

COMPUTER-BASED

BUSINESS SIMULATION GAME

FOR

EAST AFRICA

BY

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ABSTRACT

In this study the author designs a business simulation game in the East African environment. The author argues that rapid technological development has resulted in widening the scope of industries the world over which has in turn increased problems of organisation, coordination and communication in business organisations. Modern organisations require leadership with insight into complex problems. The aims of management education, therefore, should be to "arm" managers with the skills and knowledge for making effective decisions in this era. Most common management education methods are, however, inadequate in achieving the goals of management education.

The author presents a management education method (Simulation Games) which seem to have worked successfully in the Western World. Using information gathered in the East African environment, the author builds a business simulation game for East Africa. The game is tested with a group of participants to improve on relationships in the model as well as noting the relevance of the game as a management education method.

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CHAPTER I

In this chapter the author looks at the question of the desirability of building a business game. The objectives of the thesis are outlined, and the author presents the methodology, scope and an overview of the thesis.

1.0. - Introduction to Thesis:

The author has been inspired to write a thesis on Business Simulation Games by the fact that many present day management training methods appear to be inadequate in achieving the goals of management education. In most universities offering degree courses in business studies, the curriculum is made up of isolated topics. At the end of a training period the students sit an exam to test whether they understood the subject matter.

There are two weaknesses in this method. First, in the business world one cannot identify areas like production, marketing, finance, and make decisions in them without regard to the impact of such decisions on the total organisation. Secondly, students are taught "management tools" that they have no chance of experimenting with until they enter the business world.

In this thesis, the author is presenting a management training method that has been used extensively and successfully in the Western World. It is the author's hope that this method can work equally successfully in East Africa.

2.0. - Need for Designing a Game

One may argue that because many business games have already been built and tested there is no need for building a business game. There are various points to counter this argument. Firstly, business games are played to achieve set educational objectives. A designer of a business game outlines the educational objectives that his game is to achieve. It is not impossible to find that business games that have been designed do not serve the training needs of a user. Consequently, the user should design his own business game. Secondly, most games have been designed in the Western environment, and such games may not be relevant to participants in other parts of the world due to differences that exist in the economies. The participants should be presented with a game they are familiar with before they can be expected to appreciate the game. Thirdly, there are changes constantly occurring in the real world and a business game may have been designed on the assumptions of deterministic parameters and principles. Building new business games incorporates these changes in the training exercise. Fourthly, as a game is played over and over again there is a likelihood that the participants become familiar with the relationships in the models thus reducing the exercise to a "guessing" one. Building new business games ensures that the participants are presented with a game in which they cannot guess the relationships in the models. Lastly, design of a new business game forces the

trainer to examine the subject matter he wants to present to the students and particularly its relevance to the business world.

3.0. - Objectives of the Thesis:

In this thesis an attempt is made to design a business simulation game in the East African environment. The game designed is to be tested with a group of participants with the aim of improving on the mathematical relationships in the models as well as noting the relevance of business games as a training tool in East Africa.

4.0. - Methodology and Scope:

The author proposes to proceed by way of: Literature search, interviews, model building, computer programming and validation. In the literature search the author looks at demands of modern management and the types of management education methods that are employed. The search centres largely on business games. The author then conducts interviews to gather information to use in writing up a case and building models. The author next builds models that represent mathematical relationships in the game. Since the results in the game are calculated on a computer, the author writes a computer program using FORTRAN IV Language. The game is validated by having a group of participants play the game for six decision periods.

5.0. - Overview of the Thesis:

In Chapter 2 the author looks at the demand for management education in this era of rapid technological development.

An exploration of the needs for industrial development in East Africa shows that this demand exists as well in East Africa. The author looks at the common methods of management education and points out their weaknesses.

In Chapter 3 the author looks at the historical development of Business Games with particular reference to contribution of War Games and Operations Research. In looking at differences in present day management games, the author presents the features that can be incorporated in various Games.

In Chapter 4, the author presents findings from the interviews and points out facts from the interviews that are incorporated in the game. The author then presents the mathematical models and the source program used in calculating results.

In Chapter 5, the author presents the Participants Manual, Administrators Manual and Board of Directors' Manual.

In Chapter 6, the author presents the validation exercise, and in Chapter 7, he presents a summary of the thesis and areas for further research and study.

CHAPTER 2

Introduction

This chapter first examines modern management the world over and with emphasis on East Africa. The chapter next discusses the type of management education required. It lastly examines current management education methods and closes by arguing that even with their limitations, business games are more effective management education methods than other methods.

1.0. - Modern Management:

The twentieth century has been characterised by increasingly rapid technological innovation. In the words of Galbraith,

"The innovation and alterations in economic life in the last seventy years, and more especially since the beginning of World II have, by any calculation been great. The most visible has been the application of increasingly intricate and sophisticated technology to the production of things. Machines have replaced crude manpower."¹

This technological advancement has resulted in requirements of large organisations and specialists to run business organisations.

".... machines and sophisticated technology require in turn, heavy investment of capital. They are designed and guided by technically sophisticated men... From these come the need and opportunity for the large business organisation. It alone can deploy the requisite capital. It alone can mobilize the requisite skills."²

Business organisations have become so complex that only specialists can run them.

"The inevitable counterpart of specialisation is organisation... brings the work of specialists to a coherent result. If there are many specialists, this coordination will be a major task. So complex, indeed, will be the job of organising specialists that there will be specialists on organisations."³

Planning has been identified as the most vital task of a manager in this technological era.

"... planning ... also requires a comparatively high level of specialised talent. To foresee the future in all its dimensions and to design appropriate action does not necessarily require high scientific qualification. It requires ability to organise and employ information, or capacity to react intuitively to relevant experience."⁴

The patterns of industrial revolution in the developing countries have not been different from those in the developed countries. Kenya, which operates a mixed economy whereby part of the productive resources are privately owned and operated while the other part belongs to the public sector, recognised the need for industrialisation.

"Industrial output must increase to provide the farming population with inputs and manufactured consumption goods; to provide exports ... which we believe ought to increase at annual rate of about 10% to constitute a gradually rising proportion of Kenya's total exports."⁵

Kenya has, at the same time embarked on a programme of Kenyanisation of ownership of industry.

"The aims of an industrialisation strategy are set out in the Second Development Plan and policies have been developed to achieve the following multiple objectives. (1) "An active and... growing participation of Kenya citizens in management and ownership of industry."⁶

The basic problem that a developing country as Kenya faces is lack of skilled-managerial manpower.

"The shortage of management and supervision is likely to be a limitation also on the development of Kenya's ownership in large scale enterprise."⁷

Tanzania, which operates a socialist-style government, spells out her economic policy in the Arusha Declaration under what is termed "The Tanu Creed".

- "(1) That all the citizens together possess all the material resources of the country in trust for their descendants.
- (2) That in order to ensure economic justice the state must have effective control over the principal means of production."⁸

The principal aims and objectives of the Tanu Government are therefore:

- "(1) To see that the government mobilizes all the resources of this country towards elimination of poverty, ignorance and disease.
- (2) To see that the government actively assists in the formation and maintenance of corporative organisations.
- (3) To see that wherever possible the government itself directly participates in the economic development of this country."⁹

The means of production communally owned and exploited range from natural resources to large industries. This means that even in a socialist country the size and scope of industry is expanding due to the need for economic development through industrialisation. The growth of large scale enterprises the world over has created problems of organisation, coordination, and communication that requires leadership with insight into complex problems.

2.0. - Aims of Management Education:

The rapid technological development outlined above demands that management education train managers with the skills and knowledge necessary for effective decision-making.

The aims of management education, Fairhead says should be to:

- "(1) Increase analytical skills
- (2) Increase awareness of the forces shaping management decisions.
- (3) Increase awareness of the functioning of organisations and in social sensitivity skills."¹⁰

2.1. - Increase Analytical Skills

In modern organisations a manager has a mass of data to be analysed before reaching decisions. This analysis requires employment of analytical tools, for example; operations research, net present value, and so on. Such tools of analysis have become fairly sophisticated. As Fairhead says:-

"This process (sophistication in tools of analysis) has already developed considerably in the last thirty years, as witnessed by the great growth in functional specialisms during this time; and the signs are that the pace will increase."¹¹

2.2. - Increase in awareness of forces shaping Management Decisions

The modern manager must be aware of the nature and magnitude of forces that shape his decisions. Such forces may be political, macro-economic or social and they are such that cannot be ignored. As Fairhead says:-

"They (these forces) cannot be regarded as unfortunate intrusions getting in the way of the "real job" of managing the internal problems of the organisation."¹²

The aim of management education should be to teach the manager how to make decisions in this environment.

2.3. - Increase in Awareness of the Functioning of Organizations and in the Social Sensitivity Skills

The increase in the awareness of the functioning of organisations must be from a point of view of the inter-relatedness of the various departments in the organisation. Inevitably decision-making will be on a group basis:

"Both the making and taking of decisions will have to be thought of as group activities. Management committees, project team, liaison groups will become more and more the basic method of working."¹³

With such groups will arise the problem of inter-personal relationships, which the manager should be skilled in solving after management education.

"The third major aim of management education, therefore, must be to increase the awareness of the working of organisations combined with increasing the personal skills of social sensitivity which would lead to an effective functioning of the managers in group situation, both as a leader and a participant."¹⁴

3.0. - Methods of Management Education:

Over the past 50 years many methods of management education have been developed especially in U.S.A. These methods include:

3.1. - Personal Experience:

The traditional method of allowing the manager to climb the "management ladder" through experience seems an inadequate training method for management education. In this era a manager cannot master all the techniques required to cope with technological change from experience only. A variation of this method is job rotation whereby a manager is moved from job to job according to a specially designed schedule. What such a manager

gains depends to a large extent on the time devotion a supervisor can have to delegate authority, evaluate performance and assign meaningful tasks to him. The supervisor is usually not able to effectively convey to the subordinate a feeling of the complexities and inter-relationships of decision areas.

3.2. - Formal Teaching:

The more common method of communicating large quantities of information is formal teaching. This method is not an effective training method. Fairhead says,

"... education is not only the acquisition of new knowledge. It must also be concerned with the process of changing attitudes and developing skills... Active participation is required of the student manager if he is to have full personal development that is inseparable from education for management."¹⁵

3.3. - Participation Methods:

Participation methods take into account the fact that management education is a two-way interchange of lectures and discussions between the students and the teacher. The more common participation methods are: Case Study, Incident Process and role playing.

3.3.1. - Case Study Method:

Case study method was first developed by Harvard Business School. In a case study,

"The discussion of abstract generalised principles is centred in, and drawn out from, a full description and study of a particular case - with its abundant wealth of specific detail used as illustrative material."¹⁶

A case study forces the student to apply his knowledge and experience in a particular problem. The weaknesses of this method are: its inability to provide for feedback, and its ignorance in timing and dynamic change in business decision-making.

3.32. - Role Playing:

First developed at the University of Michigan, in role playing;

"... each student is briefed to take the role of one of the protagonists in the case. Inevitably the student becomes committed to the part he is playing and assimilates it to his own personality and experience." 17

The participant gains insight into human relations training under the role playing method. The unique quality of this method is that it emphasizes the necessity for the manager's decisions to be acceptable to those who carry them out.

Critics of this method say that it may lead to embarrassment on the participants and besides the participants may forget the subject or problem areas when they are involved in the exercise.

3.33. - Incident Process:

Developed at M.I.T. in this method,

"... the student is given, not the entire material of the case, but only the details of the crucial incident which would come to his notice as a manager.. Using this as a focus, he then has to ask for the information that he thinks is relevant..."¹⁸

This method pins the manager down to asking for information which is relevant.

3.4. - Group Dynamics:

Group Dynamics training was pioneered by the National Training Laboratory at Bethel. Under the method, also known as Sensitivity Training, the students got an opportunity of implementing skills of management. As Fairhead says,

"These are the skills involved in carrying out a decision, developing the social sensitivity required for effective group working, and learning to "live with" the results of one's efforts - the failures as well as the successes." 19

Through working as a group the student explores the difficulties in group-work. The social sensitivity training in this method is best stated in Fairhead's words,

"By making the situation as little task-oriented as possible, the trainer forces the group to concentrate on interpersonal relationships and the individual student thus develops insights into his personal inadequacies in assessing the people and situations with which he has to deal." 20

The limitations of this method is its nature of being a group-oriented and not a task-oriented situation. The experience gained from the training may therefore be far removed from the manager's task in his normal job.

3.5. - Simulation Methods:

Simulation methods owe their origins to War Games and operations Research. Under this method the participants make decisions on the basis of information presented to them. These decisions are used to calculate results using pre-determined mathematical models. The results are handed back to the participants and they are allowed to make decisions again. The continuous on-going situations with built-in feedback allows for

development of skill and an environment for understanding to take place. This method is discussed in detail in the next chapter.

3.6. - Simulations Methods as Effective Management Education Method

Simulation methods have a quality that make them a more effective Management Education method than the methods outlined above. The goals of management education of: increase in analytical skills provision of practice, training managers to make decisions for total organisation and increased awareness of functioning of organisations and in social sensitivity skills, are to a large extent fulfilled by Simulation Methods.

One strong advantage of simulation methods is the built-in feedback system. Feedback allows the participants to analyse the actual response of a business environment and if the game is an inter-active competitive one, feedback enables the participant to analyse the reactions of competitors to his strategies. Under simulation method feedback enables the participants to practice management skills and especially where the organisation is structured on a functional basis. The concepts of time dimension, a serious drawback in Case Study Method, allows the participants in a Simulation exercise to operate in a situation that is constantly changing in response to previous actions. The participants realise, as in the real business world, that planning must consider the present and the future simultaneously.

The degree of participant involvement in a simulation

exercise provides an environment whereby learning is enhanced.

3.7. - Limitations of Simulation Methods

Like all other management education methods simulation methods have their limitations. To date there is no empirical evidence which shows the relative educational effectiveness of simulation methods in comparison with other teaching procedures. The likely weaknesses of simulation methods are:

- 1) After participating in the game the participant may return to his organisation with the wrong impression about business management. One of such wrong impression may be, for example, that advertising always generates more sales than any other form of promotion.
- 2) The environment in the game situation may be so far removed from the participants experience that he sees no relevance of the exercise.
- 3) The time pressure may be so great that analysis of data and results is impossible.
- 4) The decision areas may be defined so narrowly that only insufficient scope is left for problem definition.
- 5) Players who "succeed" may get the impression that they are able to manage business organisations better than its present managers. Those who do not "succeed" may lose confidence in themselves.
- 6) Over-emphasis on quantifying the relationships in a business game situation means that personal attributes of sensitivity, creativity, and morale development find little place in the current use of business games.

7) There is the problem of telling the participants who "won". The judgement in business games should be on the basis of how best the objectives of the company were achieved with the resources in hand and the constraints facing the firm.

Some of the limitations in Business Games can be overcome by the Administrator or Game Designer. The good administrator will ensure that; the participants are given a relevant game, the participants are well introduced to the game environment, given enough time for decision making and they are judged using an appropriate yardstick. The good game-designer will include in the game situation some room for exercising the participants' sensitivity, creativity and morale development. For the best results in management education more than one of the methods of management education ought to be used.

3.8. - Summary:

This chapter looked at the required change in the style of management due to technological development. The chapter outlined the proposed aims of management education in this era. It next discussed the current methods of management education and their limitations. The chapter, lastly, argued that even with their limitations Business Games possess qualities that make them a more effective management education method than other methods.

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CHAPTER 3

Introduction:

In this chapter the author presents the definition of business games. Next, the historical development of business games are traced and particularly the contributions of War Games, Operations Research and educational role playing are outlined. The chapter closes by looking at features that differentiate between various Games that have been built.

1.0. - Definition of Business Games:

Greenlaw and his colleagues define a business game as;

"... a sequential decision-making exercise structured around a model of a business operation, in which participants assume the role of managing the simulated operation."¹

Although all games provide the participants with discretion in decision-making, in some games the participants follow decision rules laid down by the Administrator. Games which teach techniques used in making business decisions are useful in teaching, for example, inventory control systems since the participants experience stockout costs and stock-holding costs. Not all business games are of a competitive-interactive nature.

"... a growing number of games provide for competition only in the sense that each team or participant attempts to operate as effeciently as possible in a similar or identical environment."²

The word "game" is unfortunate in that most people think that business games are played for entertainment, but business games are "... a serious educational approach. It is for this reason that many users of the tool have avoided the use of

word "game" and have chosen to refer to their exercises as "simulations" instead."³

To fully appreciate business games it is perhaps best that the procedures followed in organising for, and playing, a business game be laid down. Greenlaw and his colleagues lay down five steps followed in most typical business games.⁴

1.1. - Participants Education:

Each of the participating teams is given time to organise itself for decision making. They gather the data needed for decision-making, make decisions and enter such decisions on decision forms provided.

1.3. - Administrator's Role:

At the end of each period each team hands over its decision forms to the games administrator. The administrator sees to the scoring, hands back and discusses results and may introduce new elements to the game.

1.4. - Mathematical Manipulations:

The Administrator using a computer or manually and with pre-determined mathematical relationships calculates the results for each team and hands these back to the teams with some information about the competitor's decisions.

1.5. - Feedback:

On receipt of results the team evaluate their performances vis-a-vis the decisions made by them and by the competitors. The team makes decisions again. This cycle of decision-

making, calculation and feedback of results is repeated a number of times. At the end of the game the participants can get together to discuss and analyse the game.

2.0. - Historical Background of Games:

Business Games draw their originality largely from War Games, operations research and educational role playing.

2.1. - War Games:

The idea of War Games first originated from chess. Helwig, Master of Pages at the court of the Duke of Brunswick is said to have started war chess in the 18th century. The chess Board had 1,666 squares and the pieces were battalions of fusileers, squadrons of dragoons and batteries of siege guns. In modern war games actual maps of terrains are used instead of the checkered board. Actual War Games date back to the work of Von Reinswitz Sr. in about 1811 where opposing teams of military personnel were given an imaginary mission and called on alternately to make decisions in an effort to accomplish the mission.

A documented application of war Games comes from Japan. Japan is known to have set up a Total War Research Institute in October 1940 and in 1941 a War Game was written up. The players in the game represented; the Italo-German Axis, Russia, United States, England, Thailand, Netherlands, East Indies, China, Korea, Manchuria and French Indo-China. In the game Japan was played as an uneasy coalition of Army, Navy and

Cabinet with the military and the government constantly disagreeing over the topics of whether to go to war or not and what to do about civilian demand versus heavy industry demand. The measures to be taken within Japan were gamed in detail and included economic, educational, financial and psychological factors. In America games were first developed at Naval War College at Newport and the name of the game was U.S. Navy Electronic Warfare Simulation (NEWS).

Wherever they have been built War Games seem to have some common features. The concept of competition seems to be inherent in all War Games. Dr. Specht said;

"... all of them, however, share one factor in common- competition which exposes weak points in an argument and vague points in a plan."⁵

The models used in war games are abstractions of the real world situation since there would be no other way of replicating the real world. The question arises of how closely to approximate reality. A complex game is more likely to approximate to reality than a simple one, but the degree of complexity should be chosen according to the training objectives of the game .

Dr. Specht said,

"... we have not settled the question of the realism of a war game ... we must be careful, however, that our detail and complexity are compatible both with our knowledge of the real world and with the purposes of the game."⁶

War Games are a powerful learning device as one experiences making decisions and seeing the consequences of such decisions and then, making a new set of decisions. Dr. Specht said this about the teaching quality of war games,

"... that is a war game teaches both intellectually and emotionally - it is an experience that one lives through."⁷

The values of war games as a learning tool is further enhanced by the fact that one can look at the results of various decisions and assumptions. Dr. Specht,

"... We can afford to play the game many times, under many conditions, varying the assumptions used and exploring many tactics."⁸

There are concepts borrowed from War Games in building business games. Objectives of the game must be set and the game structure built to serve these objectives. The degree of abstraction from the real world will be determined by the training objectives. Both war games and business games are powerful training tools because decisions are made and through some manipulation (usually mathematical) results are produced and the participants allowed to make decisions again. Through this feedback process, the quality of decisions made by participants is expected to improve.

2.2. - Operations Research:

Operations Research is defined by John W. Pocock as,

"... a scientific methodology - analytical, experimental, quantitative-which by assessing the overall implications of various alternative courses of action in a management system, provides an improved basis for management decision."⁹

The application of scientific tools to management problems were first made in 1940 to determine the location of British Interception radar. Since then operations research has been used extensively in military and business organisations to facilitate decision making. One of the tools that Business Games borrow from operations research is simulation.

Simulation is a model of a system which involves abstraction of certain aspects of the system that one is studying and attempting to replicate these aspects by other means e.g. words or mathematical models. Greenlaw says,

"... the major advantage of this approach (simulation) is that new policies and procedures can be tested without disrupting the operation of an organisation, which would often be extremely costly and difficult, if not impossible to do..."¹⁰

In simulation models the variables are selected and given values; relations among the variables are specified and the model is allowed to operate.

In business games, simulation models are built to represent mathematical relationships in the game. The degree of abstraction in the simulation model would depend on the purpose of the simulator.

Another contribution of operations research to Business Games is that some management games are designed around operations research tool. The participants in such a game learn how to use operations research tools in reaching decisions. Many business games have been designed to teach techniques like; inventory control, linear programming, transportation, Critical Path Methods. One such game dealing with solving an assignment problem was written by Greene and Sisson¹¹ using the problem designed by Churchman, Ackoff and Arnoff.¹²

2.3. - Educational Role Playing:

There are many training tools that are used for educational role playing, for example; In-Basket, Case Study Method, Incident process and Operation-suburbia. Business games draw

from role playing tools in that the participants assume a role in a currently developing problem situation. Under these roles the participants are expected to analyse a problem and make decisions in the problem areas.

