We Create Unlimited
Value and Long-Term
Profitability

www.profitGOLDgroup.com





The CODE Method

Companies need tools that not only create results, but are adaptable to meet the changing landscape of their industry... in “real time”.

J. Benjamin – Founder / CEO 

C.O.D.E. Stands For



C - CRITERIA EXTRACTION

O - CONTENT OPTIMIZATION

D - STRATEGIC DIRECTION

E - DETAILS OF EXECUTION



C – Criteria Extraction

Our Interview Process

Through a series of staff interviews, we extract the processes, tribal knowledge, and best practices for each internal role under optimization.





The diagram consists of four rounded rectangular boxes arranged in a 2x2 grid. Each box contains a numbered step and a description. The steps are: 1. Data Organization, 2. Underwriting Process, 3. Detail Implementation, and 4. Underwriting Approval. The boxes are dark blue with white text. The background is a dark blue gradient with decorative elements: a small star on the left, a large star on the right, and abstract shapes at the bottom.

1. Data Organization

A separation of data into processes, knowledge bases, criterias of thought, and executable tasks

2. Underwriting Process

A critical review of all content to request clarity and “deep dive” information as applicable to ensure understanding from an external perspective.

3. Detail Implementation

An AI process of articulating all information into documented step-by-step formatting based upon the enhanced information retrieved through the underwriting process.

4. Underwriting Approval

A final review and approval from our underwriting team who will ensure that the steps can be followed by anyone, regardless of previous experience and/or knowledge of the role.

0 – Content Optimization

How We Create Unlimited Value



**Where Executive Leadership Sets
the Standard**

D – Strategic Direction Setting

During this phase of the process, our consultants will sit with Executive Leadership to establish the outcomes, standards and expectations that define the level of excellence being pursued by the organization and the client outcomes that will exceed expectations.



E – Details of Execution



1. Clearly Defined Tasks

2. Details of Execution (Step by Step Definition)

3. Available Tools and Technology

4. Minimum Standards of Performance

5. Standards of Excellence and Expectations

SENTIMAX					
Specific Tasks	Details Of Execution	Tools Available	Minimum Outcome Standard	High Performance Expectations	Recommendations
JOB COORDINATOR - ACCOUNTING CLERK					
Record hours and entering timesheets for payroll -	Use AIMS software to enter technician data - assign to specific jobs Please note for these details of executions you can see the system screenshots in numerical order using the link in the tools section. 1- In the time card entry screen in AIMS. 2- You enter a two letter code for the technician (usually their initials) 3- You enter the date, the job they are working on, the work class (a number that designates it a Repair, Internal, Rental or Warranty job), the Work Code (3 digit code that corresponds to the type of work they are doing) and then the description from their time sheet. Generally we don't enter sell hours, just the hours they worked in the Cost column then either R for regular or O for overtime. For the recurring journal entry items the tools needed are a list of bank transactions for the month (from the bank website), the Month End Procedures spreadsheet in Month End Sharefile and then all the entries in the Month End sheet are copied in AIMS so the recurring journal entry can be posted for the month.	AIMS, Physical timesheets - https://profitgoldconsultinggroup.sharepoint.com/:f:/s/ProfitGoldConsultingGroup/EodUNaySNABPqz5hHzolk88BaPkfir1eVEbocotgb_gHrA?e=EXUnbX	1- Enter data accurately within one hour. The Office Coordinator will ensure that all data entries are completed promptly and correctly. 2- By Friday at 1 PM, the shop manager will conduct the payroll verification check to determine the accurate status of employees impacted by payroll. This process will take 30 minutes, and all information will be submitted by 2 PM. 3- All entries submitted to AIMS must have an attached job. Payroll hours are recorded on a different timesheet, including hours tracked through ADP. 4- These hours are entered by Monday at noon and require two days for payment processing. If Monday is part of a long weekend, the entries must be completed by the preceding Friday. 5- Third-party verifications must be completed within 60 minutes, with all submissions finalized by 12 PM.	1- Enter data accurately within one hour. The Office Coordinator will ensure that all data entries are completed promptly and correctly. 2- By Friday at 1 PM, the shop manager will conduct the payroll verification check to determine the accurate status of employees impacted by payroll. This process will take 30 minutes, and all information will be submitted by 2 PM. 3- All entries submitted to AIMS must have an attached job. Payroll hours are recorded on a different timesheet, including hours tracked through ADP. 4- These hours are entered by Monday at noon and require two days for payment processing. If Monday is part of a long weekend, the entries must be completed by the preceding Friday. 5- Third-party verifications must be completed within 30 minutes, with all submissions finalized by 11AM	1- Create a dropdown or auto-fill feature in AIMS for technician codes, job numbers, and work codes to reduce manual entry errors and improve speed 2- Implement a validation prompt before saving entries to catch missing fields, inconsistent job assignments, or incorrect work classifications 3- Link the Month End spreadsheet directly to AIMS or use an import function to eliminate the need for manual copying of recurring journal entries



KPE – Key Points of Execution is the first of four deliverables that will be AI integrated into your organization.

Deliverables and Reporting

Our process will provide AI
integrated systems that detail:

- KPE Documentation
- Playbook Manual
- Interactive Training Platforms
- AI Digital Reporting to the Executive Level in “Real Time”.

Specific Tasks	Details Of Execution	Tools Available	Minimum Outcome Standard	High Performance Expectations	Recommendations
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Transaction Coordinator

TRAINING MODULES

SALES PLAYBOOK



Some of our valued clients



billergenie





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We look forward to serving you