



## Class Times

**Day 1: 8:30 am – 5:00 pm    Day 2: 8:30 am – 3:00 pm**

## What to Bring to Class!

1. Your most current year end financial statement or YTD sales: If you don't have one with you, a sample set of information will be provided to you at the class
2. Your total net sales after taxes and discounts allowed (one figure only). If tire sales exceed 15% of your total sales, subtract or separate tire sales from total sales so as not to skew parts profit
3. A PENCIL, ERASER AND A CALCULATOR.
4. Total Labor Sales for 2018 or year to date 2019
5. Total of all technicians Wages regardless of how paid, in 2018 or year to date 2019 (wages only, no tax or benefits).
6. Total parts sales for 2018 or year to date 2019.
7. Total cost of auto parts for 2018 or year to date 2019 (exclude tires if tire sales are more than 15% of sales)
8. Total # of work orders processed for 2018 or year to date 2019.
9. Bring your NAPA AutoCare Financial GPS. You can download it by using your login credentials on [napaautocare.com](http://napaautocare.com) and clicking on Process Improvement (for AutoCare Centers only).

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