3.0. - Origins of Business Games:

The first Management Game was developed by American Management Association in 1957. The game called "Top Management Decision Simulation" was first used in a training course at the American Management Association Academy at Savance Lake, New York in 1957. Calculations were done on an IBM 650. At about the same time Messrs Adlinger and J.R. Greene had been discussing the training implications of business games and began developing a game later known by various names; the Ardlinger Game, the McKinsey Game, and the Harvard Business Review Game. Many institutions then joined in building business games notably the University of California at Los Angeles, the University of Washington, Carnegie Institute of Technology and General Electric to mention only a few.

4.0. - Features of Business Games:

Business games that have been developed since 1957 can be examined under the five different features suggested by Greenlaw.¹³

4.1. - Orientation:

Business Games can be built to encompass the total enterprise where the game is:

"a game linking different functions in the simulated

company so that the participants are able to see how these functions are integrated when making decisions affecting total company policy."¹⁴

Or a game may be built to teach the participants particular functional areas like inventory control, production planning, routing, decision theory. The coverage of a game may be designed for a specific industry e.g. supermarket, capital goods industry, aircraft companies or the game may cover general area of business operation.

In designing SIGMEA (Simulation Game for East Africa) the author has attempted to achieve the objectives outlined in the participants' manual.¹⁵ It will be noted from that manual that the participants have taken functionally separate courses in business studies. The aim of SIGMEA is to involve the participants in these functional areas and at the same time make them realise that decisions made in these areas will affect total enterprise policy. SIGMEA is a total enterprise game, and is about a particular industry (hardware industry). The author feels that this identification of the industry helps in that the participants know that they are dealing with a situation that may well be existing or is possible to create and therefore they do not lose confidence in the game.

4.2. - Interaction:

Interaction implies the competitive element that exists in the game. A game may be built which is inter-active whereby:

"... each team is largely in command of its own performance; or at least its performance is affected only by its own decision."¹⁷

SIGMEA is an inter-active game. Inter-action is built into the game by use of mathematical models that generate demand after manipulating the decisions of the competing teams. A total enterprise game should be inter-active as that is the only way to approximate a total enterprise game to reality.

4.3. - Inclusion of Chance Elements:

Games may be built using deterministic or probabilistic models. In games that employ deterministic models the results are determined purely by the decisions made by the firms while in games that employ probabilistic models chance plays some role in the results that the firms get. SIGMEA includes some chance elements with the purpose of concealing the mathematical relationships in the game.

4.4. - Method of Calculating Results:

Results in business games are calculated either manually or by a computer. The advantages of using a computer for the calculations are speed, and accuracy. Computers are costly to use and inflexible. The place for playing the game must be located near the computer installation except when the system is on-line, and besides it may be difficult to get time on the computer. Because of the speed involved in computerised games it is possible to build games that have complicated mathematical relationships. While a manual system is more prone to errors and slow, it is cheap to run and allows for flexibility in the administration of the game.

The initial version of SIGMEA was manually scored. Since the game was a total enterprise one designed to serve a number of students the calculations of the results took a long time and the game was played for a half-semester. SIGMEA is now computerised using FORTRAN IV and currently runs on an ICL 1902A.

4.5. - Participation Structure:

Games have been designed where individuals compete against each other although the more common games are where teams compete against each other. In total enterprise games team competition is characteristic. In some games the participants are left to organize themselves as regards the duties to be performed are concerned while in other games the administrator defines the roles that ought to be filled. In SIGMEA one of the training objectives is to get the participants to structure their organisation in the way that they think will best aid their decision-making.

4.6. - Summary:

In this chapter a definition of business games was presented. This definition was extended to encompass the variations in business games. Business games have been found to draw their originality from War Games, Operations Research and educational role-playing. The most common features - Orientation, Interaction, Inclusion of chance elements, Method of Calculating Results, Participation Structure - of business games were presented.

4.7. - Footnotes and References:

1. Paul S. Greenlaw, L.W. Herron, R.H. Richard, "Business Simulation In Industry and University Education," London, Prentice-Hall (1962) p.5.
2. Ibid., p.5
3. Ibid., p.6
4. Ibid., p.6
5. Dr. Robert D. Specht, "War Games" In "Operational Research In Practice - Report of Nato Conference," PERGAMON PRESS, London-New York-Paris-Los Angeles (1958), p.44
6. Ibid., p.146
7. Ibid., p.149
8. Ibid., p.149-150
9. John W. Pocock, "Operations Research. A Challenge in Management - in Operations Research, A Basic Approach," (ed. Elizabeth Marting) New York: American Management Association Inc. 1956 Report No.13 p.9.
10. Paul Greenlaw, L.W. Herron, R.H. Richard; Op.Cit., p.9
11. Jay R. Greene and Roger L. Sisson, "Dynamic Management Decision Games" New York: John Wiley and Sons Inc.(1959)pp.18-24
12. Paul Greenlaw, L.W. Herron, R.H. Richard; Op.Cit., p.10
13. Paul Greenlaw, L.W. Herron, R.H. Richard; Op.Cit., pp.16-30
14. International Labor Office, "An Introduction to Business Games With Examples," Management Development Branch, Human Relations Dept., p.2
15. See Participants Manual Chapter 5
16. ILO; Op.Cit., p.2
17. ILO; Op.Cit., p.2

CHAPTER 4

Introduction

This chapter presents the features incorporated into SIGMEA, their realism and necessity. The questions (Appendix A) presented to practising managers for the purpose of data collection are discussed and these data are used for writing a case which appears in the Participants Manual, Chapter 5.

The author builds mathematical models used in calculating results in SIGMEA. The models developed are; Production model, Demand model and Market Share model. The chapter closes by discussing the computer printouts and limitations of the source program.

DESIGN OF "SIGMEA"

1.0. - Educational Objectives:

The educational objectives of SIGMEA, outlined in the Participants Manual Chapter 5, can be summarised as training participants to make decisions in the functional areas of an organisation while at the same time operating towards attaining the goals of the total organisation.

2.0. - Features of SIGMEA.¹

SIGMEA has three major features; historical dependency, adverse business conditions and organisational set-up.

2.1. - Historical Dependency:

In SIGMEA, some decisions made in one period affect the results only in subsequent decision periods - "time-lag

concept", and some decisions made this period have effects on results that last till the next period - "time-cumulation" concept. Historical dependency is necessary because;

"The situation facing any business today is a function not only of present conditions and impact from competitor action but also of the policies followed and decisions made by that business and others in the past."²

In SIGMEA the concept of time-cumulation is brought into the game by expenditures on promotion, preventive maintenance and sales representatives having an effect lasting till the next decision period. The concept of time-lag is brought in by the fact that interest on investment is not collectible until after a six-month period and by the fact that sales representatives have to be trained at the head office for one month before assignment.

2.2. - Adverse Business Conditions:

To have the game reflect to a certain degree what is happening in the real world, variable business conditions are built into SIGMEA. Production costs of the firms will rise as the costs of raw materials rise. The foreign markets of Uganda and Tanzania will face strict foreign exchange dealings that make it difficult to transfer funds to the head office, and the parliament can pass a price control act to make it illegal to charge more than a certain price for a finished product.

2.3. - Organisational Set-up:

Organisational structure and its impact on managerial decision-making is brought into SIGMEA by having the participants

produce and market a single product in five regions. This forces the participants to think about internal team organisation, division of work, and decisions in different areas with regard to achieving company-wide objectives. The division of work could be on a functional or geographical basis.

3.0. - Gathering Information:

An initial hypothetical case was written up for SIGMEA. The author used the case in conducting interviews in the field to determine the realism of the case. The problem, necessarily, arose of how much replication of the real world to include in the case. One caution is that a highly complex game may not serve the educational objectives it is designed for.

Even after conducting the interviews there are some findings that were ignored in building the game because if taken into account the game would not serve the educational objectives set for it. For example, the author discovered that since 1974 the President banned all forms of strikes. In designing SIGMEA this fact was ignored because one of the training objectives of the game is to acquaint participants with personnel management.

3.1. - The Interview:

The interviewees included a production manager dealing in the production of cigarettes, a retailer dealing in bicycles and bicycle components, a production and marketing manager dealing in the production and marketing of soap. The questions in Appendix A were posed to each of these managers. Most of the questions were designed to give information about parameters,

because the author considered that the changes in the case should be more on the quantitative rather than on the qualitative data. Since the case is of a general industry nature the author felt that each of the interviewees could give valuable information on all aspects of the industry.

4.0. - Findings From Interviews and Relevance to the Case.⁴

The interviews provided information about financing, investments, dividends, marketing, distribution, and production.

4.1. - Financing:

Government loans are extended to African businessmen through Industrial Commercial Development Corporation (ICDC) where the government is the majority shareholder. Such loans usually carry an interest rate of 10% and are due for repayment in two or more years' time depending on the terms of the loan. Other sources of funds are Bank Overdrafts. Such overdrafts are usually extended for a period of one year, carry an interest rate of 10% and are normally secured against fixed assets. Overdrafts are now difficult to get because of the "credit squeeze" imposed by the Central Bank in a bid to curb inflation. In the manual the participants are extended a government loan which carries a 10% interest charge payable each June. Interest on Bank-overdraft is 1% payable at the end of each month.

4.2. - Investments:

Cash can be invested in banks as fixed deposits for a period of one year at an interest rate of 3 $\frac{1}{4}$ %. On a fixed deposit of six months the investor earns interest of 3%. The investor must give one month's notice before withdrawing such monies. The participating teams can invest excess cash at 3% interest per annum. To ease computation such monies can only be invested in January or July.

4.3. - Dividends:

Most incorporated companies declare dividends at the rate of 8-12%. Such dividends are normally declared in December and paid in February the following year. This information applies also to the case.

Marketing and Distribution:

4.41. - Sales Representatives, Sales Offices:

Under government legislation passed in July 1974 a manufacturer is not allowed to distribute. The largest distributor in Kenya is Kenya National Trading Corporation (KENATCO) where the government holds the majority shares. The manufacturer is responsible for collecting excise taxes which can be as high as 80% of the cost of the finished product. Due to rigid Price Control System the manufacturer cannot easily pass these costs to the consumers. The distributor is responsible for the collection of sales taxes on behalf of the government. It can be seen that there are few, if any, agents employed in Kenya. Sales Representatives are usually, employers of the company and apart from the travel and night claims, they receive a monthly salary. Their work involves

finding out patterns of consumer demands and advising on product quality and/or production volume decisions.

Before the government legislation came into force manufacturers were making extensive use of sales offices. These offices were located in the markets and ordered goods from the manufacturers to sell at the price stipulated by the manufacturers. In the manual the participants are involved in the production and distribution of goods. The mathematical models employ sales representatives as a variable that has impact on demand. Sales offices and agents are included in the case but have no impact on demand.

4.42 - Foreign Markets:

Although the demands for goods in the foreign markets of Tanzania and Uganda are high a distributor faces the problems of transfer of funds from these regions to the head office due to the stringent Foreign Exchange Control enacted in these countries. If one, however, found a buyer in these foreign markets who was able to obtain the necessary credit letters from his central bank then there would be no foreign exchange problems. The information about the foreign markets is retained in the case. In the mathematical models the foreign markets have high demands.

4.43. - Lobbying the Government:

The managers expressed the opinion that for many businesses it is practically impossible to lobby the government to impose import restrictions on other goods. Such a move is only possible if the business organisation is large and has managed to appoint political figures on their Boards of Directorship. Multi-national Corporations are generally known to practice this tactic quite

successfully. The managers pointed out that the problems such corporations have is the belief the consumers hold that imported goods are always superior in quality to locally produced ones. The example the managers quoted was that of a tyre manufacturing concern. They said, the partner states of East Africa had agreed to set up a tyre manufacturing company in Arusha in conjunction with General Tyres (U.S.A.) Ltd., for supplying the whole of East Africa. This factory went into production in 1969. Some time later Firestone Ltd., approached Kenya Government with plans to set up a tyre manufacturing company in Nairobi and to be given the monopoly to manufacture and distribute tyres in Kenya, which was granted. Due to demand by the consumers the government had to allow importation of other tyres. This meant a stiff competition for Firestone existed, and they have recently asked for financial support from the government otherwise they would lay off a number of workers.³ In the manual, the idea of lobbying the government to impose import restrictions is retained. This limits the number of competitors in the business situation to 2.

4.5. - Production:

4.51. - Shifts and Overtime:

Factories operating on shifts usually have three eight-hourly shifts beginning at six in the morning. The payment system is usually the basic salary plus a shift premium of 15% of the basic salary. The managers had varying opinions about shift efficiency. Some argued that night shifts are most efficient

because there are not so many distractions at night. This may be true but the basic assumption is that the workers on the shifts rest during the day rather than work on their "shambas". This is more likely to have a bigger effect on the workers who operate the second shift because they would not have had enough time to rest. Overtime operates where the company has scheduled production on the basis of hours. Most companies not operating shifts have a 10-hour production day. Workers on overtime earn $1\frac{1}{2}$ times the pay, on scheduled production. The managers informed the author that most manufacturing concerns in Nairobi operate on a shift basis. They pointed out that it is possible to operate on a shift basis as well as overtime. This leaves the workers very exhausted and is therefore not encouraged. Overtime is possible where the worker has already finished working in his shift and probably due to absenteeism there are not enough people to operate the next shift. In the manual, the participants are able to operate three shifts. The first shift is the most efficient and the last one the least efficient. To ease computation the workers earn the same wage on each of the shifts.

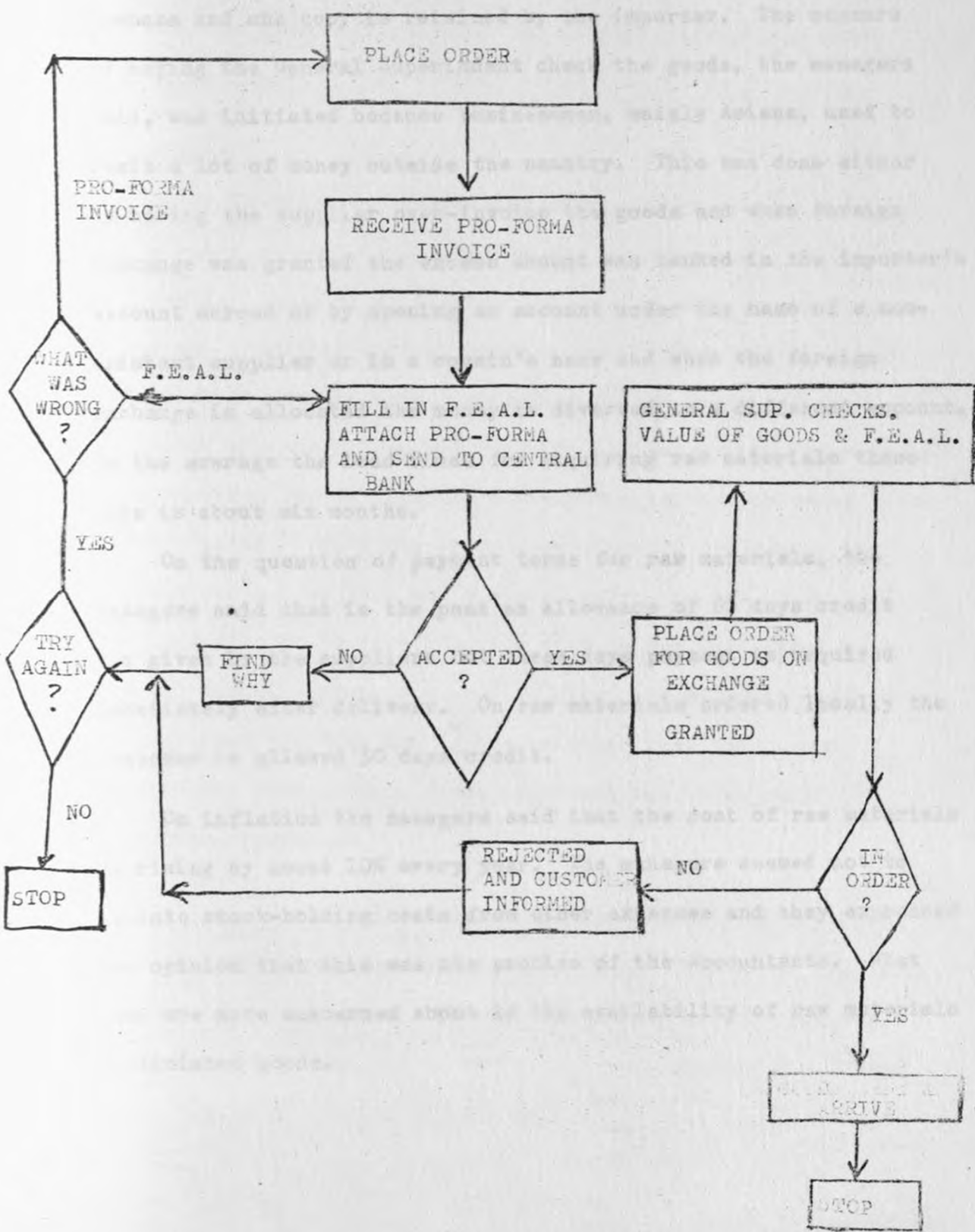
4.52. - Preventive Maintenance:

Most managers seemed to be well acquainted with the concept of preventive maintenance. If machines are not maintained they soon break down and require heavy repairs or replacement. The managers pointed out that there are two types of preventive maintenance. The more common one is whereby the engineer stipulates the number of hours the machine should be in production before

maintenance is carried out. In this case, during the maintenance period the factory is shut down and the workers sent on leave until maintenance is completed. It is not necessary to send all workers on leave if the machines are to a great extent independent of each other. The scheduling of maintenance is then with the objective of having the minimum of workers out of work. The other type of maintenance called, "break-down maintenance" is where a machine is operated until it breaks down then the factory is closed and maintenance crew brought in. This may be more expensive than periodic maintenance because the factory may have to close for a long time, the company suffering from lost sales. There is, undoubtedly, a strong correlation between maintenance expenditures and production levels. In the manual, preventive maintenance is carried out without the necessity of closing down the plant. In the mathematical models, preventive maintenance has short-run effects on production volumes. The participants, however, do not get the full benefit of preventive maintenance decisions the month the decision is made.

4.53. - Raw Materials:

In the past the lead times for acquiring raw materials from abroad were three months. Then, time for processing applications for raw materials was one month. The procedure for importation of raw materials these days is: you place an order and obtain pro-forma invoices from the supplier; you then fill in a Foreign Exchange Allocation Licence (F.E.A.L.) and attach the proforma invoice to it and send these to the Central Bank. If your application is accepted you order the goods, otherwise you find out why the application has been rejected and you try again. This procedure may be roughly flow-charted as shown below:-



The flow-chart shown above gives an indication of the lead times involved in acquiring raw materials. When the importer fills in F.E.A.L. and the application is accepted one copy of F.E.A.L. is sent to the General Superintendent, one copy to the Customs at Mombasa and one copy is retained by the importer. The measure of having the General Superintendent check the goods, the managers said, was initiated because businessmen, mainly Asians, used to remit a lot of money outside the country. This was done either by having the supplier over-invoice the goods and when foreign exchange was granted the excess amount was banked in the importer's account abroad or by opening an account under the name of a non-existent supplier or in a cousin's name and when the foreign exchange is allocated the money is diverted to a different account. On the average the lead times for acquiring raw materials these days is about six months.

On the question of payment terms for raw materials, the managers said that in the past an allowance of 60 days credit was given by the suppliers but these days payment is required immediately after delivery. On raw materials ordered locally the customer is allowed 30 days credit.

On inflation the managers said that the cost of raw materials is rising by about 10% every year. The managers seemed not to isolate stock-holding costs from other expenses and they expressed the opinion that this was the problem of the Accountants. What they are more concerned about is the availability of raw materials or finished goods.

In the manual, there is a fixed lead time of three months in raw materials acquisition. This enables the participants to use simple inventory control models they have learnt from a course of Quantitative Methods. The participants can either pay immediately for raw materials or one month later. The cost of raw materials will continue to rise throughout the play to reflect the real world situation.

4.54. - Labor

Labor is hired by advertising in the local papers and interviewing those who have responded to the advertisement. Those hired are given the terms of employment and made to sign to show their acceptance. Normally workers serve a one-year probation period, although shift workers have a probation of one month. During this period the worker can terminate his services with the company or his services can be terminated without prior notice being given by either party. After the probationary period the worker is confirmed and he can join the workers' union, if one exists. It is quite difficult to fire a worker once he has been hired on permanent terms. Before a worker is fired the personnel office must show evidence that during one calendar year the worker committed the same offence three times and was given warnings during these occasions.

On the question of strikes, the managers pointed out that the present ban on strikes may be temporary. They added that even if strikes were not banned, the machinery laid out for dealing with worker grievances are so rigid that most strikes are illegal

and results in 'victimisation' of the union leaders. The Central Organisation of Trade Union (C.O.T.U.) is supposed to co-ordinate the efforts of other unions throughout the country but this body is so weak and disorganised that the unions do not expect much help from it. In the manual, there exists labor unrest, and there is a possibility of a walk-out strike. The workers' union is a strong one and during the play it can make demands for wage increases.

4.55. - Price Control:

The price control system operates by the manufacturer informing the Price Control Board of his unit costs of production. The Board makes an allowance for profit margin and stipulates the wholesale and retail prices. When the manufacturer feels that his costs of production have risen he approaches the board and convinces them that it is necessary for him to raise the price of his product. The tricky aspect of this price-setting system is that the manufacturer still has to quote a competitive price otherwise he will be out of production. In the manual, the participants are informed that parliament is debating the Price Control Bill. The parliament can pass the bill stipulating what prices should be charged.

4.56. - Building and Equipment:

Building and equipment are usually in the ratio of 3:1. Payment for building is done on the basis of 10% down payment at the time of signing the contract and the remainder when the contract is completed.

In the manual, buildings and equipment are in the ratio of 3:1. Payments for these are spread over a six-month period.

