

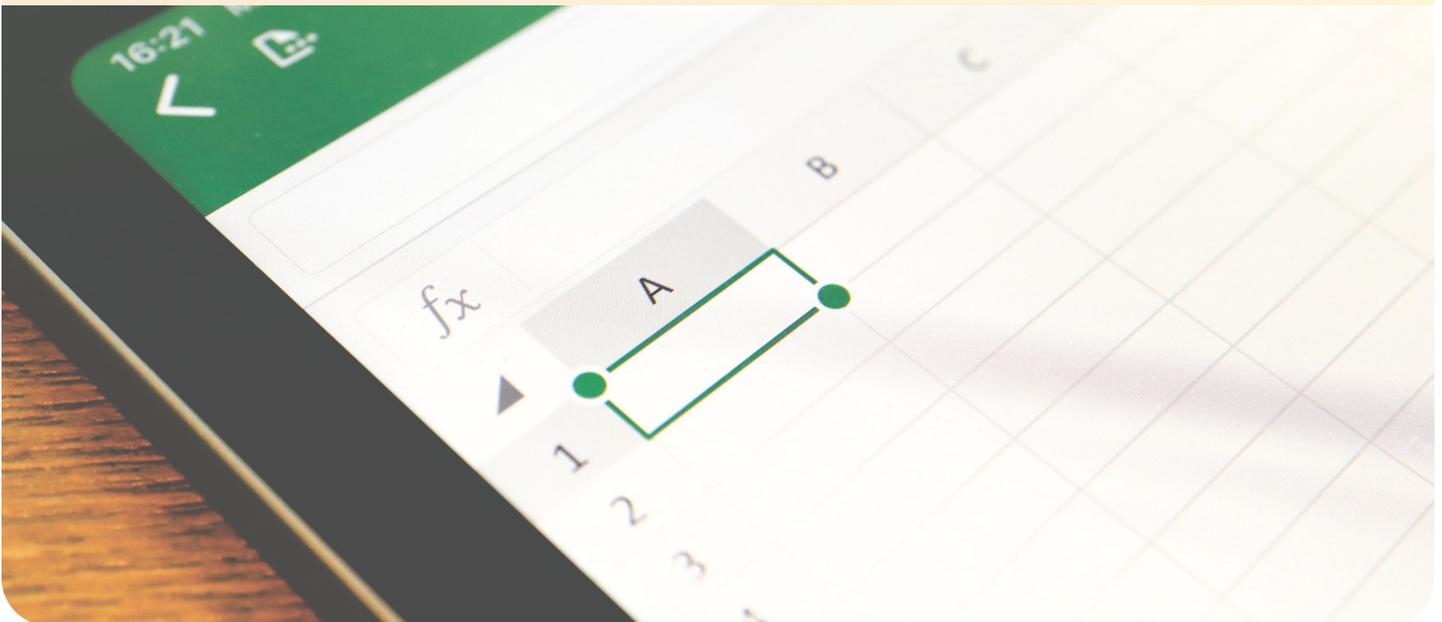


8 Reasons

Excel is Hurting Your Firm's Productivity

Is your firm still using Excel spreadsheets for work? Are you struggling with clunky, manual processes that lack easy automation? Switching to a new process can be intimidating, especially when it comes to managing your firm. However, what if Excel itself is the biggest factor limiting your performance and productivity?

In this eBook, we'll take a look at the 8 biggest ways Excel is bad for your firm's productivity and how project management software (PM software) can help you save time and make management more agile, informed, and data driven.



Top Reasons Excel is Bad for Your Firm

- **Time-Consuming**
- **No Real-Time Data**
- **Zero Automation**
- **No Quality Check**
- **Limited, Difficult Features**
- **Resource Hogs**
- **Not Multi-User Friendly**
- **Lack of Support**



Time-Consuming

Excel wastes a lot of time. Manually finding, entering, and double-checking project information requires hours of dedicated work. Since you can't store all document types in Excel, you must rely on separate platforms, like Google Drive, Microsoft Word, QuickBooks, even your email inbox, to find a project's reports and files. It's not a cohesive experience and navigating between multiple programs and browser windows is frustrating.



