



## INTER-OFFICE COMMUNICATION

**To:** Mark, LG, Andrew and R  
**From:** Greg Manson  
**Date:** October 25, 2004  
**Subject:** Production Portal

I wanted to take the opportunity to tell you how pleased I am with the Motion Pictures Production Portal. It has made a tremendous positive impact on the work – and our results – in Production Accounting.

One specific example is the new Variance Entry screen on the Portal. It saves me at least eight hours per week. In the past, it was a manual and labor-intensive process, requiring the production accountants to submit their reports to me for evaluation, followed by my calling or emailing them with questions or corrections. Later, because of the sensitivity of the information, I would personally re-enter it into Motion Picture Database. Now, with the Variance Entry screen, my team submits reports online through the application. With the built-in workflow, the reports get directed to me and I can review, reject, or post the submissions directly to MPPDB. This not only provides substantial savings in time, it also reduces the chances for re-keying errors and eliminates confusion about whether or not a submission has been accepted as final.

On the Production Portal home page, I am very impressed with the personalization capabilities. My own home page shows me which productions have submitted variances for review; I and each of my direct reports can customize the list of titles on the home page so that we can focus only on our own specific productions.

With the advent of SAP, the team will also be using the Portal to launch their Location Accounting file upload application (GPAS). Production Portal provides a great framework for presenting all the tools required by this demanding group of internal and production customers.

Working with the Production Portal Team was and continues to be a positive experience. My deadlines were the team's deadlines. While my initial plan was to launch the Portal with only a few post-production finance people, our post-production accountants had another plan: they liked the Portal so much, that they urged me to roll it out immediately to all the production accountants. Within two days, every active production accountant was online and using the Portal to submit their variances.

LG and Andrew Michalik, the Technical Project Managers, under the direction of Director, Marc McNeil, are a pleasure to work with. The Portal Production project was well-run, their communication was clear, they understand our business and my team's requirements, and the result is that we got what we wanted and needed. They have been committed to the success of both the project and the business.

Please accept my thanks and kudos for a job well done, and I look forward to the ongoing enhancements and the team's dedication to the project..