5.1. - Mathematical Models:

Three mathematical models are built; the production model, the demand model and the market share model.

5.2. - Production Model:

Production is a function of available raw materials, labor force, number of shifts operated, preventive maintenance expenditures, and plant facility.

$$\text{Production} = f(\text{DLH, PPC, ROPN, SHIFTS OPERATED, PLANT FACILITY})^5$$

Because of constraints in plant capacity as mentioned in the case output varies in the range (3500-4500) units per month. One short run measure to increase production is expenditure on preventive maintenance. This expenditure improves the output range to (4,000-5,000)units. 5,000 units is the maximum production possible with the greatest expenditure on preventive maintenance.

Preventive Maintenance Expenditure:

Decision on preventive maintenance expenditure has a time cumulation effect. The formula used is:

$$\text{EFFECTIVE MAINTENANCE EXPENDITURE} = \frac{1}{4} \left[\text{THIS MONTH'S MAINTENANCE EXP.} \right] + \frac{3}{4} \left[\text{LAST MONTH'S MAINTENANCE EXP.} \right]$$

Production as a result of the maintenance expenditure increases as maintenance expenditure increases. The maximum possible production due to preventive maintenance expenditure is given by the formula:

$$\text{MAXIMUM POSSIBLE PRODUCTION CAPACITY PROD.} = \text{MINIMUM} + \left[\frac{\text{EFF. EXP.}}{\text{EFF. MAIN. EXP.} + 500} \left(\frac{\text{MAX.} - \text{MIN.}}{\text{CAP. CAP.}} \right) \right]^5$$

The maximum possible production is adjusted for shift efficiency. Actual production is the lesser of the scheduled and maximum possible production, and is constrained by the availability of raw materials and labor force. Labor force is assumed 20 and therefore variations will have an effect on the production. Goods available for sale is then the sum of goods produced and the opening inventory of finished goods.

5.3. - Demand Model:

Demand in each of the regions is a function of unit price, expenditure on promotion, seasonal variation, random adjustment and company adjustment.

$$6 \quad \text{DEMAND} = f(\text{PR}, \text{PROM}, \text{SEAD}, \text{RMA}, \text{COAD})^?$$

In the models price and promotional expenditure have more significant effects on demand than any other factors.

5.31. - Seasonal Effects:

Appendix C shows a graphical representation of the seasonal effects during a simulated year. Demand is affected by values ranging from 1.00 down to 0.79. These effects depict a parabolic relationship.

5.32. - Random Adjustment:

If the relationships in the demand model become obvious to the participants then the purpose of applying a random adjustment is to conceal these relationships.

5.33. - Company Adjustment:

Since SIGMEA is an inter-active game the idea of competition is encouraged. If there is only one firm in the region the demand due to that firm is reduced by a greater factor than if there were competing firms in that region.

Seasonal effects, company adjustment, and random adjustment have the same effects on demand due to price and promotional expenditure. After making these common adjustments; adjustments are not made for price and promotional expenditure effects. The assumption made in both cases is that there is a basic demand already existing in each of the regions and the adjustments are made on these figures.

5.34. - Price Adjustment on Demand:

The demand for the product is price sensitive. At the price of 20/- the price elasticity of demand for the product is 1. Since SIGMEA is an interactive game the price decisions of the firm as well as those of the competitor have an effect on demand. If both firms charged 20/- per unit per region then the price elasticity of demand will be 1, using the formula shown below:-

$$\text{Price Adjustment} = \frac{20P(A) + 20P(B)}{P(A)^2 + P(B)^2}$$

P(A)-price of Firm A
P(B) - " " Firm B.

The author takes a number of hypothetical price decisions and plots price adjustment versus average prices of the two firms. The price decisions are shown in TABLE I. Reference to Appendix B. will show the graph of Price Adjustment Vs Average Price.

TABLE I

REGION:NAIROBI	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
Price A(P(A))	20	19	20	21	20	19	18
Price B(P(B))	20	21	22	21	22	21	20
Average Price	20	20	21	21	21	20	19
$ADP = \frac{20P(A)+20P(B)}{P(A)^2+P(B)^2}$	1.00	0.9975	0.950	0.9976	0.950	0.9975	1.0497

The purpose of this exercise is to show that as the average price of the product rises as the demand for the product falls and vice-versa. Regional demands are adjusted by these price factors. The good the participants are marketing is a "normal" good.

REGIONAL DEMAND

(PRICE GENERATED)

$$= (BDM * SEAD * RMA * COAD)^8 * PRICE FACTOR$$

5.35. - Promotional Demand Adjustment:

Expenditure on promotion is assumed to have a bigger impact on demand than prices. Promotional expenditure and expenditure on sales representatives are considered in calculating demand due to promotion. The concept of historical dependency is brought into the model by using the formula:-

$$\begin{aligned}
 \text{EFFECTIVE PROMOTIONAL EXPENDITURE} &= \frac{3}{5} \left[\text{THIS MONTH'S PROMOTIONAL EXP.} \right] + \frac{2}{5} \left[\text{LAST MONTH'S PROMOTIONAL EXP.} \right] \\
 &+ 500 * \left[\begin{array}{l} \# \text{SALES REP.} \\ \text{THIS MONTH} \end{array} \right] + 1000 \left[\begin{array}{l} \# \text{SALES REP.} \\ \text{LAST MONTH} \end{array} \right]
 \end{aligned}$$

Promotional effects on demand will be the sum of the firm's promotional effectiveness.

$$\bullet \text{ INDUSTRY EFFECTIVE PROMOTIONAL EXP.} = \sum_{J=1}^N \text{ FIRM (J) EFFECTIVE PROMOTIONAL EXP.}$$

Basic demand in each region increases due to industry's effective promotional expenditure but only up to a point. Graphs of Demand Vs Industry's Effective Promotional Expenditures⁹ are shown in Appendix E. From the graphs a linear relationship is assumed to exist between the demand and industry promotional expenditure and factors by which the demand increases due to promotional expenditure have been calculated.

These are shown in Table 2 below:-

TABLE 2

REGIONAL TOWNS	(BDM) BASIC DEMAND	(FTC) FACTOR	(TPM) MAXIMUM DEMAND
NAIROBI	2000.	1.741	5700.
MOMBASA	1800.	1.814	5000.
KISUMU	1500.	1.184	4300.
KAMPALA	4000.	2.368	11500.
DAR-ES-SALAAM	6000.	3.485	17000.

REGIONAL DEMAND

$$\text{(PROMOTION GENERATED)} = \left[(\text{BDM} + (\text{FTC} \cdot \text{DEND})) \cdot \text{C/AD} \cdot \text{SEAD} \cdot \text{RMA} \right]$$

5.4. - Demand Shares Model:

Two demand schedules have now been worked out; demand due to price decisions and demand due to promotional expenditure decisions. The task now is to share these demands to the companies. The author proposes that market share be on the basis of price and promotional expenditures.

$$\text{Market Share} = f(\text{Price, Effective promotional Expenditure}).$$

5.41. - Share of Demand due to Price Decisions:

Clearly if there is no firm in a region, shown by no price decision being made in that region, no firm receives demand due to price decisions. The demand due to price is shared on the basis of the price decisions made by both firms, shown in the formula below:-

DEMAND	=	P(A) * REGIONAL	P(A)-Price by A.
(PRICE)		$\frac{P(A)+P(B)}{\text{DEMAND}}$	P(B)-Price by B.

5.42. - Share of Demand due to Promotion Decisions:

Logically if a firm is not marketing in a region (shown by price decision of zero in that region) the firms are not expected to have promotional expenditures or sales representatives in that region. In this case the share of demand due to promotion is zero for both firms.

If there is only one firm in the region, then it is likely that promotional demand in that region is largely generated by that firm and therefore that firm gets that total share of demand due to promotion.

When there are competing teams in a region the demand is shared on the basis of the firms' promotional effectiveness as a fraction of industry's effective promotional expenditure in that region.

SHARE OF DEMAND

$$\begin{aligned} & \text{(PROMOTION)} \\ & = \frac{\text{FDE}}{\text{DEND}} * \text{DEMAND} \\ & \qquad \qquad \qquad \text{(PROMOTION)} \quad \text{FDE-Firms effective} \\ & \qquad \qquad \qquad \qquad \qquad \qquad \text{promotional expenditure} \\ & \qquad \qquad \qquad \qquad \qquad \qquad \text{DEND-Industry effective} \\ & \qquad \qquad \qquad \qquad \qquad \qquad \text{promotional expenditure.} \end{aligned}$$

If the firm had not made any promotional expenditure decisions this month and there is no effective promotional expenditure lasting from last month then the firms receive no share of demand due to promotional expenditure decisions.

5.43. - Total Demand:

Total demand per firm per region is the sum of demand due to price decisions and demand due to promotional expenditure decisions.

5.5. - Computer Program:

The calculations for SIGMEA are computerised using FORTRAN IV and the program is on magnetic tape. On pages 49-58 is a source program printout. The flowchart appears in Appendix F. The results printout can be categorised under the following headings. 10

5.51. - Decision Printout:

This is a printout of decisions that have an impact on this month's results.

5.52. - Firm's Results:

The results of the firms are printed out in terms of demand/supply per region; competitors decisions, cash statement and other information.

5.53 - History Printout:

The programme prints out this month's decisions and results that will be used in calculating results of the next season.

5.6. - Programme Limitations:

There are a number of loopholes in the present programme which may permit cheating as the game is played. These loopholes concern sales representatives, raw material lead time, and overdraft recovery.

First the programme does not check whether the sales representatives have been on training for one month before being assigned. The Game Administrator could easily check this out and warn the teams which are assigning sales representatives before training them. This does not look like a serious drawback in the programme.

Second, there is a lag of three months before the raw materials are received. The programme does not check for this. The printout, however, gives raw materials that are on order during any month. The Game Administrator should check those who are using raw materials without ordering for them.

Third, the participants are supposed to repay the overdraft every month. The programme does not check for defaulters. The printout shows the balance of bank overdraft and inquisitive Board of Directors should question the prominence of the figures in the balance sheet.


```

0147      114      IF(AC(J)=0.0)
0148      GO TO 120
0149
0150      115      IF(AC(J)=0.0)
0151      120      CONTINUE
0152
0153      C CALCULATION OF SALES REVENUE EFFECTS
0154      CALL PRDRC(ADD,PRC,DEB,SEP,REP,REG,PRC)
0155      REV(J)=REV(J)+AC(J)
0156      COST(J)=REV(J)*1.0
0157      GO TO 121
0158
0159      C COST OF FIRING SALES REVENUE EFFECTS
0160      IF(LE,4) GO TO 121
0161      SARP(J)=SARP(J)+REV(J)*1.0
0162      GO TO 122
0163
0164      121      SARP(J)=SARP(J)+REV(J)*1.0
0165      122      FTL(J)=REV(J)/TC(J)+REV(J)
0166      IF(LE,4) GO TO 123
0167
0168      C COST OF MAINTAINING SALES REVENUE
0169      J=AC(J)+0.5*REV(J)+1.0*REV(J)*1.0
0170      GO TO 124
0171
0172      124      EFFC(J)=REV(J)+2.0*REV(J)*1.0
0173      125      PLUS(J)=REV(J)+EFFC(J)
0174      126      BEGR(J)=EFFC(J)+PLUS(J)*1.0
0175
0176      C COMPANY ADJUSTMENT
0177      IF(PR(1,1).EQ.0.0) PR(2,1)=0.0) GO TO 127
0178      IF(PR(1,1).GT.0.0) PR(2,1)=1.0) GO TO 127
0179      COAD=0.50
0180      GO TO 127
0181
0182      127      COAD=0.0
0183      GO TO 127
0184
0185      128      COAD=0.75
0186
0187      C CALCULATION OF AND DUE TO PROMOTIONAL EFFECTS
0188      129      CALL PRJUST(PROM,XPB,REP,SEP,REG,BEND)
0189      REV(J)=REV(J)+(REV(J)*TC(J))
0190      IF(REG(J)-TRM(J))130,131,131
0191
0192      131      REV(J)=REV(J)
0193      132      CALL FPMCRV(X)
0194      X=0.91+(0.17*X)
0195      CALL PRADJ(ADD,PR)
0196      AND(J)=REV(J)*COAD*ADD(J)*5.0*1.0
0197      ATC(J)=REV(J)*COAD*5.0*1.0
0198
0199      C SHARING OF AND DUE TO PRICE EFFECTS
0200      IF(PR(1,1).EQ.0.0) GO TO 133
0201      GO TO 133
0202
0203      133      IF(PR(2,1).EQ.0.0) GO TO 134
0204      134      GO TO(135,136)
0205
0206      135      ASA(J,1)=(PR(1,1)/(PR(2,1)+PR(1,1)))*AND(J)
0207      GO TO 137
0208
0209      136      ASA(J,1)=(PR(2,1)/(PR(2,1)+PR(1,1)))*AND(J)
0210      137      GO TO 136
0211
0212      138      ASA(J,1)=0.0
0213
0214      C SHARING OF AND DUE TO PRODUCTION EFFECTS
0215      IF(PR(1,1).EQ.0.0) PR(2,1).EQ.0.0) GO TO 141
0216      IF(PR(1,1).EQ.0.0) PR(2,1).GT.0.0) GO TO 142
0217      IF(PR(1,1).GT.0.0) PR(2,1).EQ.0.0) GO TO 143
0218      IF(PR(1,1).GT.0.0) PR(2,1).GT.0.0) GO TO 147
0219
0220      GO TO 150
0221
0222      141      USA(J,1)=0.0
0223      GO TO 150
0224
0225      142      GO TO(160,161)
0226
0227      160      USA(J,1)=0.0
0228      GO TO 150
0229
0230      161      USA(J,1)=REV(J)

```

```

143 JSAC(J,1)=1.0
GO TO 140
142 FT(J,1)=(375.1471)
144 IF(CRFG(C1),FG,1)GO TO 140
JSAC(J,1)=(CRFG(C1)/DEMB(C1))*AF(C1)
GO TO 150
146 JSAC(J,1)=1.0
GO TO 150
147 IF(CRFG(C1),FG,1)GO TO 140
JSAC(J,1)=(CRFG(C1)/DEMB(C1))*AF(C1)
GO TO 150
149 JSAC(J,1)=1.0
150 FT(J,1)=JSAC(J,1)+ATAC(J,1)
C PEETING REGIONAL DEPARTMENT DEGREE NOT SET THROUGH REGIONAL UNIT
IF(CRFG(C1)-FT(J,1))151,151,152
152 SOLD(J,1)=FT(J,1)
PRC(J)=PRC(C1)-SOLD(J,1)
GO TO 153
151 SOLD(J,1)=PRC(J)
PRC(J)=0.0
STCC(J,1)=FT(J,1)-SOLD(J,1)
SOC(J)=SOC(J)+(0.5*STCC(J,1)+PRC(J,1))
153 IF(C1,1,4) GO TO 154
C COST OF HIRING AGENTS
PRC(J)=PRC(C1)+(0.15*PRC(J,1)+SOLD(J,1)*C1(J,1))
GO TO 155
154 SALX(J)=SALX(C1)+(0.10+PRC(J,1)*SOLD(J,1)+SA(C1,1))
155 ZEB(J)=ZEB(C1)+SALX(J)
C CALCULATION OF ACCOUNTS RECEIVABLES
IF(DISC(J),FG,1)GO TO 150
REST(J)=0.0
WAIT(J)=WAIT(J)+(PRC(J,1)*SOLD(J,1))
GO TO 157
156 REST(J)=0.98*PRC(J,1)*SOLD(J,1)
157 CONTINUE
ZEB(J)=ZEB(J)+REST(J)
TRANS(J)=TRANS(C1)+(Y*SOLD(J,1))
ISP(J)=TSP(C1)+SOLD(J,1)
TMY(J)=TMY(C1)+FT(J,1)
993 Y=Y+0.10
SAC(J)=ZEB(J)+ACRV(J)
C ADJUSTING FOR GOODS AVAILABLE FOR SALE AND BAL OF BAL MT, AND FIN.
CALL PRDCE(SPA,PPC,PLN,SPRD,POP,WR,DE,GT,AV)
PRB(J)=PRB(C1)+GT(J)
CEG(J)=PRC(J)-ISP(J)
CLIN(J)=AMP(C1)-GT(J)
994 CONTINUE
C RESULTS PRINTOUT
CALL RESALT(TMY,AMK,SANT,CAB,DEPT,COST,EMPLY,FR,MT,TRANS,
1,ZUB,PLNS,ITL,EMCR,VENT,ADMIN,FFZ,TRST,CAPEN,TAX,DIVD,PR,PRC,
2,SOCI,AVN,CEL,WAIT,CLIN,LE,FIN,SOLD,STC,SAP,AMP,POP,WR,DE,GT,
3SAC,SOC,PRB,ISP,OTEX,K)
998 CONTINUE
STOP
END

```

HELT, LENGHT, ZEUS, NAME, SIGMA


```

SUBROUTINE PRODC(CXPS,PPC,DLA,SPRD,ADPH,ELE,GOT,AMM)
DIMENSION XPS(2,5),PPC(2,5),DLA(2,5),SPR(2,5),ADP(2,5),GTP(2,5),
* TOT(2),EFLT(2,5),TP(2,5),TPAD(2,5),SCP(2,5),TOTPD(2),AMP(2)
C CALCULATING GOODS PRODUCED
CALL FPMCM(X)
CAMM=3500.+(100000.*X)
TAMM=4000.+(100000.*X)
DIFPD=TAMM-CAMM
DO 215J=1,2
TOTPD(J)=0.0
DO 212M=1,5
C ADJUSTING FOR MAINTENANCE EXPENSES
EFLT(J,M)=(0.75*PPC(J,M))+(0.25*XPS(J,M))
TP(J,M)=CAMM+(EFLT(J,M)/(EFLT(1,1)+360.))*.1400
C SHIFT EFFICIENCY
GO TO (201,202,203)
201 TPAD(J,M)=TP(J,M)*1.00
GO TO 204
202 TPAD(J,M)=TP(J,M)*0.75
GO TO 204
203 TPAD(J,M)=TP(J,M)*0.50
C LABOR CONSTRAINTS
204 IF(SPRD(J,M)-TPAD(J,M))205,205,206
205 ACP(J,M)=(SPRD(J,M)*DLA(J,M)/70.)
GO TO 207
206 ACP(J,M)=(TPAD(J,M)*DLA(J,M)/70.)
207 GO TO(210,211)J
210 TOTPD(J)=TOTPD(J)+ACP(1,M)
GO TO 212
211 TOTPD(J)=TOTPD(J)+ACP(2,M)
212 CONTINUE
C CHECKING FOR AVAILABLE RAW MATERIALS
AMM(J)=AMM(J)+EFLT(J)
IF(TOTPD(J)-AMM(J))213,213,214
213 GOT(J)=TOTPD(J)
GO TO 215
214 GOT(J)=AMM(J)
215 CONTINUE
RETURN
END

```

SEGMENT, LENGTH SIZE, NAME PROUCE

```

0519 SUBROUTINE PRADJ(AD,PR)
0520 DIMENSION AD(10),PR(2,10)
0521 C CALCULATING PRICE ADJUSTMENT FACTORS
0522 DO 405 J=1,2
0523 DO 405 I=1,5
0524 IF(PR(1,I).EQ.0.0)GO TO 401
0525 GO TO 404
0526 IF(PR(2,I).EQ.0.0)GO TO 403
0527 GO TO 404
0528 AD(I)=0.4
0529 GO TO 405
0530 AP(I)=(2.0*PR(1,I)+20.0*PR(2,I))/(PR(1,I)**2+PR(2,I)**2)
0531 CONTINUE
0532 RETURN
0533 END

```

END OF SEGMENT, LENGTH 153, NAME PRADJ

```

0509 SUBROUTINE PROUST(PROB,ZEN,REP,XEP,ED,DEND)
0510 DIMENSION F00(2,10),F01(2,10),F02(2,10),X1(2,10),
0511 10F0(10)
0512 C CALL I110 PROUSTIONAL EFFECTIVENESS: F00 IN FOR 1000 YEARS
0513 DO 301 J=1,2
0514 DO 301 I=1,5
0515 F0E(I,I)=0.6*F00(I,I)+0.4*YF0(I,I)+500.*F0R(I,I)+1000.*X1(I,I)
0516 301 F0(I,I)=F0E(I,I)+F0X(2,I)
0517 RETURN
0518 END

```

END OF SEGMENT, LENGTH 120, NAME PROUST

```

SUBROUTINE RESULT(CY, BANK, SALT, CAS, DEBT, COST, EMPLY, HEAD, PMT, PR,
1, ZD), PLUS, TTL, VENT, ADIT, FEZ, INVEST, CAP, TAX, DIV, SACC,
2, SUFF, AGN, DEL, WAIT, CLIN, CB, FIN, SOLU, TIC, SAP, X, PR, PR, PR,
3, SAC, SOC, R, DRD, TSP, DTEX, /)
INTEGER SUFF, AGN
DIMENSION IOY(2), BANK(2), SALT(2), CAS(2), DEBT(2), EMP(2), COST(
1, EMPLY(2), HEAD(2), PMT(2), TRAYS(2), ZD(2), PLUS(2), TTL(2), VENT(
2, VENT(2), ADIT(2), FEZ(2), INVEST(2), CAP(2), TAX(2), DIV(2), SACC(
3, WAIT(2), PR(2, 10), PROM(2, 10), REP(2, 10), SUFF(2, 10), AGN(2, 10),
4, CB(2), DRD(2), CLIN(2), CB(2), C22(2), TIC(2, 10), SOLU(2, 10), S(
5), SAP(2), PRNC(2), PPD(2, 5), DD(2), DRAF(2), SAC(2), SOC(2), PR(2,
6, TSP(2), DTEX(2)

```

```

C RESULTS PRINTOUT
DO 350 J=1,2

```

```

C CALCULATING AVAILABLE CASH
AFDC(J)=CAS(J)+BANK(J)+SALT(J)+SACC(J)