No Real-Time Data

To make informed decisions for your firm, you need visibility into project performance and profitability. Data in Excel only gets updated when a person manually does it, delaying decision-making. The lack of automated reporting demands time from team members and slows everyone else's work on a project. This disconnect may cause you to miss an upcoming deadline or ignore misallocated resources.



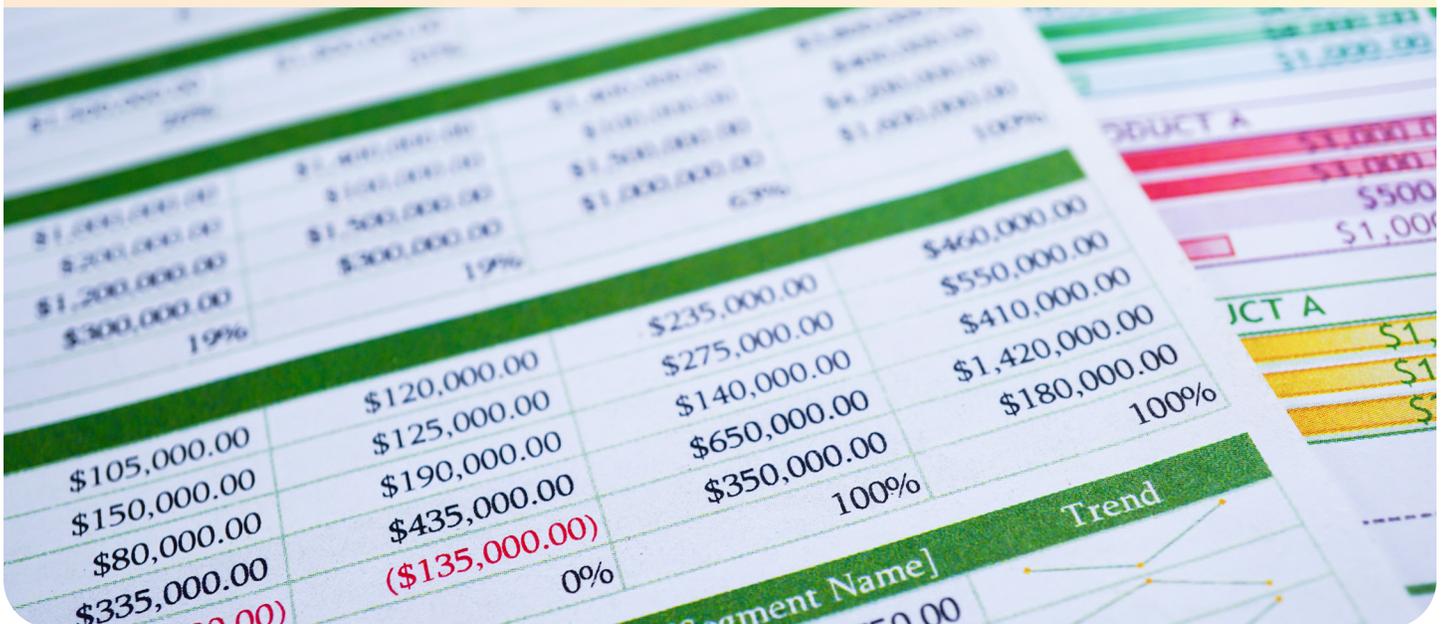
Zero Automation

Excel can't automate your tasks like project management software. You can use spreadsheets to create project schedules and track expenses, but with software, you level up both use cases by automatically receiving notifications about project status updates and automating your reports related to expenses and cash flow.



No Quality Check

Spreadsheets don't check the quality of data you enter. A project management database, on the other hand, provides controls such as field validation to reduce data entry errors. They can also prevent data duplication when instructed to do so.