```

```

C CALCULATING TOTAL CASH DISBURSEMENT
DIS(J)=DEBT(J)+COST(J)+EMPLY(J)+TRAYS(J)+PR(2,1)+TRAYS(J)+ZD(
1, PLUS(J)+SAP(J)+FERR(J)+VENT(J)+AGN(J)+FEZ(J)+TRAYS(J)+CAP(
2, TAX(J)+DIV(J)+SOC(J)+DTEX(J)
CRO(J)=AFDC(J)-DIS(J)
CROV(J)=(DRAF(J)+SALT(J))-DD(J)
C22(J)=CB(J)-AFN(J)
WRITE(2,645)

```

```

645 FORMAT(1H1,48X,24HBUSINESS SIMULATION: GAIN/1H0,65X,27HEXPEN
1LE LOCK 1-INDUSTRY//1H0,54X,3H(SIG)A/1H0,65X,16HRESULTS:
WRITE(2,61)

```

```

61 FORMAT(61X,14H=====)
WRITE(2,604) K, J, MONTH

```

```

604 FORMAT(1H0,4X,9HINDUSTRY=,12,5X,5HFIRM=,11,50X,6HMONTH=,12)
WRITE(2,62)

```

```

62 FORMAT(5X,11H=====,5X,6H=====,50X,8H=====)
WRITE(2,603)

```

```

603 FORMAT(1H0,6X,3HREGIONS:,16X,7HMAINTEN,7X,7HAGENTS,6X,6X15
1,7HKAHPAL,7X,13HDAR-FS-SALAM)
WRITE(2,65)

```

```

65 FORMAT(7X,8H=====,16X,7H=====,7X,7H=====,6X,6H=====,
17H=====,7X,13H=====)
GO TO(801,802)J

```

```

801 WRITE(2,606) (FIN(1,1),I=1,5), (SOLU(1,1),I=1,5), (STC(1,1),I=
1(PR(2,1),I=1,5), (PROM(2,1),I=1,5), (REP(2,1),I=1,5), (SUFF(2,1),
2), (AGN(2,1),I=1,5)

```

```

806 FORMAT(1H0,6X,6HDEMAND,16X,F7.0,4F14.0/1H0,6X,6HSUPPLY,16X,
14F14.0/1H0,6X,16HSTOCK-OUTS,14X,F7.0,4F14.0/1H0,4X,22HDEBIT
2 DECISIONS/1H0,6X,6HPRICES,16X,F7.0,4F14.0/1H0,6X,16HPRINTE
3X,F7.0,4F14.0/1H0,6X,16HSALES REPS,14X,F7.0,4F14.0/1H0,6X,13H
4 OFFICES,11X,17,4114/1H0,6X,6HAGENTS,16X,17,4114//)
GO TO 821

```

```

821 WRITE(2,622) (FIN(2,1),I=1,5), (SOLU(2,1),I=1,5), (STC(2,1),I=
1(PR(1,1),I=1,5), (PROM(1,1),I=1,5), (REP(1,1),I=1,5), (SUFF(1,1),
2), (AGN(1,1),I=1,5)

```

```

822 FORMAT(1H0,6X,6HDEMAND,16X,F7.0,4F14.0/1H0,6X,6HSUPPLY,16X,F7.
14F14.0/1H0,6X,16HSTOCK-OUTS,14X,F7.0,4F14.0/1H0,4X,22HDEBIT
2 DECISIONS/1H0,6X,6HPRICES,16X,F7.0,4F14.0/1H0,6X,16HPRINTE
3X,F7.0,4F14.0/1H0,6X,16HSALES REPS,14X,F7.0,4F14.0/1H0,6X,13H
4 OFFICES,11X,17,4114/1H0,6X,6HAGENTS,11X,17,4114//)

```

```

821 WRITE(2,877)
807 FORMAT(1H1,50X,23HCASH STATEMENT FOR FIRM(2,1))
WRITE(2,605)

```

```

605 FORMAT(51,26H=====)
WRITE(2,888)CAF(J), SAC(J), BANK(J), SALT(J), AFDC(J), DEBT(J), EM
1, EMPLY(J), HEAD(J), PMT(J), TRAYS(J), ZD(J), PLUS(J), TTL(J), VENT(
2, VENT(J), ADIT(J), FEZ(J), INVEST(J)

```


5.7. - Summary:

This chapter presented the major features that are incorporated into SIGMEA. The chapter next presented the findings from the interviews and some of these findings were incorporated into the case and the mathematical models. Three mathematical models were built; production model, demand model and market share model. In these models the decisions of the participants were used and some adjustments (seasonal effects, random adjustment, company adjustment) were also incorporated in the models. The Chapter closed by presenting the Source Program and its limitations.

5.8. - Notes and References:

1. In designing SIGMEA, the author has drawn largely from Paul S. Greenlaw, L.W. Herron, R.H. Rawdon, "Business Simulation in Industry and University Education", London, Prentice-Hall(1962) p. 68-119.
2. Ibid., p.73
3. See Daily Nation No.1440 Jan. 16, 1975 p.1.
4. The Case referred to here appears in the Participants Manual Chapter 5.
5. Refer to Appendix B for full names of variables.
6. MAX. CAPACITY: POSSIBLE PRODUCTION LEVEL WITH MAXIMUM MAINTENANCE
MIN. CAPACITY: " " " " O MAINTENANCE.
7. Refer to Appendix B for full names of variables.

CHAPTER 5

Introduction

This chapter contains the participants' manual, the

administrator's manual and the Board of Directors' manual.

8. Refer to Appendix B for full names of variables.
9. The Demand and Industry's effective promotional expenditure figures used in plotting the Graphs were figures employed in the initial version of this Business Game. In that version an approximate cubic relationship was assumed to exist between the demand and promotional expenditure.
10. Refer to Participants Manual in chapter 5 for Decision and Results Printout.

decisions.

The Administrator's manual tells the Administrator

to administer the game. The Board of Directors' manual

tells the Board of Directors the roles they are supposed

to play in the simulation exercises, and what areas of the

simulation are performed in each index.

CHAPTER 5

Introduction:

This chapter contains the participants' manual, the Administrator's manual and the Board of Directors manual. In the participants' manual, the participants are told the requirements for playing the game. The participants are informed of the educational requirements of the game. They are next advised how to organise their teams for decision-making and how to enter their decisions in the decision forms. The participants' manual contains the case that defines the environment in which they are to make decisions.

The Administrator's manual tells the Administrator how to administer the game. The Board of Directors manual tells the Board of Directors the roles they are supposed to play in the simulation exercise, and what areas of the participants' performances to look into.

Yours faithfully,

1. J. Jones

2. M. Dupont

3. P. Smith

4. J. Brown

5. John Doe

On behalf of the shareholders.

PARTICIPANTS MANUAL

1.0. - Letter From the Shareholders.

Registered Officer,

Box 12345,

NAIROBI.

Dear Sirs,

It is with much pleasure that we welcome you to the Management of our Company (Kenya Bicycle Lock Assembly Industry Ltd.). Our company is publicly owned and until recently sixty percent of the shares were owned by an Asian non-citizen family. This family has since left the country and the shares were bought by African businessmen. Few of us, shareholders have ever managed a company of this size before. Most of us were operating "dukas" in the various towns of the country and are largely ignorant about book-keeping, stock-control, return on investment etc. We are confident, gentlemen, that with your expert knowledge you will manage this company well and guarantee us, the shareholders, greater dividends and an appreciation in the value of our shares.

Yours faithfully,

1. J. Kamau
2. M. Onyango
3. F. Mutiso
4. J.M. Mahero
5. Sheikh Rajab

On behalf of the shareholders.

1.1. - Introduction to Business Games:

Dear Participant,

You are about to play a business simulation game, a decision making exercise in which you assume the role of managing a simulated operation. In this exercise you are managing a hypothetical company, Kenya Bicycle Lock Assembly Industry, and are expected to make decisions about marketing, finance, investment, and production using the principles and tools that you have learnt from your business studies courses. Your company is in competition with another company so your results will be affected by your decisions as well as the decisions of your competitor.

Business simulation games draw their originality from War Games and Operations Research. War Games date back as early as 1811 when Von Reisswitz Sr. built war games where opposing teams of military personnel were given an imaginary mission and called upon alternately to make decisions in an effort to accomplish a mission. A documented application of War Games comes from Japan where a War Game was played in the Total War Research Institute in October 1940. In the play; on the one hand were the enemies and on the other hand was Japan. Japan represented an uneasy coalition of the Army, Navy, Cabinet, Constantly disagreeing on economic,

educational and financial issues. In a business simulation game, like in a War Game, the participants make decisions in certain areas and using mathematical models these decisions are manipulated and results are produced. The participants make decisions again for the next period and so on.

Business simulation games borrow the concept of "simulation" from Operations Research. Simulation models are models of a system which involves abstraction of aspects of the system one is studying and replicating these aspects by other means e.g. words or mathematical models. Simulation models are widely used in the field of engineering. Some of the advantages of using simulation models rather than real world situations are: economy, visibility, safety and reproducibility.

One word of caution; although called "Games", Business simulations are a serious educational exercise which is not designed to be played just for fun.

1.2. - Educational Objectives of Sigma:

Before one can effectively play SIGMEA one has to know the areas of business studies outlined below:-

1.21. - Marketing:

The participants must be aware of the traditional 4p^s of Marketing (Price, Promotion, Place, Product). They should

vary these 4p^s, with the aim of increasing sales. In the process of marketing their product the participants should become aware of the controllable and uncontrollable factors and decide on how to deal with these factors. The participants should be clear of the various methods of promotion and the effectiveness of each of these methods in securing sales. Sales forecast must be made on the basis of expected demand taking into account factors like seasonal effects on demand. Through the use of Economic Order Quantity (EOQ) the participants should be able to reduce capital tied up in stock while guarding against stock-outs.

1.22. - Accounting:

The participants should use accounting information for, among other things, control purposes. The participants are expected to prepare cash flow statements, budgets and forecasted Income Statements. The participants should compare actual and planned and generate variances that should help them improve on decision-making in the next season.

Routine statements like income statement and balance sheet for external reporting purposes must be produced.

Cost accounting is necessary for controlling costs, choosing from among alternatives and price setting. The participants should find out whether they need bother about price-setting or take the market prices.

1.23. - Finance:

Methods of financing open in the exercise are debt financing and equity financing. Each method has costs associated with it and so a choice should be made on the type of leverage between debt financing and equity financing desired. During the play of the game the participants will get involved in a capital investment decision and techniques learnt on project appraisal must be used before a decision is reached on whether to invest or not.

1.24. - Production:

Production must be carried on the basis of the sales estimates. There is a time lag of three months in the acquisition of raw materials. A production plan should be prepared for a period of at least a year, and it is necessary to compare the actual with the planned to improve on future budgets. Plant maintenance increases the productivity of plants in the short-run but in the long run participants should be thinking about building a new plant.

1.25. - Personnel:

The participant will find it necessary to set down personnel policy as the Board of Directors will want to know how they plan to deal with the demand of the Union.

1.26. - Systems:

The participants should be familiar with the systems approach to management whereby decisions made in the sub-systems of production, marketing, finance, affect the

objectives of the total enterprise. The point in question is how to achieve the objectives of the sub-systems without conflicting with the objectives of the total systems.

1.3. - The Case:

The Case overleaf defines the environment that you will be operating in. Read it carefully before you embark on the task of decision-making.

Kenyan bicycle locks have mainly been sold by mail
in the ports of Mombasa, Kisumu and Nakuru. The
existing strategy pursued was to divide Kenya into three
selling regions supplied from Mombasa, Kisumu and Nakuru.
Locks are normally transported to these regions from
the factory and distributed from the depots. Figure 1 shows
the geographical division of the marketing areas.

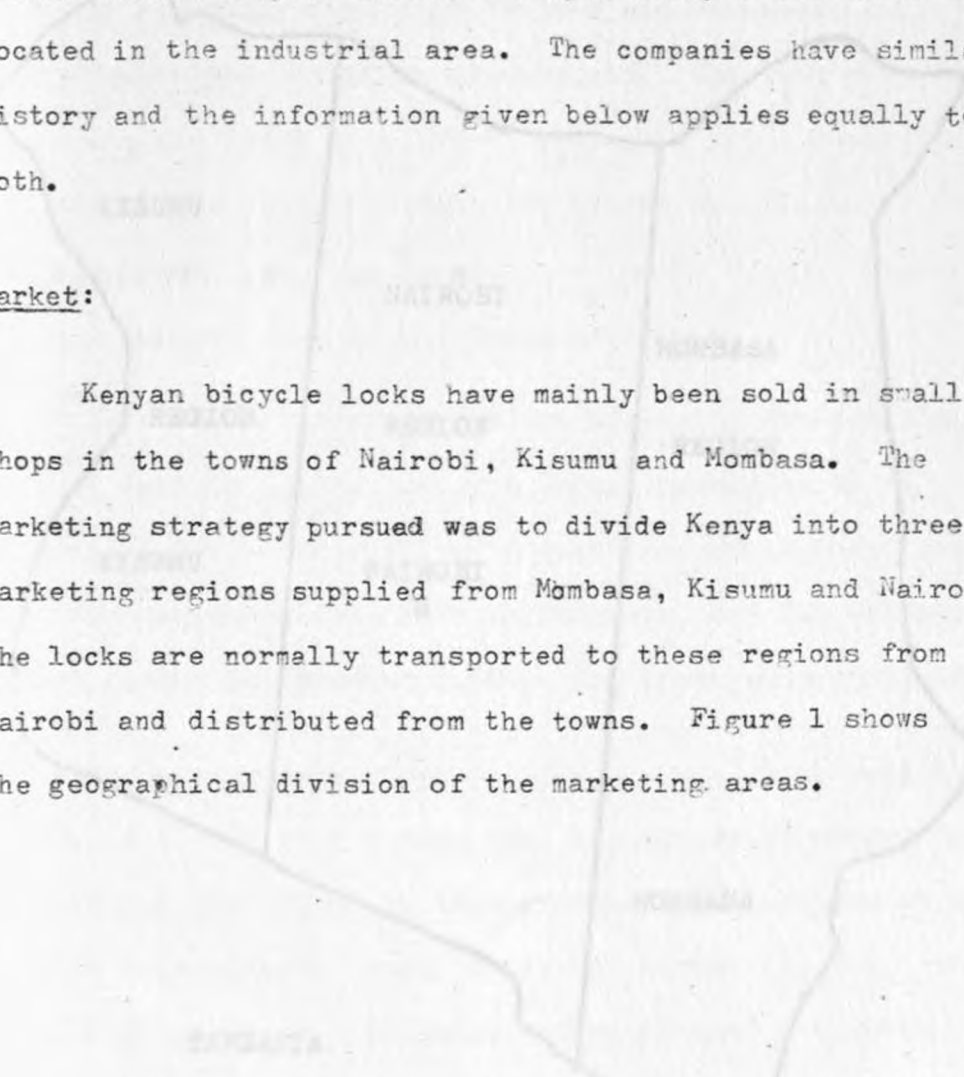
KENYAN BICYCLE LOCK INDUSTRY

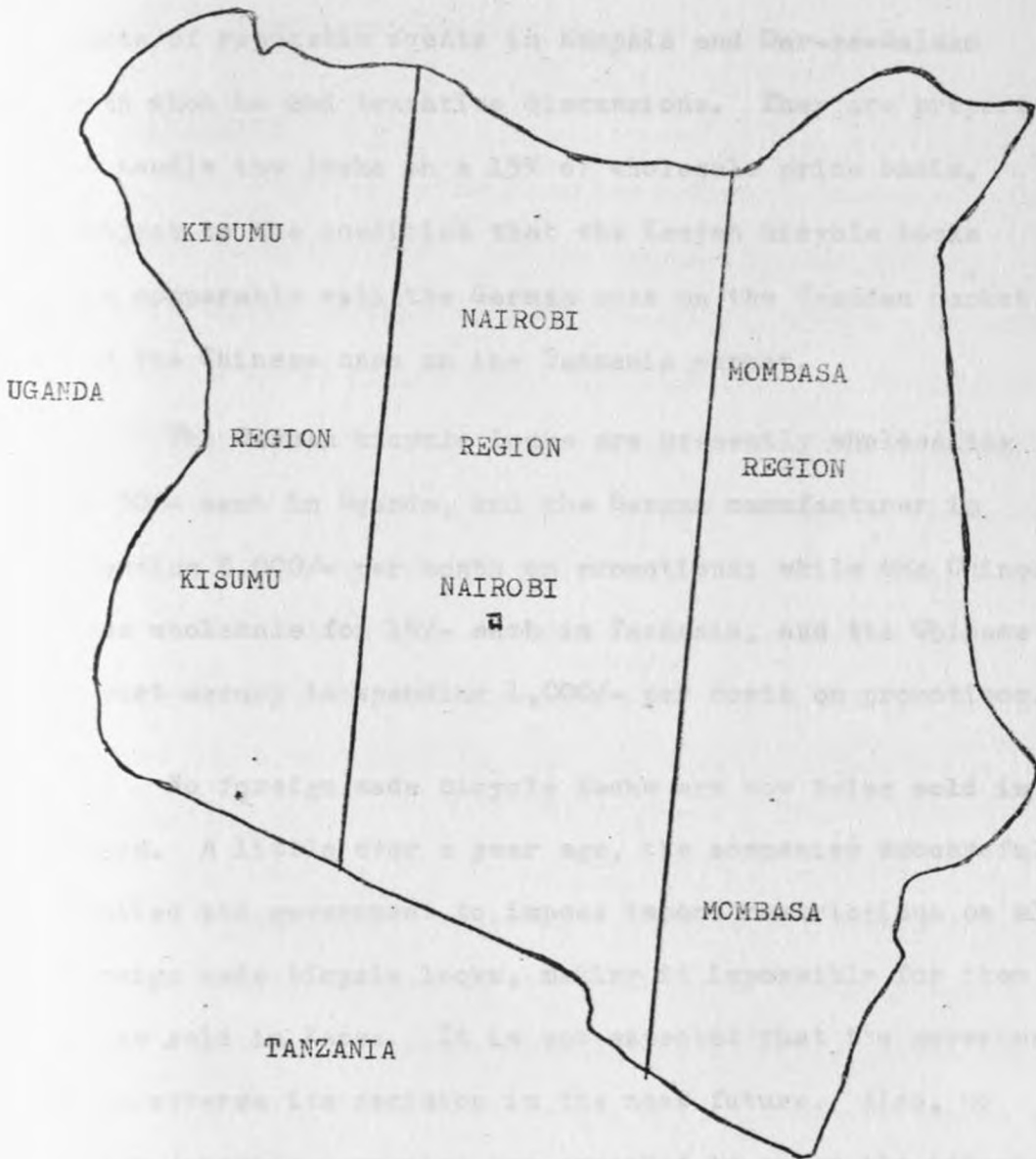
S I G M E A

There are currently two firms in Kenya involved in manufacturing bicycle locks. The privately owned firms are located in the industrial area. The companies have similar history and the information given below applies equally to both.

Market:

Kenyan bicycle locks have mainly been sold in small shops in the towns of Nairobi, Kisumu and Mombasa. The marketing strategy pursued was to divide Kenya into three marketing regions supplied from Mombasa, Kisumu and Nairobi. The locks are normally transported to these regions from Nairobi and distributed from the towns. Figure 1 shows the geographical division of the marketing areas.





A friend of a member of the Board has recently returned from a business trip into Uganda and Tanzania convinced that export possibilities exist for Kenyan bicycle locks in these countries. He has suggested the names of reputable agents in Kampala and Dar-es-Salaam with whom he had tentative discussions. They are prepared to handle the locks on a 15% of wholesale price basis, subject to the condition that the Kenyan bicycle locks are comparable with the German ones on the Ugandan market, and the Chinese ones on the Tanzania market.

The German bicycle locks are presently wholesaling at 30/- each in Uganda, and the German manufacturer is spending 5,000/- per month on promotions; while the Chinese ones wholesale for 15/- each in Tanzania, and the Chinese export agency is spending 1,000/- per month on promotions.

No foreign made bicycle locks are now being sold in Kenya. A little over a year ago, the companies successfully lobbied the government to impose import restrictions on all foreign made bicycle locks, making it impossible for them to be sold in Kenya. It is not expected that the government will reverse its decision in the near future. Also, no other domestic companies are expected to enter the industry because of the limited market size.

Demand for bicycle locks in East Africa has been slightly seasonal. Bicycle thieves seem to prefer warm and dry

weather to cool and wet for their "operations". Demand for locks varies with the level of bicycle thefts, as well as other factors such as the bicycle population.

In Kenya the weather has been quite wet and cool between the months of April and October.

Distribution:

The companies maintain sales office in downtown Nairobi to cover Nairobi region, and in Mombasa for the Mombasa region. Sales offices cost the companies 2,500/- per month per region. A sales office could be established in Kampala for 10,000/- per month to service all of Uganda, and in Dar-es-Salaam for 10,000/- for all of Tanzania. Agents, working on a 10% of wholesale price commission basis, are now covering Nairobi region and Kisumu region. Agents can be appointed in any other Kenya region on the same basis. Sales offices and agents perform the same functions, and are equally effective in securing sales.

Although the companies do not presently have any sales representatives because of the policies of their recently retired sales managers, each representative would cost 7,500/- per man per month per region in Kenya, and 10,000/- in Uganda and Tanzania. More than one representative may be assigned to any one region. Men can be readily hired for this position, but must be trained at "head office" for one month before being assigned to the "field."

The bicycle locks are normally transported by road from the factory to the retailer's outlet. The present transport rate structure being charged for this service is:

<u>Marketing Towns</u>	<u>Transport Charges</u> (Shs./lock)
Kenya:	
Nairobi	-/50
Mombasa	-/60
Kisumu	-/70
Foreign:	
Kampala	-/80
Dar-es-Salaam	-/90

Inability to deliver enough to meet customers' demands results in a direct loss of 50% of the sales revenue that would have accrued from the unfilled quantity as a stock-out penalty. For example, if, in a particular region, a company sets the wholesale price at 20/- per lock and its demand is 1,000 locks but its supply is only 600, that company would receive a gross revenue of $20/- \times 600 = 12,000/-$ but would be charged a stock-out penalty of $50\% \times 20/- \times (1,000-600) = 4,000/-$. Therefore, the company would receive a net revenue of $12,000/- - 4,000/- = 8,000/-$.

The companies are only concerned with the wholesale price of their bicycle locks. They assume that retail prices are set relative to the wholesale price. Prices may be varied

independently in each region in multiples of 1/-.

At their next meeting the parliament is going to debate the Price Control Bill which has already been tabled. If passed, the act will make it illegal to charge above a certain price for a production. The manufacturer can however, put his case before the Price Control Board for price rises. The manufacturer will have to convince the Board (represented by the Game Administrator) that his production costs are high compared to sales price.

A limited amount of advertising and other forms of promotion can be undertaken. This may be varied independently in each region by multiples of 500.

Production:

The company's factories are located in the "industrial area" of Nairobi. It is presently using one plant unit; that is, working one eight-hour shift per day with a nominal output of 5,000 bicycle locks per month. However, owing to machinery breakdowns, delays in some supplies, difficulties in scheduling production, labor disputes, and other problems, actual output ranges between 3,500 and 4,500 units per month.

The factory manager has suggested to the executive board that money could be well spent on preventive maintenance, and production planning and control. This has never been undertaken before, but he estimates that it may increase the plant

productivity by up to an average of 500 bicycle locks per month. These expenditures can be undertaken in multiple of 1,000/-.

A second shift can be added. The extra labor is readily available and would be fully productive immediately. However, the second shift would only be 75% as efficient as the first shift to start with. A third shift is possible but only 50% as efficient as the first shift.

The present machinery is three years old and is estimated to be productive for another two years, at which time major overhauls will be needed.

Duplicate plants can be built adjacent to the present sites for 300,000/-; (100,000/- for the land, 150,000/- for the building, and 50,000/- for the equipment). A contractor has estimated that it will take six months from the time of the decision to build to the time when the additional facilities are in full production. Payments for the new factory would be on the following schedule:

<u>MONTH</u>	<u>LAND</u>	<u>BUILDING</u>	<u>EQUIPMENT</u>
0.....	100% .	25% .	.
1.....	. .	10% .	.
2.....	. .	10% .	.
3.....	. .	10% .	.
4.....	. .	10% .	.
5.....	. .	10% .	50%
6.....	_____ .	<u>25%</u> .	<u>50%</u>
Total	<u>100%</u>	<u>100%</u>	<u>100%</u>

Note: At the end of month 6 (start of month 7), the additional production facilities are ready for use.

Smaller or larger plants can be built; but, building and equipment must remain in the ratio of 3:1, and land can only be purchased in discrete lots. That is, 100,000/- worth of land can contain building and equipment up to a maximum of 150,000/- and 50,000/- respectively. Any increase in building and equipment above these amounts necessitates buying one more full lot, or more. It would take six months for the additional capacity to come into production, irrespective of its size.

Production is ready for sale in the month it is produced. Raw materials must be ordered three months before the delivery date. For example, raw materials ordered in August are not delivered until November. They may be used in the month of delivery, and are normally paid for in the following month after delivery is taken. The supplier has offered a 2% discount if payment is made in the month of delivery, instead of one month later.

One unit of raw materials, enough to produce one finished bicycle lock, ~~the~~ costs 5/-. However, starting immediately, the government is raising its duty on this class of imports (the raw materials are imported from Europe). This will have the effect of raising the cost to

7/50. Other variable manufacturing costs are 1/- per unit produced.

Monthly inventory handling and storage charges, calculated on the end of the month balance, are -/20 per unit of raw materials and -/10 per unit of finished goods.

Labor costs are fixed at 900/- per man per month on the first shift, second and third shifts by an old labor union contract. There can be no hiring and firing of employees during the month, only at the beginning or end of a month.

Lately, much labor unrest existed at the factories, and rumours of a possible walk-out have been circulating. The Board of Directors are bothered by this situation, especially since the union contract expires in six months.

Factory overhead is 5,000/- per month with one shift in operation, 10,000/- with two shifts, and 12,500/- with three.

General Administration:

With one plant in operation, administrative expenses are 10,000/- per month.

Finances:

The company has raised capital through shareholder contributions, a government loan and bank overdrafts. The 100,000/- government loan carries a 10% interest charge per year, payable at the end of each June. It is secured against the land and matures in two years.

The companies have negotiated a 20,000/- bank overdraft limit. Under the conditions of the overdraft, interest is payable monthly at 1% of the outstanding end-of-month balance, and the overdraft must be secured against "Quick" assets.

Other normal sources of funds are available. Application for more capital requires a written submission to the game administrator stating the proposed terms. The company will be advised as to the acceptability of its proposal.

Usually, any distribution of earnings has been declared in December and paid in February. No defined dividend policy has been consistently followed in the past, but certain influential shareholders have recently exerted pressure on the Board of Directors to have the companies set down guidelines for the future.

Excess working capital may be invested in a bank on a fixed deposit of 6 months. The interest on such monies is 3% per annum and the investment and interest are collectible at the end of the 6 month period. This money can be invested only in January or July.

Other information:

Depreciation is allowed for annually at 20% of the net book value. This rate is acceptable to both the auditors and tax authorities. Normal tax laws apply, and tax is payable in February of each year.

Normal trade terms are one month and there has been no slow payers or bad debts. The company has been considering a 2% discount for immediate payment, and the retailers have indicated they would take advantage of this if it were offered.

Consultations are provided by The Game Administrator who will provide consultation on managerial problems. He charges a basic fee of 2,000/- and a fee of 150/- for every 10 minutes of consultations. The consultant is available for a maximum of 60 minutes for consultations during any month.

Should you desire to sell shares, write to The Game Administrator informing him of this decision and furnishing the details of number of shares to be sold and par value of each share.

Unless specified otherwise, all costs are paid in the month of their occurrence.

The following is the statement of financial position from one year ago. The up to date financial statements will be provided directly to the teams.

STATEMENT OF FINANCIAL POSITION

AS OF THE END OF MONTH 24

ASSETS

Current Assets

Cash	25,898	
accounts receivable	65,625	
raw material inventory	5,000	
finished goods inventory	<u>5,000</u>	101,523

Fixed Assets

land	100,000	
depreciable fixed assets		
building	150,000	
equipment	<u>50,000</u>	200,000
accumulated depreciation	<u>72,000</u>	<u>128,000</u>
		<u>228,000</u>

Total Assets Shs. 329,523

EQUITIES

Current Liabilities

Accounts payable	20,000	
dividends payable	15,000	
income tax payable	20,869	
interest payable	<u>5,000</u>	60,869

Long-term Liabilities

government loan		<u>100,000</u>
Total Debt		160,869

Owners' Equity

paid-up capital	134,825	
retained earnings	<u>33,829</u>	<u>168,654</u>

Total Equities Shs. 329,523

1.4. - Preparation for Decision Making:

In preparing for decision making you should be thinking about; organisation of Management Team, Objectives and Goals of Company, Setting policies, laying down strategies and preparation of forecasts, budgets and plans.

1.41. - Organisation of Management Team:

One of your problems will be how to organise your team for decision making. You could have a democratic arrangement whereby proposals are based upon general discussions and decisions reached by majority vote. In this case, the leader is responsible for conducting the discussion and the voting. You could have a functional arrangement whereby the proposals are made by functional people; the discussions are democratic and the decision by the majority. In this case the role of the leader is the same as in the democratic arrangement. An appropriate arrangement for this game may be the line-type organisation whereby you assign functional officers roles and require them to report to the leader. The leader is the final decision-maker. If you follow this arrangement you may find it useful to appoint the following officers; General Manager, Manager - Finance Department, Manager - Marketing Department, Manager - Production Department, and Company Secretary. Structure your organisation in any way you feel is appropriate for decision-making.

1.42. - Objectives and Goals of Company:

Before making decisions you should set down the objectives and goals of your company. Your Board of Directors will request that you present this.

These objectives and goals should be explicitly stated. Avoid using vague expressions like, "to make a satisfactory return on investment", and where possible include some figures in the statement of your goals. After some play you may find it necessary to revise your goals.

1.43. - Policies and Strategies:

The policies and strategies must aid in the attainment of your objectives and goals. Such policies and strategies must be explicit to guide management action in all areas. Where possible you must lay down decision rules. An example of a decision rule is:

"... to maintain a mark up of 40% over production cost, plus transportation costs without regard to competitors pricing policy."

You may find it necessary to revise your policies as the game progresses. Maintenance of definite policies effectively serves the decision making process.

1.44. - Preparation of Forecasts, Plans and Budgets:

Preparation of forecasts and Budgets aids in the decision-making process. You should prepare forecasts and budgets in as many areas as you feel are relevant. Some of the areas to consider are:-

1.441: - Cash Budgets:

In order to meet your expenses and cash outlays required by your investment plans, it is necessary to prepare a Cash Budget. Worksheet A attached overleaf is relevant for this purpose.

Type of Fund	M O B S D F					
	1	2	3	4	5	6
Available (past month)						
Available (this month)						
Share in Investments						
Cash Balance						
<hr/>						
<u>Expenses</u>						
Available (past month)						
Available (this month)						
Manufacturing Costs						
Advertising						
Expenditure						
Building Costs						
Other						
Govt. Debt						
Reserve						
<hr/>						
<u>Residuals</u>						
<hr/>						
<u>Cash Balance</u>						

COMPANY:

WORKSHEET A

Cash Budget

<u>Sources of Funds</u>	M O N T H S					
	1	2	3	4	5	6
Accounts Receivable (past month)						
Accounts Receivable (this month)						
Bank Loans						
Sale of Shares						
Interest on Investments						
Opening Cash Balance						
Total Sources						
<u>Uses of Funds</u>						
Accounts payable (past month)						
Accounts payable (this month)						
Variable Manufacturing • Costs						
Labor Expenses						
Overhead Cost						
Maintenance						
Transport						
Agents						
Sales Offices						
Sales Representatives						
Promotional Expenditure						
Inventory Holding Costs						
Administration						
Consultancy						
Interest on Govt. Loan						
Capital Expenditures						
Income Taxes						
Dividends						
Repayments						
Total Allocations						
Ending Cash Balance						

Cash Budget

<u>Sources of Funds</u>	M O N T H S					
	7	8	9	10	11	12
Accounts Receivable (past month)						
Accounts Receivable (this month)						
Bank Loans						
Sales of Shares						
Interest on Investments						
Opening Cash Balance						
Total Sources						
<u>Uses of Funds</u>						
Accounts payable (past month)						
Accounts payable (this month)						
Variable Manufacturing Costs						
Labor Expenses						
Overhead Cost						
Maintenance						
Transport						
Agents						
Sales Offices						
Sales Representatives						
Promotional Expenditure						
Inventory Holding Costs						
Administration						
Consultancy						
Interest on Govt. Loans						
Capital Expenditures						
Income Taxes						
Dividends						
Repayments						
Total Allocations						
Ending Cash Balance						

Cash Budget

<u>Sources of Funds</u>	Y E A R S					
	2	3	4	5	6	7
Accounts Receivable (past year)						
Accounts Receivable (this year)						
Bank Loans						
Sale of Shares						
Interest on Investments						
Opening Cash Balance						
Total Sources						
<u>Uses of Funds</u>						
Accounts payable (last year)						
Accounts payable (this year)						
Variable Manufacturing Costs						
Labor Expenses						
Overhead Cost						
Maintenance						
Transport						
Agents						
Sales Offices						
Sales Representatives						
Promotional Expenditures						
Inventory Holding Costs						
Administration						
Consultancy						
Interest on Govt. Loan						
Capital Expenditures						
Income Taxes						
Dividends						
Repayments						
Total Allocations						
<u>Ending Cash Balance</u>						

1.442. - Production Schedule:

Production schedules should be on the basis of sales forecast made. Worksheet B attached overleaf shows what could be considered in preparing a production schedule.

1.443. - Capital Budget:

When planning to expand productive capacity it is necessary to prepare a Capital Budget. In preparing a Capital Budget the sources of funds for financing the investments must be indicated. Worksheet C overleaf shows what could be considered in preparing a Capital Budget.

1.444: - Proforma Financial Statements:

Preparation of projected balance sheet helps in analysing how the expected structures and levels of assets and liabilities affect the financial position of the company. Worksheet D overleaf shows how to prepare a proforma Balance Sheet. It is advisable to prepare a proforma income statement as well.

COMPANY:

WORKSHEET B

Production Plan.

	M O N T H S												YEARS			
	1	2	3	4	5	6	7	8	9	10	11	12	2	3	4	5
SALES FORECAST																
EXPECTED BEGINNING INVENTORY																
LESS SAFETY STOCK DESIRED																
GOODS AVAILABLE FROM INVENTORY																
MINIMUM PRODUCTION NEEDED																
PRODUCTION TO BE SCHEDULED																
TOTAL NUMBER OF WORKERS																

WORKSHEET C

COMPANY:

CAPITAL BUDGET (Work Sheet)

	FUNDS REQUIRED IN YEAR				
	1	2	3	4	5
<u>Capital Expenditures planned</u>					
Plant Construction and Expansion					
<u>Total Funds Requirements</u>					

Amount to be financed By:					
Internal Cash from Operations					
Sale of Shares					
Bank Overdraft					

Total Debt 160,000
 Total Assets 160,000
 Total Capital 100,000
 Total Liabilities 60,000
 Total Equity 100,000

COMPANY:

WORKSHEET D

PROFORMA BALANCE SHEET

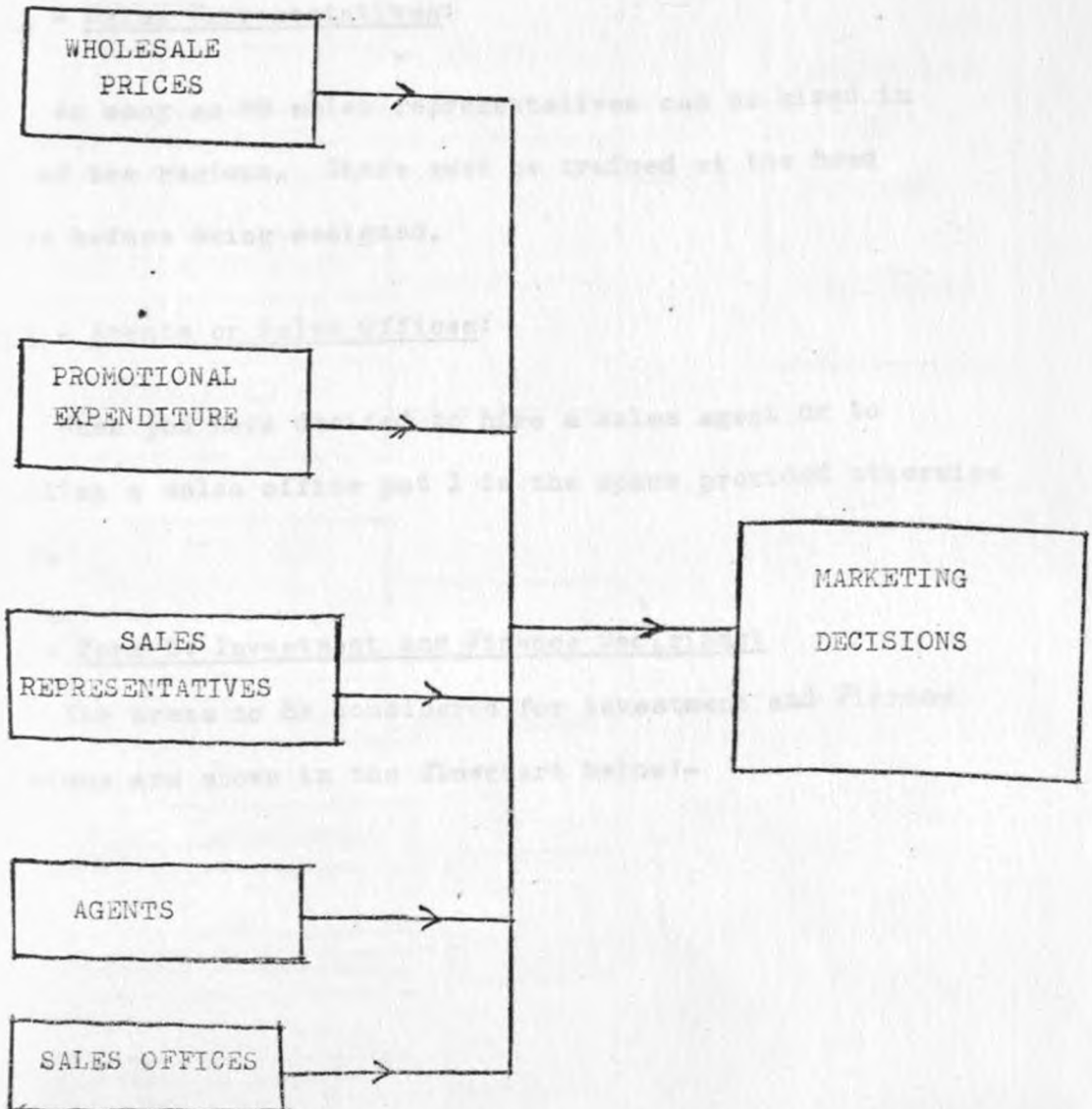
		Y E A R S				
		NOW	1	2	3	4
<u>ASSETS</u>						
Cash	25,898					
Accounts Receivable	65,625					
Raw Material						
Inventory	5,000					
Finished Goods						
Inventory	5,000					
TOTAL CURRENT ASSETS		101,523				
<u>FIXED ASSETS</u>						
Land	100,000					
Building	150,000					
Equipment	50,000					
	<u>200,000</u>					
Less						
Deprecia-						
tion	72,000	128,000				
		228,000				
TOTAL ASSETS		329,523				
<u>LIABILITIES & NET WORTH</u>						
<u>Current Liabilities</u>						
Accounts payable	20,000					
Dividends payable	15,000					
Income Tax payable	20,869					
Interest payable	5,000	60,869				
<u>Long-Term Liabilities</u>						
Government loan		100,000				
Bank Overdraft						
TOTAL DEBT		160,869				
<u>OWNERS EQUITY</u>						
Paid-up Capital	134,825					
Retained earnings	33,829	168,654				
TOTAL EQUITIES		329,523				

1.5. - Decision-Making

Computer input cards are punched directly from information on the decision forms. Overleaf are attached sample decision forms. There are three decision forms for each firm; Form A, Form B, Form C. Form A for decisions in the areas of Marketing; Form B for decisions in the area of Investment and Finance, and Form C for decisions in the area of Production.

1.51. - Form A: Marketing Decisions:

The areas to be considered for Marketing Decisions are shown in the flowchart below.



1.511 - Wholesale Price:

Price must be set in each of the regions the firm has decided to market in. Such prices can be set up to 99/- and can be varied in units of 1/- each simulated month.

1.512 - Promotional Expenditure:

This can be set in each of the regions and the maximum in each region is 99,500/- but this expenditure can be varied only in multiples of 500/-.

1.513 - Sales Representatives:

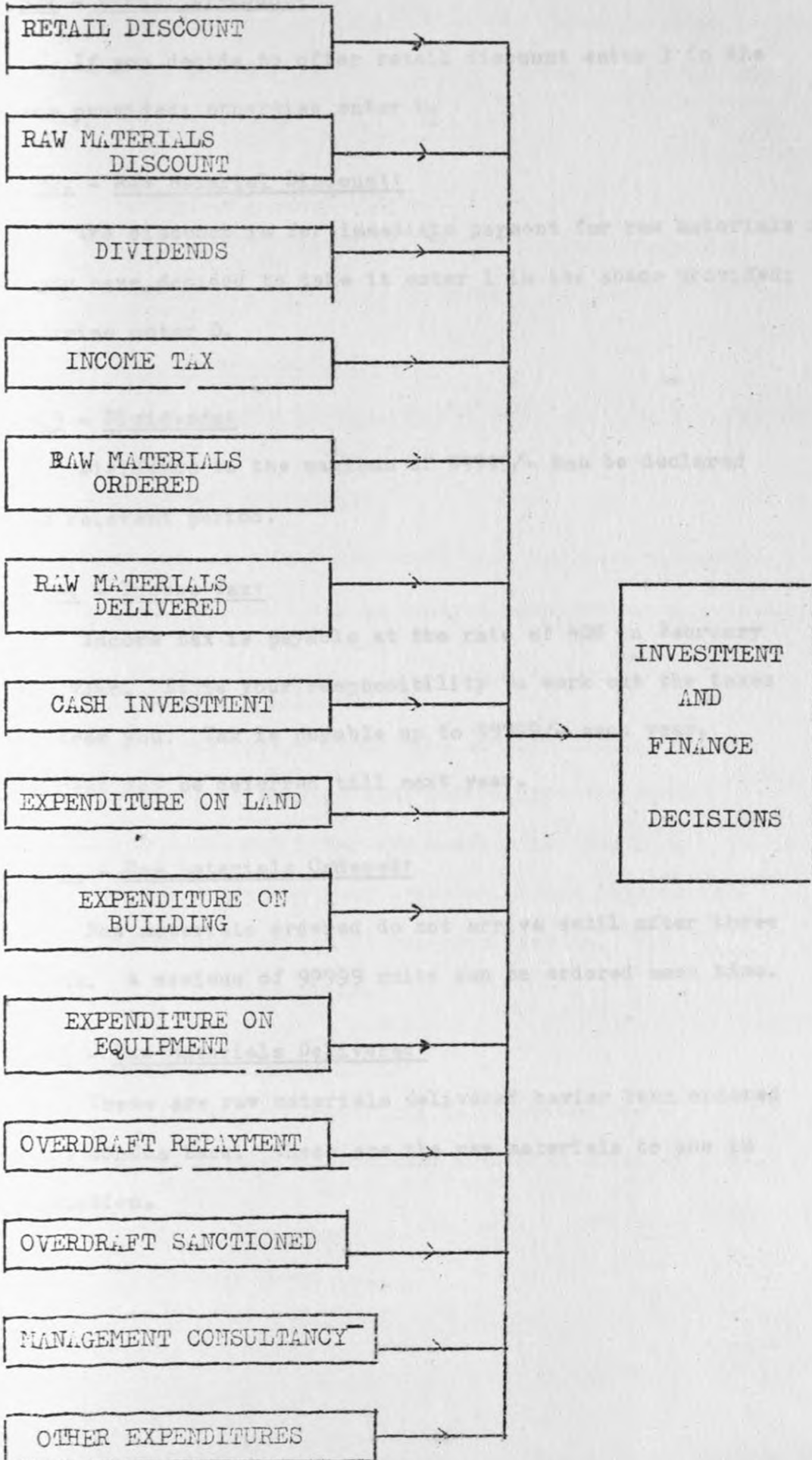
As many as 99 sales representatives can be hired in each of the regions. These must be trained at the head office before being assigned.