Limited Difficult Features

Many people believe that Excel requires no specific skill or training. However, if you've ever tried to do more than basic data entry, you know that's simply not the case. Inputting calculations and charts requires you to know how to use the correct formula and functions. Pivot tables and dynamic charts are too complex to work with, unless you have a high skill level.

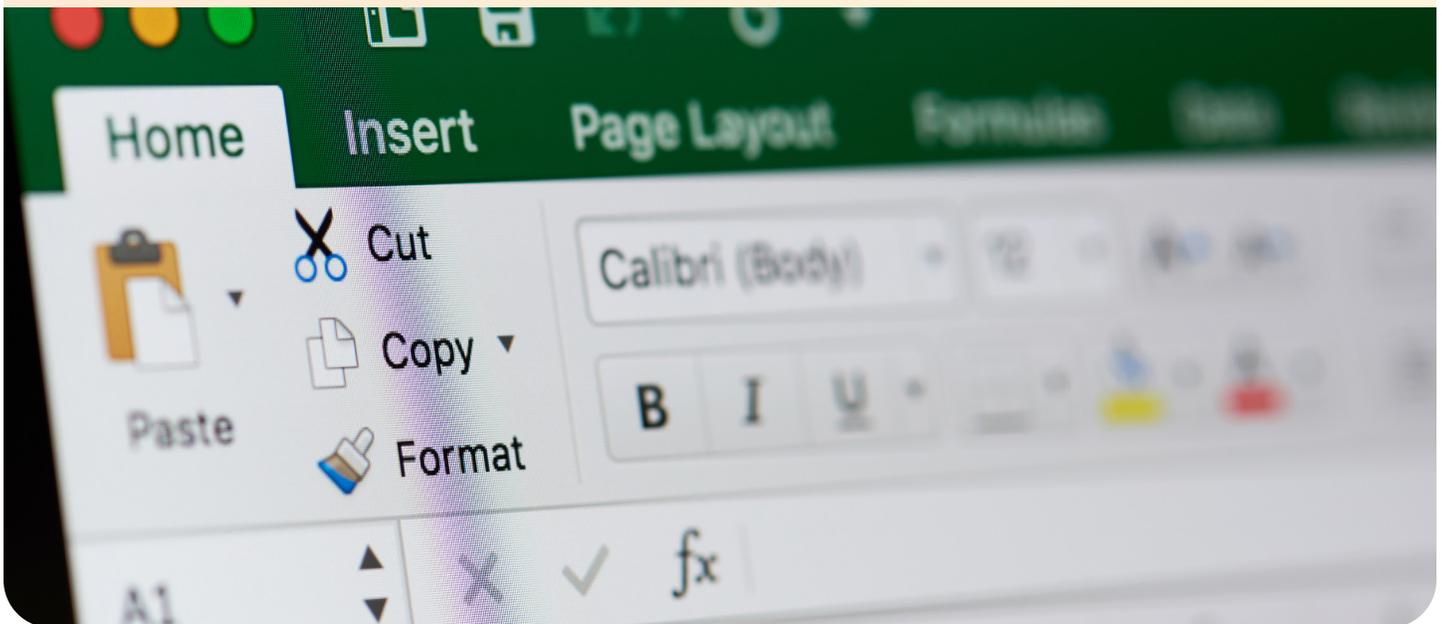
PM software solutions can provide you with relevant and real-time information with data analysis capabilities – no coding required.



Resource Hogs

Spreadsheets with lots of data can drain your computer resources. Say your spreadsheet contains 10,000 records—each time you open it, all those records load into the memory of your system, resulting in a slow machine.

Instead, cloud-based PM software stores all your information on secure remote servers, freeing up your personal computer space.



Not Multi-User Friendly

Spreadsheets do not allow multiple users to work on them simultaneously. This one-at-a-time or single-user approach cannot keep pace with today's work environment where teamwork is invaluable. Database-driven applications can handle multiple simultaneous users, without a problem.



Lack of Support

Not everyone's an expert when it comes to software applications. That's why you rely on sound technical support and consulting service that understands your business well. However, you don't get that luxury when using a spreadsheet program like Excel for specialized tasks such as time entry, billing, budgeting, etc. If you are a professional services firm, Excel simply cannot provide you with the business logic or expertise that specialized software can.



Key Takeaways

- Manually finding, entering, and double-checking project information **requires hours** of dedicated work.
- Data in Excel only gets updated when a person manually does it, **delaying decision-making**.
- Spreadsheets don't check the **quality of data** you enter, meaning **errors often go unnoticed**.
- **Excel requires specific training**. Inputting calculations and charts requires you to know how to use the correct formula and functions.



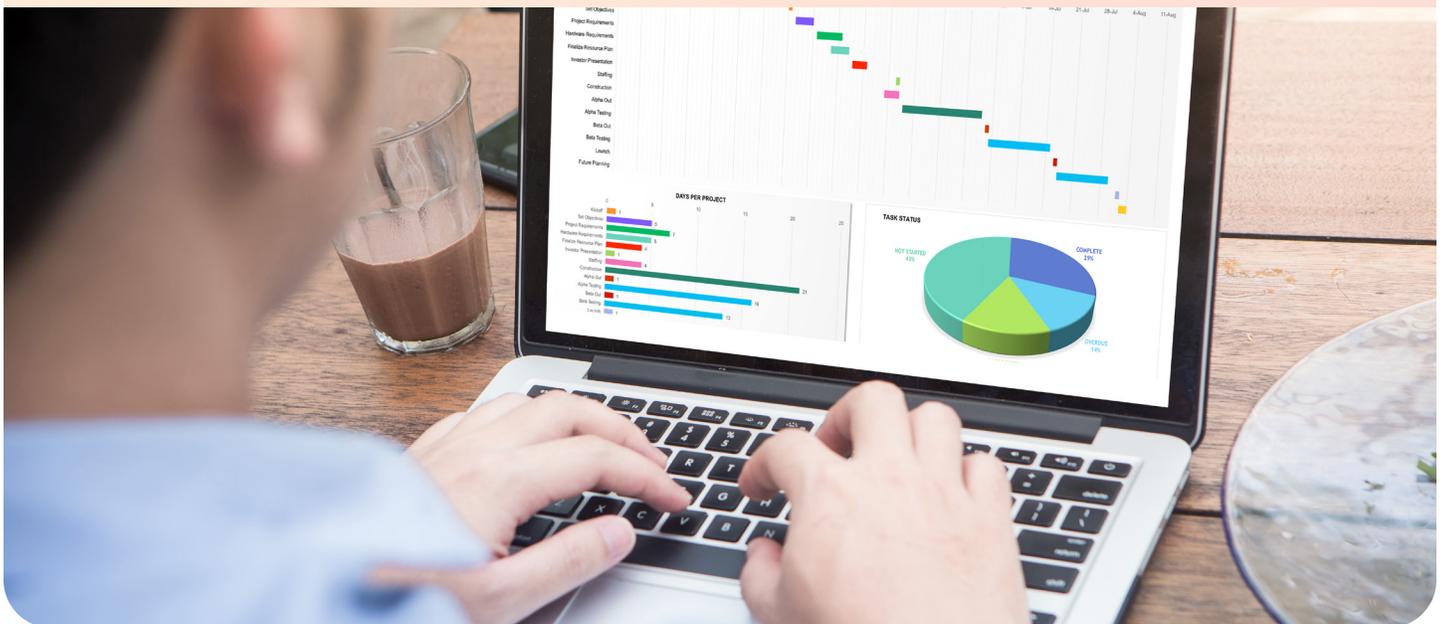
Key Takeaways

- Spreadsheets with lots of data can **drain your computer resources**.
- Excel **does not allow multiple users** to work on them simultaneously.
- If you are a professional services firm, **Excel cannot provide you with the business logic or expertise** that specialized software can.
- **Excel can't automate your tasks** like project management software.