1.514 - Agents or Sales Offices:

When you have decided to hire a sales agent or to establish a sales office put 1 in the space provided otherwise put 0.

1.52 - Form B: Investment and Finance Decisions:

The areas to be considered for investment and Finance decisions are shown in the flowchart below:-



1.521 - Retail Discount:

If you decide to offer retail discount enter 1 in the space provided; otherwise enter 0.

1.522. - Raw Material Discount:

The discount is for immediate payment for raw materials delivered. If you have decided to take it enter 1 in the space provided; otherwise enter 0.

1.523 - Dividends:

Dividends to the maximum of 99999/- can be declared each relevant period.

1.524. - Income Tax:

Income tax is payable at the rate of 40% in February each year. It is your responsibility to work out the taxes due from you. Tax is payable up to 99999/- each year. The rest may be deferred till next year.

1.525. - Raw Materials Ordered:

Raw materials ordered do not arrive until after three months. A maximum of 99999 units can be ordered each time.

1.526 - Raw Materials Delivered:

These are raw materials delivered having been ordered three months back. These are the raw materials to use in production.

1.527 - Cash Investment:

Excess cash may be invested on the terms provided in the case. A maximum of 99,999/- can be invested during the investment period.

1.528. - Expenditure on Land:

Land can be purchased on the terms outlined in the case. A maximum of 999,999/- is payable for purchase of land.

1.529 - Expenditure on Equipment:

Maximum payable is 999,999/-. Refer to case for details.

1.530 - Overdraft Repayment:

You must repay the overdraft that had been extended. A maximum of 999,999/- can be repayed each month.

1.531 - Overdraft Sanctioned:

Should you desire funds make an application to the Game Administrator stating what you require the funds for and the terms you offer for repayment. The Game Administrator processes your application and informs you in writing of the results of your application. You must leave this space blank.

1.532 - Management Consultancy:

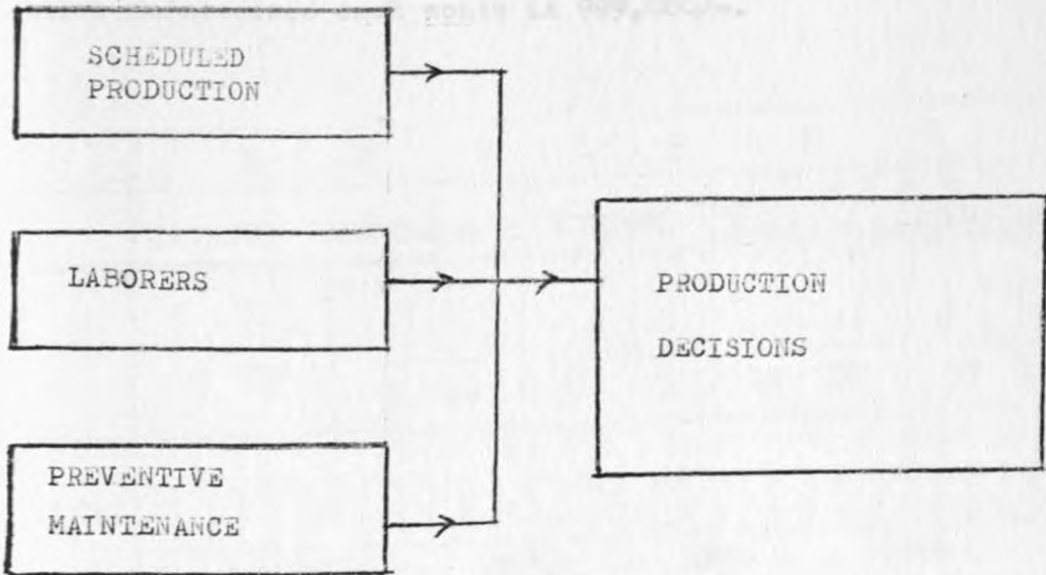
The Game Administrator can be consulted for a maximum of 60 minutes during each simulated month of play.

1.533 - Other Expenditures:

Explain what these are..

1.54 - Form C: Production:

The areas to be considered for Production Decisions are shown in the Flowchart below:-



1.541 - Scheduled Production:

Schedule your production on the basis of demand and available raw materials. Production can be scheduled to a maximum of 999,999 units. You can run all three shifts to increase your production but make sure you have men to operate these shifts.

1.542 - Laborers:

Workers can be hired for each of the shifts you have decided to operate. You can hire to a maximum of 99 men on each shift.

PREVENTIVE MAINTENANCE

FORM

1.543 - Preventive Maintenance Expenditure:

Preventive maintenance helps you improve your production level in the short run. This can be varied in multiples of 1,000/- and the maximum you can spend on preventive maintenance each month is 999,000/-.

	MONTHS									
	MAI	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
1	1	2	3	4	5	6	7	8	9	10
2	11	12	13	14	15	16	17	18	19	20
3	21	22	23	24	25	26	27	28	29	30
4	31	32	33	34	35	36	37	38	39	40
5	41	42	43	44	45	46	47	48	49	50
6	51	52	53	54	55	56	57	58	59	60
7	61	62	63	64	65	66	67	68	69	70
8	71	72	73	74	75	76	77	78	79	80
9	81	82	83	84	85	86	87	88	89	90
10	91	92	93	94	95	96	97	98	99	100

WANT YOU OFF SALES REPRESENTATIVES TRAINING AT HEAD OFFICE THIS MONTH?

HOW MANY _____

IF YES WRITE 1 _____

IF NO WRITE 0 _____

DECISION FORM

FORM A

M A R K E T I N G

CARD NUMBER
1

COMPANY NUMBER

MONTH

DECISION AREA		R E G I O N S					REMARKS
		NAIROBI	MOMBASA	KISUMU	FOREIGN		
					KAMPALA	DAR-ES-SALAM	
WHOLESALE PRICE PER UNIT PER REGION	PR	<input type="text" value="5"/> <input type="text" value="7"/>	<input type="text" value="8"/> <input type="text" value="10"/>	<input type="text" value="11"/> <input type="text" value="13"/>	<input type="text" value="14"/> <input type="text" value="16"/>	<input type="text" value="17"/> <input type="text" value="19"/>	VARIES BY 1/4 EACH MONTH
PROMOTIONAL EXPENDITURE PER REGION	FROM	<input type="text" value="20"/> <input type="text" value="25"/> <input type="text" value="26"/>	<input type="text" value="31"/> <input type="text" value="32"/>	<input type="text" value="37"/> <input type="text" value="38"/>	<input type="text" value="43"/> <input type="text" value="44"/>	<input type="text" value="49"/>	VARIES IN MULTIPLE OF 500
SALES REPRESENTATIVES PER REGION		<input type="text" value="50"/> <input type="text" value="52"/>	<input type="text" value="53"/> <input type="text" value="55"/>	<input type="text" value="56"/> <input type="text" value="58"/>	<input type="text" value="59"/> <input type="text" value="61"/>	<input type="text" value="62"/> <input type="text" value="64"/>	MUST BE TRAINED AT H.O FIRST
AGENTS PER REGION (YES OR NO)*	AGN	<input type="text" value="65"/>	<input type="text" value="66"/>	<input type="text" value="67"/>	<input type="text" value="68"/>	<input type="text" value="69"/>	SEE KEY BELOW
SALES OFFICES PER REGION (YES OR NO)*	SOPI	<input type="text" value="70"/>	<input type="text" value="71"/>	<input type="text" value="72"/>	<input type="text" value="73"/>	<input type="text" value="74"/>	SEE KEY BELOW

HAVE YOU GOT SALES REPRESENTATIVES TRAINING AT HEAD OFFICE THIS MONTH?

HOW MANY? _____

*KEY

IF "YES" WRITE 1

IF "NO" WRITE 0

DECISION FORM

FORM B

INVESTMENT AND FINANCE

CARD NUMBER 2
1

COMPANY NUMBER 2

MONTH 1
34

DECISION AREA	FORM	REMARKS	VARIABLE NAME
SMALL DISCOUNT (YES OR NO)*	5	SEE KEY BELOW	DISC
RAW MATERIAL DISCOUNT (YES OR NO)*	6	SEE KEY BELOW	RDISC
DIVIDENDE	7 12	SEE CASE	DIVD
INCOME TAX	13 18	SEE CASE	TAX
RAW MATERIALS ORDERED	19 24	DOES NOT ARRIVE UNTIL AFTER 3 MONTHS	RMORD
RAW MATERIALS DELIVERED	25 30		RDE
CASH INVESTMENT	31 36	FIXED DEPOSIT OF 6 MONTHS. SEE NOTE BELOW*	CHIN
EXPENDITURE ON LAND	37 43	SEE CASE	EXLD
EXPENDITURE ON BUILDING	44 50	SEE CASE	EXBLD
EXPENDITURE ON EQUIPMENT	51 57	SEE CASE	EXEPT
OVERDRAFT REPAYMENT	58 64	SEE CASE	OD
OVERDRAFT SANCTIONED	65 71	LEAVE THIS BLANK	SANT
MANAGEMENT CONSULTANCY	72 74	NUMBER OF MINUTES OF CONSULTANCY	CONSO
OTHER EXPENDITURES	75 80	EXPLAIN BELOW	OTER

DECISION FORM

FORM 9

PRODUCTION

CARD NUMBER 3
1

COMPANY NUMBER 2

MONTH 3 4

DECISION AREA	VARIABLE NAME	S H I F T S			REMARKS
		1	2	3	
SCHEDULED PRODUCTION	SPRD	<u>5</u> <u>11</u>	<u>12</u> <u>18</u>	<u>19</u> <u>25</u>	
LABORERS	DLH	<u>26</u> <u>28</u>	<u>29</u> <u>31</u>	<u>32</u> <u>34</u>	
PREVENTIVE MAINTENANCE EXPENDITURE	PEO	<u>35</u> <u>41</u>	<u>42</u> <u>48</u>	<u>49</u> <u>55</u>	VARIES IN MULTIPLES OF 1000/

will be referred to by the number it is related through out the decision. Your results printed will always contain your company number. You must take care that you do not confuse your company number, otherwise the computations will not be done.

1.73 - If a space is left unfilled it will be assumed that the number is 0. This means that even if you do not change the decision you will have to fill in the next season you will have to make that entry this season.

1.74 - You must enter only 1 digit per space provided in the decision form.

Rules and General Instructions for Filling Decisions Forms.

1.71 - The entries in the decision forms are to be "right-adjusted". This means that the entries must be made left of the decimal points. For example, if expenditure on promotion is 500/- in region 1 the entry will be made as shown below:

0	0	5	0	0	.	
20					25	

It is not necessary to fill in the first two zeros shown above.

1.72 - Each company is given a company number and told the month of operation. The company number must be entered in column 2 and the month in columns 3 and 4. Your company will be referred to by the number it is allotted throughout the exercise. Your results printout will always contain your company number. You must make sure that you do not confuse your company number, otherwise the computations will not be done.

1.73 - If a space is left unfilled it will be assumed that the number in it is zero. This means that even if you do not change the decision you had made in the past season you still have to make that entry this season.

1.74 - You must enter only 1 digit per space provided in the decision forms.

1.75 - The rules outlined must be studied carefully and followed to the letter. Submission of incorrectly completed forms will yield unanticipated results.

1.76 - Refer to the sample decision form referred to earlier in section 1.6 for filled-in decision forms of two firms.

1.77 - The completed decision forms must be submitted to the Game Administrator promptly to avoid delay on the other teams and the computing centre staff.

1.8 - Computer Printout:

The results for your company for each simulated month will be handed back to you in form of computer printout. The computer printout attached overleaf for your scrutiny contains the following:

1.81 - Decision Printout:

These are the decisions you had made at the beginning of the simulated period. Variable names indicated in the decision forms are used. Check the decisions printout against the decisions you had made.

1.82 - Marketing Printout:

This printout contains the supply and demands per region. Where your supply was short of demand a stockout figure is indicated. You are told the competitor's decisions in some areas.

1.83 - Cash Statement:

This shows the flow of cash during the simulated period. The balance of cash shown may not be the same as the one calculated by you due to rounding done by the computer.

1.84 - Other Information:

This section tells you; the closing balance of bank overdraft, outstanding accounts receivables, and payables, raw materials on order, balance of raw materials and finished goods, total demanded and supplied, information on capital expenditures.

APRYL BICYCLE TUCK INDUSTRY

(S1672A)

RESULTS REPORT

INDUSTRY 1 FIRST

0.0000

REGIONS:

MALEBOL

NOUGASA

PIGROU

KAPPALA

DAI-PORSAIYAN

DEMAND

2045.

2756.

0.

0.

0.

SUPPLY

2845.

2704.

0.

0.

220.

STOCK-UNITS

0.

0.

0.

0.

0.

COMPETITOR'S DECISIONS

PRICES

10.

0.

0.

0.

0.

PRODUCTIONS

2000.

2000.

0.

0.

0.

SALES REPS

3.

2.

0.

0.

0.

SALES OFFICES

1

1

0

1

0

AGENTS

0

1

1

1

0

CASH STATEMENT FOR FIRM 1

=====

OPENING CASH	6000.	
ACCOUNTS RECEIVABLES	277271.	
INTEREST	0.	
FINANCINGS	90000.	
AVAILABLE FOR DISBURSEMENTS		373271.
DISBURSEMENTS		
ACCOUNTS PAYABLE	4000.	
VARIABLE COST	6342.	
LABOR	33300.	
OVERHEAD COST	10000.	
STATEMENT	7600.	
TRANSPORT	9550.	
AGENTS	4267.	
OFFICES	27500.	
SALES REPS.	82500.	
PROMOTIONS	27000.	
INVENTORY	1850.	
ADMINISTRATION	10000.	
CONSULTANCY	2300.	
INTEREST	0.	
STOCK-OUT COST	0.	
CAPITAL EXPENDITURES	180000.	
INCOME TAXES	8000.	
DIVIDENDS	9000.	
OTHER EXPENDITURES	0.	
TOTAL DISBURSEMENTS		387216.
CLOSING BALANCE BEFORE I.D.		-13945.
INTEREST	600.	
CLOSING CASH BALANCE		14545.

OTHER INFORMATION

CLOSING BALANCE OF OVERHAET	150000.
OUTSTANDING ACCOUNTS RECEIVABLES	0.
OUTSTANDING ACCOUNTS PAYABLES	45000.
RAW MATERIALS ON HAND	500.

USE OF RAW MATERIALS = 5653.

TOTAL DEMANDED = 12802.

VAL. OF FINISHED GOODS = 40.

TOTAL SOLD = 12802.

2.0. - Administrator's Manual:

The Administrator must familiarise himself with the history, development and educational values of business Games. Material on this will be found in Chapter 2 and 3. In SIGMEA, the Administrator can have upto 99 industries each industry having two competing firms. The Administrator must read the participants manual thoroughly and consider the following things:

2.1. - Physical Facilities and Team Size:

The Administrator must decide on the sizes of the teams to use. The author suggests that each team must have not less than three people and not more than six people. This ensures that the vital departments of production, marketing, finance, are managed. The assignment of individuals to teams should be on the basis of the experiences or educational background of the participants. to ensure that talented people are equally divided. The Administrator should find separate rooms for each of the teams and these rooms should be chosen such that discussions of one firm cannot be overheard by another firm, and if possible the rooms allocated should be close to the computer room to minimize the time in taking the decision forms to the computing center. The participants need hand calculators to aid them in making calculations.

2.2. - Time Consideration:

Time consideration involves determining; the length of decision time, number of periods of play, and time interval between decisions.

2.21 - Length of Decision Time:

It is difficult to determine how much time should be allowed for decision-making each simulated month. Because this game has not been run before it is difficult to include all the practical requirements for running the game. If the time allocated is compressed the participants will find that they need to develop specialisations of effort and that there is not enough time for everybody to participate in decision-making. If too much time is allotted the participants may spend much time on gathering data that is irrelevant to decision-making. The author recommends that the time allowed for decision-making should be thirty minutes although in the initial periods of play the Administrator will find that he needs to allocate more time for decision-making since the participants are unfamiliar with the exercise.

2.22 - Number of Periods of Play:

The participants should not be told the number of periods of play since they may adopt "end-game" strategies which destroys the educational value of the game. The game should take at least 2 years so that the participants are forced to invest in plant capacity. A longer period of play ensures that those participants who had adopted wrong strategies can correct these strategies and stand a chance to catch up.

2.23 - Time Interval Between Decisions:

If possible the Administrator should schedule for 2 decision periods a day. The determining factor is the time period between completing the decision forms and getting the results back. If the computer staff are busy it may take a long time to punch the cards and run the job. The schedule should, however, allow the participants to individually consult text books and work out their plans before coming for the decision-making process. If the Administrator schedules one game a day then the exercise will have to run daily for 24 days before the participants can be expected to gain from the exercise. In this case the game is being run alongside other management training methods.

2.3. - Briefing:

Although most things have been explained in detail in the participant's manual there is still need for the Administrator to re-emphasize some of the areas so as to fully familiarise the participants with the game. The Administrator should tell the participants the history of simulation games and their educational values. On introducing the participants to the case the Administrator should point out factors like; time lags in ordering raw materials, need for expenditure on preventive maintenance, and a need for investment in plant capacity.

2.4. - Decision Forms:

Most important of all the Administrator should re-emphasize the need for filling the decision forms correctly. He must show the participants an example of a decision form that has been filled in. Sample decision forms are included in the Participants' Manual. The Administrator should allocate numbers to competing firms. Since there will be two competing firms per industry, one firm will be given the number 1 and the other 2. The Administrator must emphasize to the firms the necessity of entering their firm number in the decision forms.

2.5. - Organisation of Cards:

Before running the Administrator should code and punch a number of cards. The Parameter Card (shown overleaf) contains five sets of three variables having; five fields, five fields and six fields respectively. The Administrator must then punch a card that shows the number of industries in operation. The Administrator can have a minimum of two industries and a maximum of ninety-nine industries. This variable occupies two fields. The Administrator should, then code history data and punch the history deck. The Administrator should use the coding forms provided overleaf. Initially he will have to code history information from the case but subsequently he can code from the computer printout. A sample of the history printout is shown overleaf.

CEDING FORM FOR HISTORY PRINT

Four cards must be punched; 2 per firm

VARIABLE NAME	CARD NO. 1	EXPLANATION
NFIN	1	Number of Company
ROPN	2 7	Raw materials opening inventory
FGIN	8 13	Finished goods opening inventory
CAB	14 21	Cash Balance
AORV	22 29	Opening Accounts Receivables
ACPY	30 37	Opening Accounts payables
XEP	38 40	Sales reps in region 1 last month
XEP	41 43	Sales reps in region 2 last month
XEP	44 46	Sales reps in region 3 last month
XEP	47 49	Sales reps in region 4 last month
XEP	50 52	Sales reps in region 5 last month
XEM	53 58	Last month's expenditure on maintenance in shift 1
XEM	59 64	Last month's expenditure on maintenance in shift 2
XEM	65 70	Last month's expenditure on maintenance in shift 3

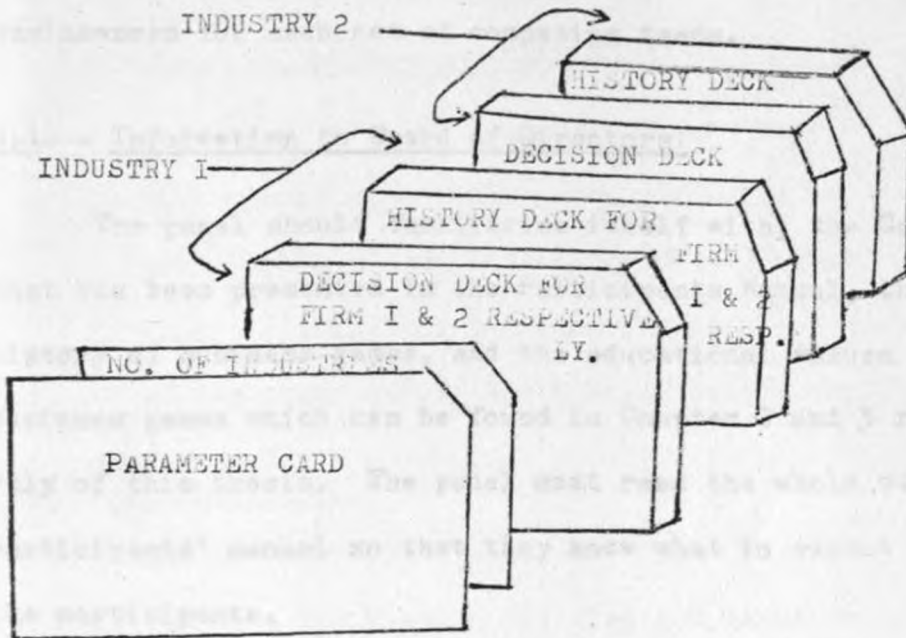
CODING FORM FOR HISTORY PRINTOUT

VARIABLE NAME	CARD NO. 2	EXPLANATION
IFIRM	1	Firm Number
XPN	2 7	Last month's expenditure on promotion in region 1
XPN	3 15	Last month's expenditure on promotion in region 2
XPN	14 19	Last month's expense on promotion in region 3
XPN	20 25	Last month's expense on promotion in region 4
XPN	26 31	Last month's expense on promotion in region 5
DRAF	32 39	Balance of Bank Overdraft.

The computer printout contains the decision printouts, the parameter printouts, supply forecast printouts, each statement printout, and printout of history data for the next system. The Administrator should send to his assistants the decision printout, supply forecast printout, each statement printout. The two history printouts and parameter printout must be retained by the Administrator.

2.6. - Card Arrangement:

When the cards have been punched they should be arranged in the order shown below before submission for running.



2.7. - Computer Printout:

The computer printout contains the decision printout; history printout; parameter printout; supply demand printout; cash statement printout; and printout of history data for the next season. The Administrator should hand to the participants the decision printout, supply demand printout and cash statement printout. The two history printouts and the parameter printout must be retained by the Administrator.

3.0. - Board of Directors' Manual

The role of the Board of Directors is to examine the performances of the companies and offer critiques. There must be one panel of Board of Directors consisting of Academicians, professional people and practising businessmen for each set of competing teams.

3.1. - Information to Board of Directors:

The panel should familiarise itself with; the Case that has been presented in the Participants Manual, the history of business games, and the educational values of business games which can be found in Chapter 2 and 3 respectively of this thesis. The panel must read the whole of the participants' manual so that they know what to expect from the participants.

3.2. - What the Participants Must Present to the Board:

In asking the participants about their present problems, progress and growth the panel must ask them to produce forecasts, plans and statements about their company's past history. The participants must present an analysis of the history of their company and their plans for the future.

3.3. - Questions to Participants:

The panel should ask the participants to give answers to the following questions:

3.31 - Objectives:

- 1) What were the initial short and long range objectives developed by your firm: Why?
- 2) What operating policies were developed to establish a framework meeting these objectives?
- 3) What, in your best judgement, were the objectives of the other firm? Why did you decide this?

3.32 - Organisation:

- 1) How is your firm organised? Why?
- 2) How were the responsibilities and tasks assigned?

3.33 - Planning, Budgeting, Forecasting:

- 1) What short and long range plans did your firm develop to meet its objectives? Why?
- 2) Were alternate plans developed? Used?
- 3) Were specific amounts of cash and other resources budgeted for decision variables? How? Why?
- 4) What specific reporting and control systems did your firm establish? Why?

3.34 - Evaluation:

- 1) What do you judge to be the significant reasons for:

- Reaching or not reaching objectives
 - Meeting or not meeting plans, forecasts, budgets.
- 2) Looking back, what would you estimate to be the most desirable strategy for optimizing the position of your firm? Why?
 - 3) How would you operate your firm for the next five-year period?

Specific Questions.

Marketing and Distribution

- 1) In what regions are you selling? Why?
- 2) What channels of distribution is your company using? Why?
- 3) What is your company's pricing and promotion policies? Why?

3.35 - Production:

- 1) What is your company's production policy? How is it related to these areas:
 - preventive maintenance
 - shifts
 - factory expansion
 - inventory

3.36 - Finance:

- 1) What is your company's financial policies? Why? How is it related to these areas:
 - government loan.

- Bank Overdraft
- Dividends
- Raw materials discount
- Retail discount
- Cash Investment?

3.37 - Other Information:

The panel may be called upon to assign marks for the performances of teams. What the panel should examine are: consistence in planning, coordination and team work; results as shown by the computer printout; the investment in time that the participants have made for producing meaningful and useful management reports.

4.0. - Summary:

This chapter presented the manuals used in playing SIGMEA: the Participants' Manual, the Administrator's Manual and the Board of Directors' Manual. The participants' manual presented a case used in SIGMEA and information on the process of decision-making. The Administrator's manual contained information on how to administer SIGMEA and the Board of Directors' manual told the Directors their roles in conducting the game.

CHAPTER 6

Introduction:

This chapter examines the organisation of the test-run of SIGMEA in terms of the observations and experience of the author during the test-run. It then presents the comments of the participants and closes by listing recommendations to be observed to assure good results from the business simulation game.

1.0. - Organisation for Test-Run:

SIGMEA was tested with a group of twelve students, from the Masters in Business Administration class at the University of Nairobi. Because participation in the exercise was not part of the students' courses, the students were paid a bonus fee for volunteering their time. The twelve students were randomly split into two industries, each industry consisting of two competing firms of three participants each. The simulation exercise was conducted for six one-hour decision periods representing six months of business operation. At the first meeting the participants were given two hours in which to read the case. The participants were then allowed to make "trial" decisions. These decisions were punched, the program run and the results printout handed back to the participants and the results were discussed by the author. Subsequently, the participants made decisions every afternoon, cards were punched, program run and the results printout handed back to the participants by ten o'clock the

following day. During the decision periods, the author was always available to provide consultation.

2.0. - Observation and Experience of the Author:

During the test-run the author made certain observations and had experiences which are presented under the following headings; Orientation to Case, Organisation for Decision-Making, Entries on Decision Forms, Interpretation of Results Printout, Explanation to Key-Punch Operators, Periodic Results of One Firm.

2.1. - Orientation to Case:

From the results of the monthly performances of the participants, the author got an impression that the participants were not fully versed with facts in the case. The participants did not seem to take into account factors like; lead times in raw materials acquisition, discounts on accounts receivables and accounts payables. It was not unusual to find that in a decision month a firm had no balance of finished goods or raw materials and yet no raw materials on order.

2.2. - Organisation for Decision-Making:

Under this topic the author is referring to; assignment of functional roles amongst the participants, setting down the firm's goals, laying down policies, preparation of plans, budgets and forecasts. The author observed that none of the firms had assigned roles to their members.

Decisions were made on a democratic basis. The author also observed that no firm had laid down its goals and besides no firm had prepared plans, budgets or forecasts.

2.3. - Entries on Decision Forms:

The participants did not follow the rules and procedures outlined in the participant's manual for making entries in the decision forms. While in some cases entries were just omitted without reason, in others, the entries made were illegible. The author thus had to go over all the decision forms and check for these irregularities before punching.

2.4. - Interpretation of Results Printout:

The participants seemed to have difficulty in interpreting the results printout. The author had to explain what the decision printout was and also point out that the decision printout employed variable names indicated in the decision forms. It was also necessary to point out the significance of a stock-out in each region. The participants' attention had to be drawn to the information provided about the competitor's decisions in some areas.

2.5. - Explanation to Key-Punch Operators:

The author found he had to explain to the key-punch operators where the columns on the decision forms began and ended. Although punching error occurred only once during the six-month simulated period, the author had to have all the cards verified before running.

2.6. - Periodic Results of A Participating Firm:

Since the participants did not plan before decision-making their results were on the whole poor. Frequently, firms ran out of stock of raw materials and finished goods and had no raw materials on order. Most firms had chronic financial deficits which had to be adjusted to zero to allow the participants to continue competing. As the play progressed, the author felt that with these poor results and lack of planning there was no point in engaging a Board of Directors. One firm, however, seemed to have done a better job than other firms and its results are presented in Table 1. Due to lack of planning, this firm had financial deficit in the third month and this had to be adjusted to zero. It is apparent that this firm will have production problems in month seven since by month 6 they had no raw materials on order and no balance of finished goods or raw materials. Looking at the stock-out quantities it is apparent that this firm still has not become aware of factors that generate demand and as such she cannot make effective production decisions.

TABLE I

END OF MONTH RESULTS OF A PARTICIPATING FIRM

	UNIT	M O N T H S					
		1	2	3	4	5	6
Cash Balance	SHS	15654	41881	0	33535	64116	30125
Outstanding Accounts Receivables	SHS	109890	130120	125,000	139706	181569	0
Outstanding Accounts Payables	SHS	0	225,000	0	0	0	0
Balance of Raw Materials	UNITS	1500	28,000	21750	14150	6483	0
Balance of Finished Goods	UNITS	3006	0	0	1007	0	0
Total Goods Demanded	UNITS	6400	7442	7069	6593	9672	7506
Total Goods Sold	UNITS	6400	6506	6250	6593	8674	6483
Stockouts	UNITS	0	936	819	0	998	1123

3.0. - Comments of the Participants:

After the six-month period the author organised a meeting with participants during which he revealed the mathematical relationships in the game. He told participants that three mathematical models were employed; the production model, the demand model and the market share model. Detailed explanations of these models were presented in Chapter 4 of this thesis. The comments of the participants were directed to the areas of; Orientation to Case, Organisation for decision making and educational value of the exercise.

3.1. - Orientation to Case:

The participants said that the time provided for orientation to the case was inadequate and besides the exercise was scheduled at a time when they had pressure of work from other areas and so they could not devote much time to digesting facts in the case.

3.2. - Organisation for Decision Making:

The participants confessed that due to pressure of work they could not lay down the goals of their firms or prepare plans, budgets and forecasts before decision making. They agreed with the author that had they done this their results would have been much better. Asked about assignment of functional roles to members of their teams, the participants said they would not do this because the sizes of their

firms were too small. The participants stated that there were some people who could not be motivated to take part in the decision-making.

3.3. - Educational Value of the Exercise:

The participants admitted that they were not emotionally involved in the decision-making exercise, the reason being that the exercise did not form part of their course. There was no system for penalizing the participants who had poor results or for rewarding the ones with good results. The participants were, however, generally agreed that the exercise could be a useful learning experience for students of business studies. As one participant said:

"This exercise exposes one to forces that shape business decisions. One makes decisions in one aspect of the business organisation with regard to the impact of such decisions on other aspects of the organisation."

Some participants were of the opinion that the exercise could be a useful one to final year undergraduate business class in that it gives the students a chance to experience the inter-relatedness between functional areas of the business organisation.

4.0. - Recommendations for Better Results:

The author recommends that for better results in SIGMEA, the following points, that have already been raised either in the participants' manual or the administrator's manual, be re-emphasized or considered seriously:

- 1) The participants need adequate orientation to the Business Game before play. They should be told about the origins of business games and their educational value during the orientation period. The participants must then be given adequate time to read the case and become familiar with factors in the case. The Administrator must emphasize out important points in the case like; lead times in raw materials acquisition, discounts on accounts payables and receivables, seasonal effects on demand.
- 2) The Administrator must emphasize to the participants the need for assigning functional roles to their members. He should encourage the participants to lay down goals, policies and strategies and to make use of worksheets provided in their manual. It is important for the Administrator to get the participants to submit to their Board of Directors copies of their goals, policies, strategies, plans and forecasts during the first month of operation.
- 3) The Administrator must emphasize to the participants the need for filling the decision forms correctly. Since there is no error-detecting subroutine in the program, the administrator must check the decision forms carefully before cards are punched.

- 4) The Administrator should explain to the participants what the results printout contains.
- 5) The Administrator should code history data before punching the history deck. The coding sheet should be used.

Summary:

This chapter looked at the organisation for testing SIGMEA. It next presented the observation and experience of the test-run. The chapter pointed out that the participants got poor results because they were not actively and emotionally involved in the exercise. The chapter presented the comments of the participants about the game and the fact that the participants were generally agreed that the exercise can be a useful learning experience. From the observation and experience of the author and the comments from the participants the chapter closed by presenting a list of recommendations that ought to be observed for better results.

CHAPTER 7

Introduction:

This chapter first presents a summary of the thesis, and it next presents conclusions drawn from the thesis. The chapter closes by outlining areas in the thesis that need further research and study.

1.0. - Summary of Thesis:

This thesis dealt with the design of a business simulation game in the East African environment. The thesis opened by arguing that the present rapid technological development the world over needs a new style of management. The thesis looked at the common methods of management education and argued that these methods are inadequate in meeting the objectives of the needed management education. The thesis presented Business Games as a relevant educational method in this era. The thesis then presented the origins and historical background of business games. The differences in present-day Business Games were stated to be due to the following features; Orientation, Interaction, Inclusion of chance elements, Methods of Calculating Results and Participants Structure. The thesis designed a Business simulation game by conducting interviews with practising managers, and building three mathematical models; production model, demand model and market share model. A computer program was written in Fortran IV language to compute the results. The thesis presented three annexes; the

Administrator's manual, the participants manual and the Board of Directors' manual, which indicates the roles these people play in the Business Simulation Game. The thesis then presented the test-run of the business game with a group of participants. The general comment from the participants was that although they were not actively involved in the exercise, the game could provide a useful learning experience for students of business studies.

2.0. - Conclusion:

There is no empirical evidence from the thesis that Business Games are the most effective management education methods. Like all other management education methods Business Games have their limitations. It can be said that SIGMEA is a relevant management education method in East Africa having been designed using local material. This thesis concludes that for better results in management education Business Games should be included in the curriculum of all institutions offering management education alongside other common methods.

3.0. - Areas for Further Research and Study:

The author identifies three areas that need further research and study; mathematical relationships in the Game, Computer Program, and Educational Relevance of SIGMEA.

3.1. - Mathematical Relationships in SIGMEA

The author was unable to make modifications on the mathematical relationships in SIGMEA after the test run because by then not enough relevant data had been collected and besides the participants were not actively involved in the exercise and so their results could have been unreliable. The areas that need further research and study are; Production Model and Demand Model.

3.11. - Production Model:

In SIGMEA production is a function of labor and maintenance expenditures. The maximum output obtainable by a mix of labor and plant maintenance is 5,000 units. The model assumes a linear relationship between the inputs and outputs. A more realistic production function could be designed using labor and capital as inputs, and such a model could be designed along the lines of Cobb-Douglas production function.

$$Y = AK^a N^{1-a}$$

A- rate of capital change

a -elasticity of output with respect to change in capital stock.

K -Capital, N-labor, Y-Output.

This production function is subject to the law of diminishing returns as is the case in the real world and the function is a homogenous function of degree one. If this change is incorporated in SIGMEA, then the case would have to be remodified especially in the area of capital investment. If this change is not considered feasible then data should be collected to determine the sensitivity of production to labor and maintenance decisions. This sensitivity can be improved by changing the parameter in the production model.

3.12 - Demand Model:

SIGMEA currently has two classes of demand; demand due to price decisions and demand due to promotion decisions.

1) Demand due to Price Decisions:

SIGMEA assumes that the firms are marketing a "normal" good and so the demand for the good declines as the price of the good rises. Improvement on this model could be on the basis of gathering price decisions of both firms, calculating a price adjustment factor using the formula shown in Chapter 4 of this thesis and plotting price adjustment Vs average to determine the sensitivity of demand to price decisions. A change in the parameters will change the sensitivity of demand to price decisions to yield desired results.

2) Demand Due to Promotion Decisions:

SIGMEA currently assumes this demand to be a function of promotional expenditures and sales representatives and the relationship is assumed linear. One of the changes could be to include sales offices and sales agents in the demand function. Another modification could be to design a model that depicts exponential relationship between promotional expenditure and demand as this would approximate more closely to reality. If these improvements are not considered feasible a test of the sensitivity of demand to promotion decisions could be carried out and the parameters changed so that the model yields desired results.

3.2. - Computer Program:

The computer program should be improved on in the following areas; error-detection subroutines, timing of variables, and history punching.

3.21 - Error Detection Subroutines:

The present program lacks subroutines to check for errors on the decisions forms and subsequently the administrator must check for these errors before the cards are punched. The error-detection subroutines should be designed to check for; errors on firm number entry, month of operation entry and entries that exceed the maximum allowable space. The program does check for a price of zero in each region.

3.22 - Timing of variables

The source program has problems of timing on certain variables; it is mentioned in the case that the lead times for raw material acquisition is three months, loans extended to participants should be recovered prior to the loan expiry date, the participants should train sales representatives in the head office for one month before assignment, the present factory must be replaced in two years time and when this is done payment for the factory is over a six-month period as indicated in the Participants Manual chapter 5. The current source program does not allow for these facts mentioned and so improvement on the program should be in these areas.

3.23 - History Punching:

Currently history data is coded from the results printout and then history deck prepared. It should be possible for history data to go on tape from where it can be read when demanded.

3.3. - Educational Relevance of SIGMEA:

There is no evidence from the thesis that SIGMEA teaches the participants what it set out to. One of the dangers of Business Games was stated in chapter 2 of the thesis as giving the participants a wrong impression about a business situation. Research could be done to determine

SIGMEA is a victim of this danger, and if it is, how this impression can be corrected.

3.4. - Summary:

This chapter presented a summary of the thesis. It next presented conclusions that could be drawn from the thesis and the major conclusion is that Business Games ought to supplement other management education methods. The chapter closed by outlining areas for further research and study. These areas are; mathematical relationships in SIGMEA, computer program and educational reference of SIGMEA.

3.5 - Notes

1. For detailed explanation on Cobb-Douglas Production function see, T.T. Dernberg and D.M. McDougall

"Macroeconomics: The measurement, analysis and control of Aggregate economic Activity"

McGraw Hill Book Company New York (1968) p.284-285.

A P P E N D I X A

QUESTIONS TO PRACTICING MANAGERS

1. FINANCING:

Government Loans:

- (i) What are the interest rates?
- (ii) What are the repayment terms?

2. BANK OVERDRAFT:

- (i) What are the interest rates?
- (ii) What are the repayment terms?
- (iii) What security should be pledged?

3. INVESTMENTS:

- (a) What are the terms for investing excess cash?
 - i) Interest rates?
 - ii) Collection period?

4. DIVIDENDS:

- (i) When are dividends normally declared and paid?

MARKETING AND DISTRIBUTION

1. FOREIGN MARKETS:

- (i) What are the problems one is likely to meet in the foreign markets of Tanzania and Uganda?

2. AGENTS:

- (i) What are the commission rates for engaging agents?
- (ii) On what terms can sales representatives be hired?
- (iii) How about the establishment of a sales office?

3. DISTRIBUTION COSTS:

- (i) What are the increases in patterns of distribution costs as from Nairobi?
4. How easy is it for the company to lobby the government to impose import restrictions?

PRODUCTION

1. (i) What are the possibilities of operating more than one shift?
- (ii) What is the efficiency of such shifts?
2. What are the possibilities of working overtime?
3. Do you think that the proposal for payment of new factory is reasonable?
4. What is the likely effectiveness of expenditures on preventive maintenance and production planning and control?
5. (i) What are the lead times in raw materials acquisition?
- (ii) What are the payment terms and discount offered on raw materials?
 - (iii) What is the rate of increase in the cost of raw materials due to inflation?
6. What are the likely inventory handling and storage charges?
7. (i) What are the terms of hiring and firing labor?
- (ii) What are the labor charges per shift?
 - (iii) What are the possibilities of a walk-out strike?