Get Time Back in Your Day with BQE CORE

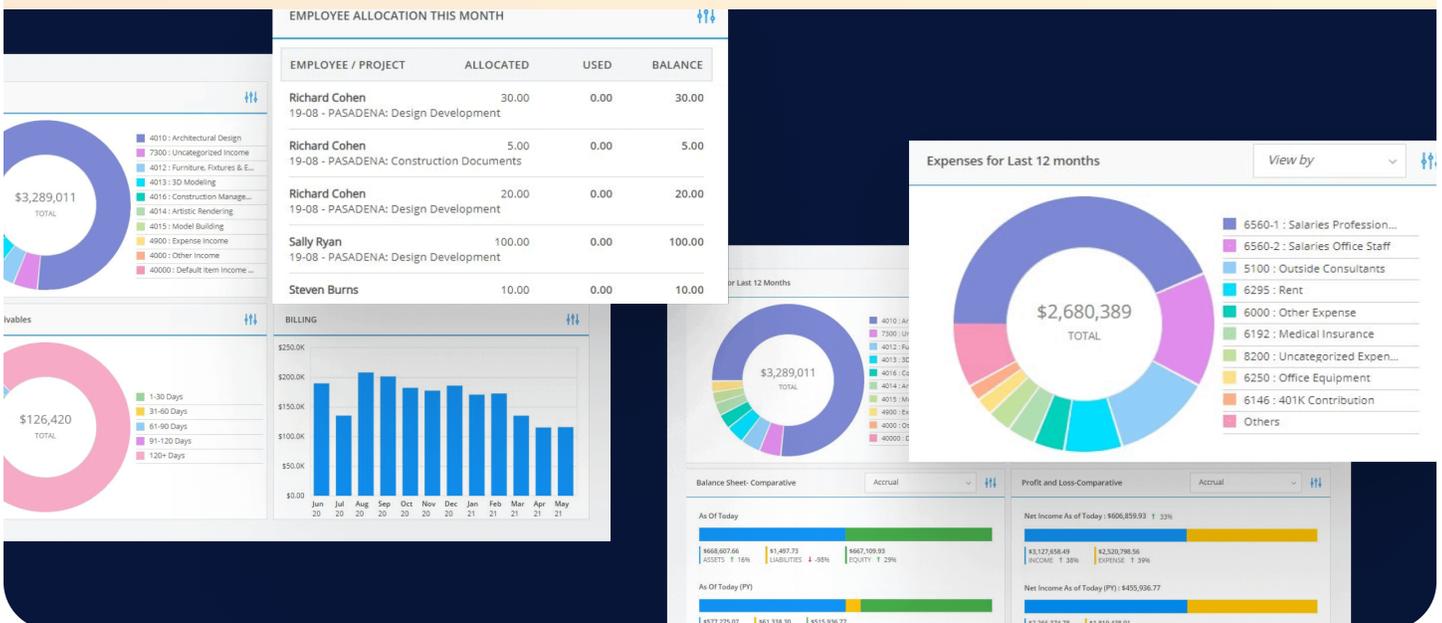
While Excel is good for a single-person, basic job, the efficiency you can gain by switching to industry-specific software that reduces work time and mistakes is immeasurable. The result is obvious savings in money, time and effort.



Get Time Back in Your Day with BQE CORE

Firm management software, like BQE CORE, can help with the following benefits:

- Provides everything you need on one automated dashboard- time tracking, project management, HR, accounting, reporting, billing, and more.
- Notifies what has been done and visualizes what's next.
- Easy to coordinate and communicate across a large group and keep track of the most recent file version.
- Designed to be user-friendly and backed by support articles, FAQs, and a customer service team.
- Stores information, saving room on your computer.
- Provides relevant and real-time information with data analysis capabilities.
- Automated and accurate, no room for manual errors.





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