A P P E N D I X B

VARIABLE NAMES

1. ACP(J,M): Production adjusted for labor constraints per firm per shift
2. ACPY(J): Accounts payable per firm
3. ACRV(J): Accounts receivables per firm
4. ADMIN(J): Administration expense per firm
5. ADP(I): Price Adjustment per region
6. AFDD(J): Total Available for Disbursement this month per firm
7. AGN(J,I): Agents per firm per region
8. ARN(J): Interest on Overdraft per firm
9. ASA(J,I): Share of demand due to price factors
10. AVM(J): Total available raw materials
11. BANK(J): Interest on Investment per firm
12. BDM(I): Basic demand per region
13. C22(J): Closing Cash Balance per firm
14. CAB(J): Opening Cash per firm
15. CAMN: Minimum Capacity Production
16. CAPEN(J): Total Capital Expenditures per firm
17. CBB(J): Closing Balance before Overdraft
18. CBOV(J): Closing Balance of Overdraft
19. CFG(J): Ending balance of finished goods
20. CHIN(J): Cash Investment per firm
21. CLIN(J): Ending balance of raw materials
22. COAD: Company adjustment
23. CONSOL(J): Consultancy minutes per firm

24. COST(J): Variable Manufacturing Cost per firm
25. DEBT(J): Accounts paid this month per firm
26. DEL(J): Accounts payable by firm next month
27. DEMD(I): Industry effective promotional expenditure per region.
28. DIFPD: Difference between Maximum and Minimum Capacity Production.
29. DIS(J): Total Disbursements per firm
30. DISC(J): Discount per firm
31. DIVD(J): Dividends Payable per firm
32. DLH(J,M): Laborers per firm per shift
33. DRAF(J): Opening balance of bank overdraft
34. EFFET(J,M): Effective maintenance expenditure per firm per shift
35. EMPLY(J): Total labor costs per firm
36. ENCR(J): Total expenditure on promotions per firm
37. EXBLD(J): Expenditure on building per firm
38. EXLD(J): Expenditure on land per firm
39. EXQPT(J): Expenditure on equipment per firm
40. FDE(J,I): Firm's effective promotional expenditure per region
41. FEZ(J): Total consultancy fees per firm
42. FGIN(J): Finished Goods Opening inventory per firm
43. FIN(J,I): Demand share per firm per region
44. FOREN(J): Cost of hiring agents in foreign regions
45. FTC(I): Factor increase in demand due to promotion
46. GOT(J): Total Production this month per firm

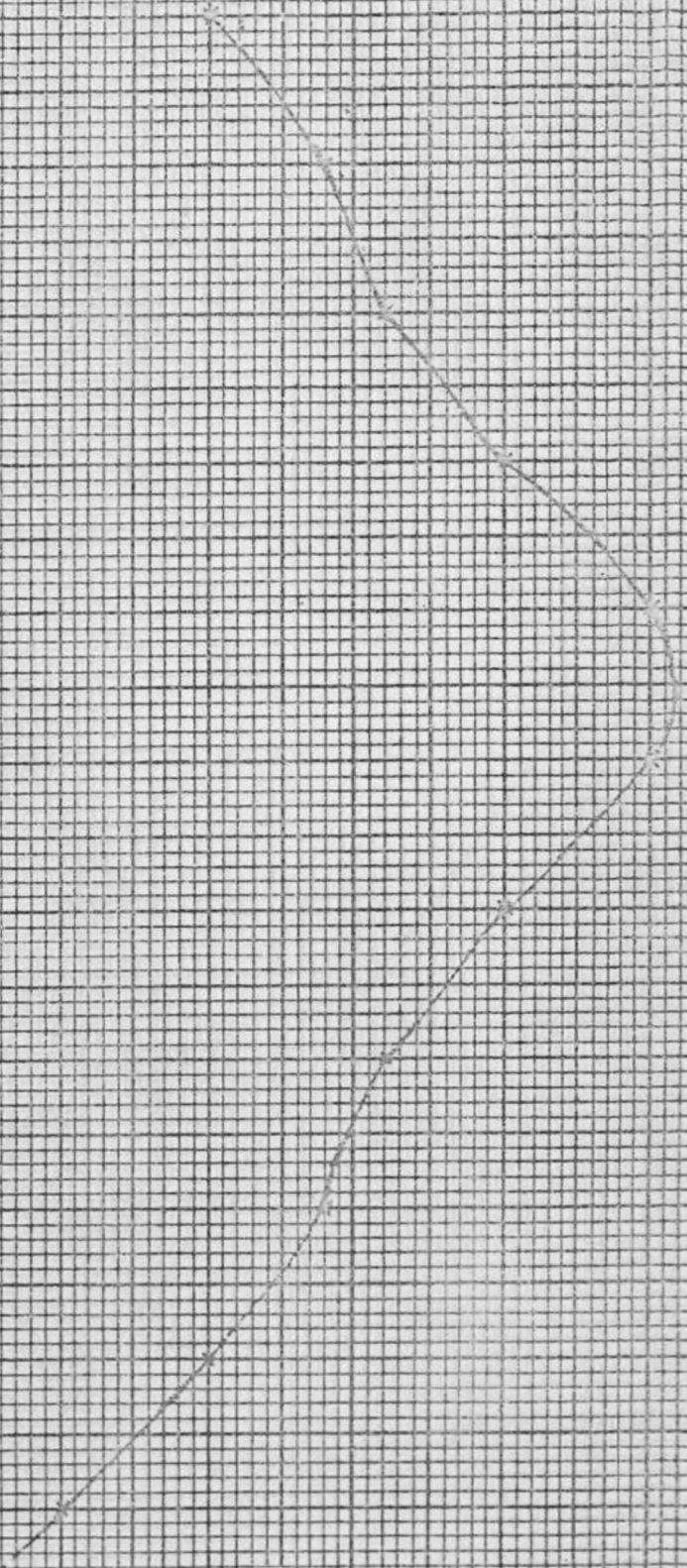
- 47. HEAD(J): Overhead Expenses per firm
- 48. ICARD: Card Number
- 49. IFIRMI: Firm Number
- 50. MONT: Month of Simulation
- 51. OD(J): Overdraft repayment per firm
- 52. OFFC(J): Cost of operating a sales office
- 53. OTEX(J): Other expenditures per firm
- 54. PAY(J): Accounts paid this month per firm
- 55. PLUS(J): Cost of maintaining sales offices per firm
in the entire area.
- 56. PMT(J): Preventive Maintenance expense per firm
- 57. PPC(J.M): Expenditure this month on preventive maintenance
per firm per shift
- 58. PR(J.I): Price charged per firm per region
- 59. PROM(J,I): Promotion Expenditure per firm per region
- 60. PUB(J): Finished Goods available for sale per firm
- 61. RCST(J): Accounts Customers settle immediately per firm
- 62. RDE(J): Raw materials delivered per firm
- 63. RDISC(J): Raw materials discount per firm
- 64. REGD(I): Demand due to industry promotional expenditure
- 65. RMA: Random Adjustment factor
- 66. RMORD(J): Raw materials ordered per firm
- 67. ROPN(J): Raw materials opening inventory
- 68. SAC(J): Total Accounts due to the firm this month
- 69. SALX(J): Commission to agents in the home market
- 70. SANT(J): Overdraft sanctioned per firm
- 70. SAP(J): Cost of hiring sales Representatives per firm
expenditure.

- 71. SEAD: Seasonal Adjustment factor
- 72. SOC(J): Stock-out cost
- 73. SOFI(J,I): Sales offices per firm per region
- 74. SOLD(J,I): Goods sold per firm per region
- 75. SPRD(J,M): Scheduled production per firm per shift
- 76. STC(J,I): Stock-out per firm per region
- 77. SWAPO(J): Cost of hiring sales representatives in foreign regions
- 78. TAMN: Maximum Capacity production
- 79. TAX(J): Income tax payable per firm
- 80. TOTPD(J): Total production on all shifts
- 81. TMY(J): Total demanded this month
- 82. TP(J,M): Maximum possible production per firm per shift
- 83. TPAD(J,M): Production after adjusting for shift efficiency per firm per shift
- 84. TPM(I): Maximum demand per region
- 85. TRANS(J): Transport expenses per firm
- 86. TREST(J): Interest on Government loan per firm
- 87. TSP(J): Total number of units sold this month
- 88. TTL(J): Total cost of hiring sales representatives
- 89. UGAN(J): Cost of maintaining sales offices in foreign regions
- 90. USA(J,I): Share of demand due to industry effective promotional expenditure
- 91. VENT(J): Cost of holding inventory per firm
- 92. WAIT(J): Accounts due next month per firm
- 93. XLM(I): Demand due to industry effective promotional expenditure.

94. XEP(J,I): Last month's expenditure on sales
representatives
95. XMD(I): Demand due to price factor after adjustments
are made
96. XPM(J,M): Last month's expenditure on preventive
maintenance
97. XPN(J,I): Last month's expenditure on promotion
98. ZUM(J): Cost of hiring agents per firm
99. ZEB(J): Total Accounts Receivables this period.
100. NØIND: Number of Industries.

10/20/67

GRIM 1075 SEMI-ANNUAL ADJUSTMENT PLANT VS. MARKET

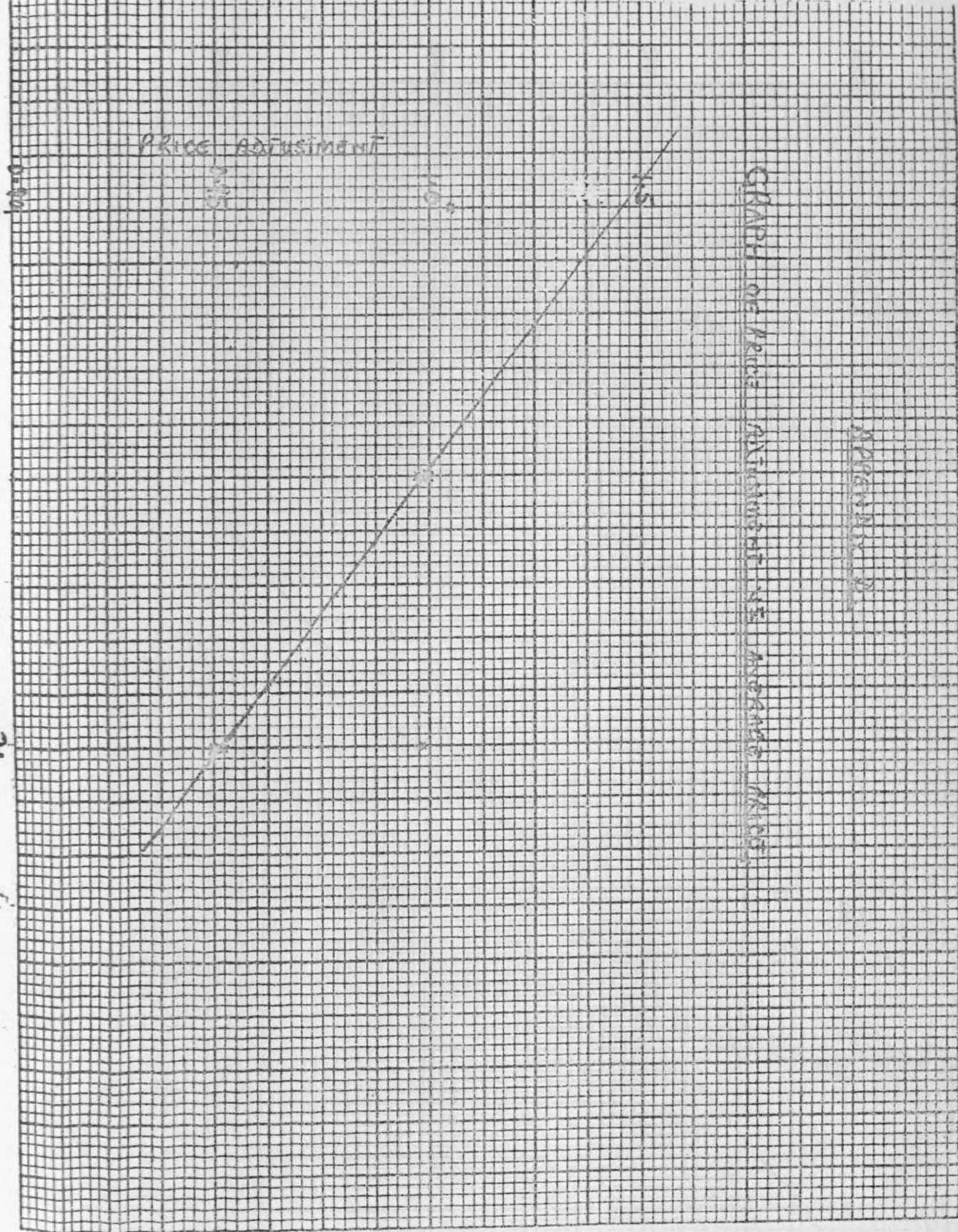


2 3 4 5 6 7 8 9 10 11 12

GRAPH 2

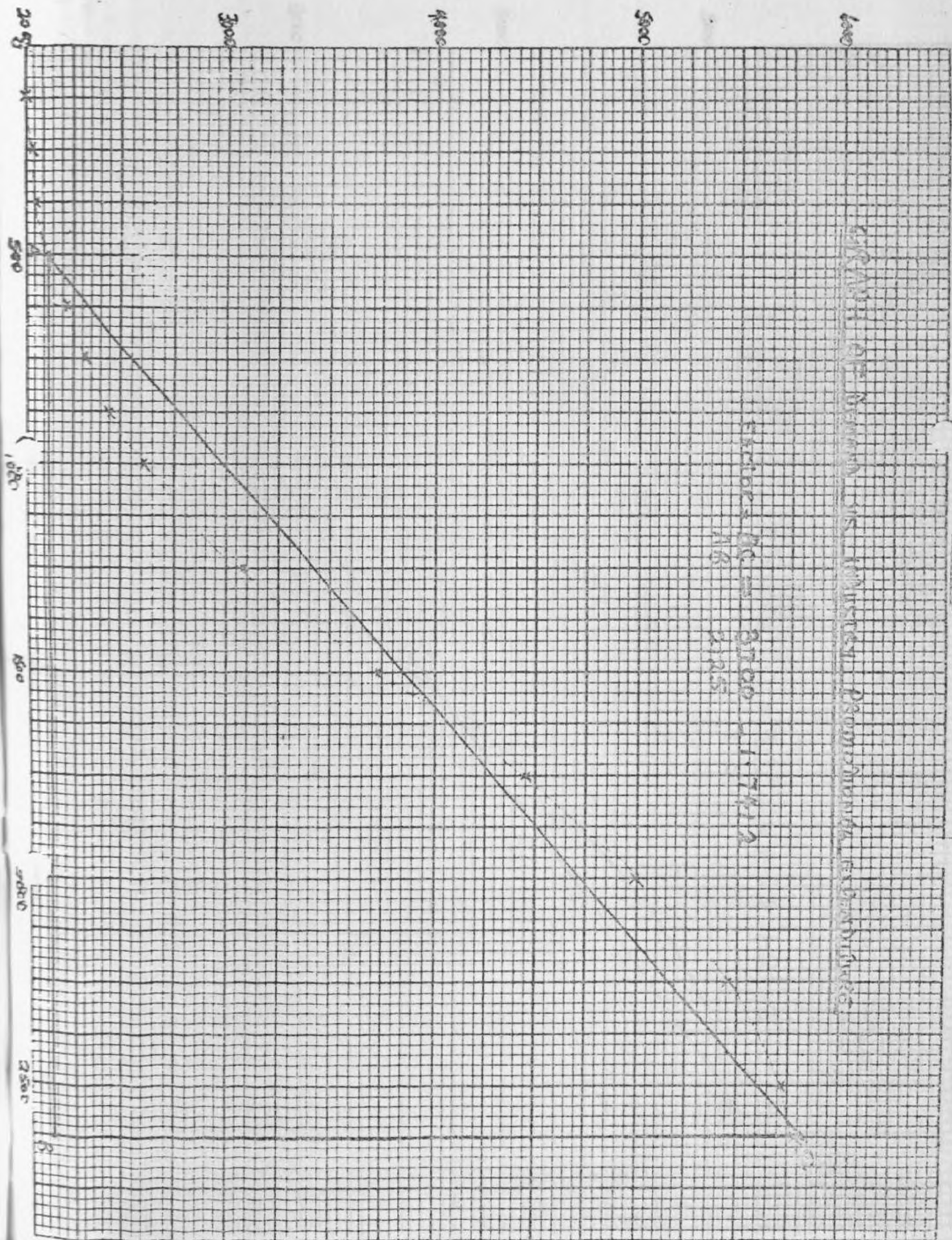
GRAPH OF PRICE ADJUSTMENT VS. AVERAGE RATE

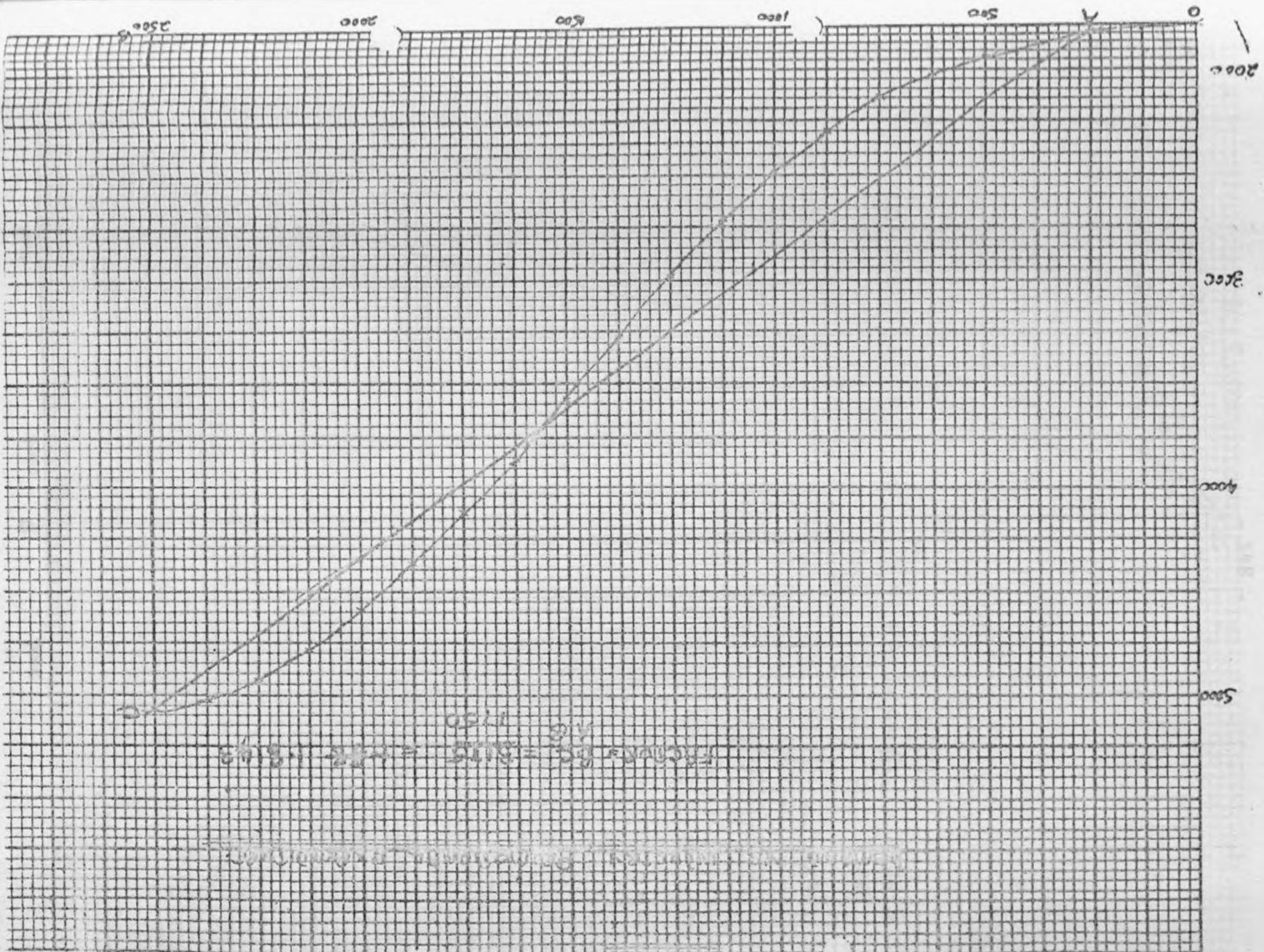
PRICE ADJUSTMENT



GRAPH OF NUMBER OF MILLIRED PROMIDIUM SPOROZOITES

INITIAL NO. = 3000
MILROB 2125





$\frac{1}{2} \times 1750 = 875$
 $875 + 1750 = 2625$
 $2625 - 1750 = 875$

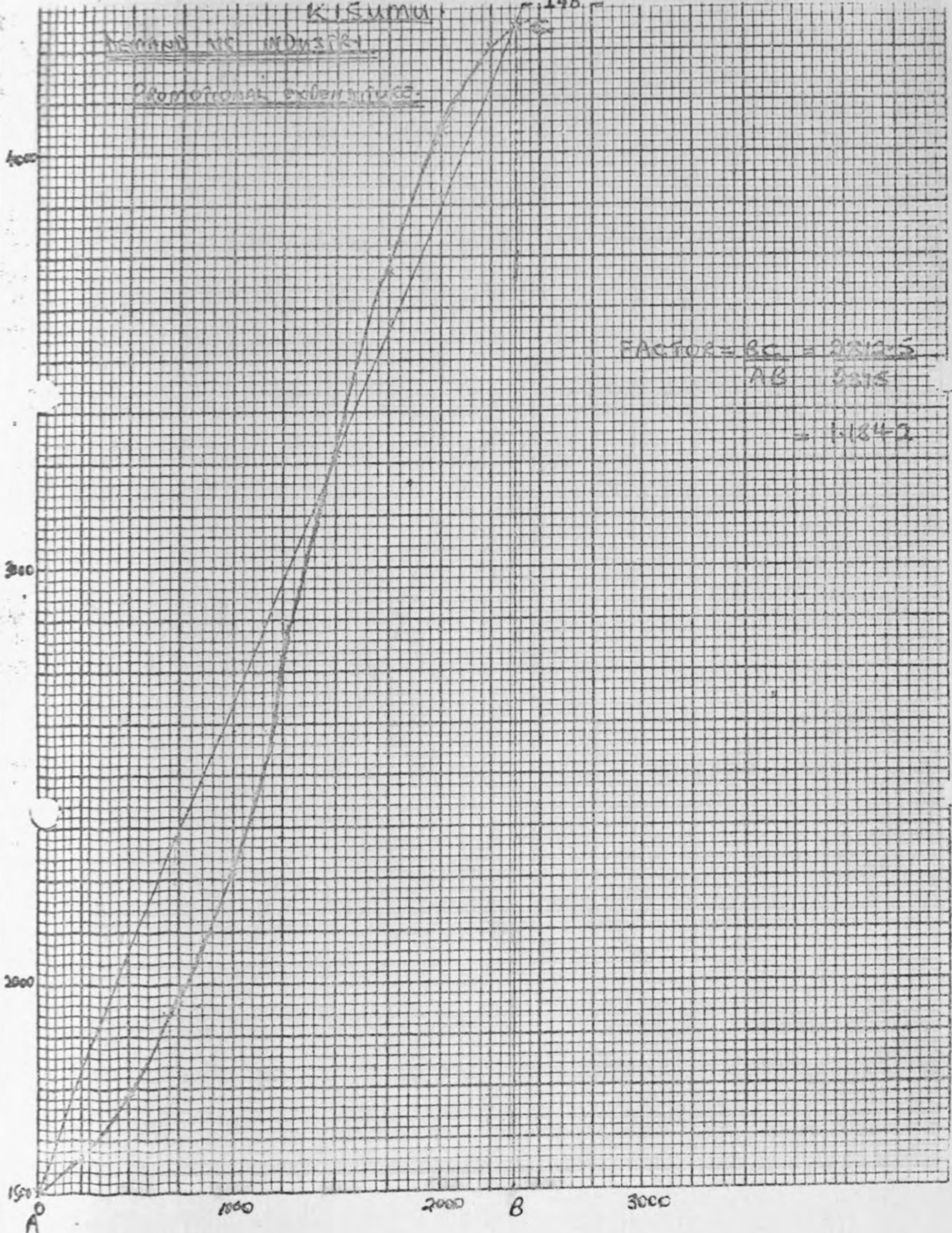
~~Handwritten text, possibly a title or description, which is mostly illegible due to blurring and orientation.~~

KISUMU

ASAMU NI INDUSRI

Promotional expenses

148



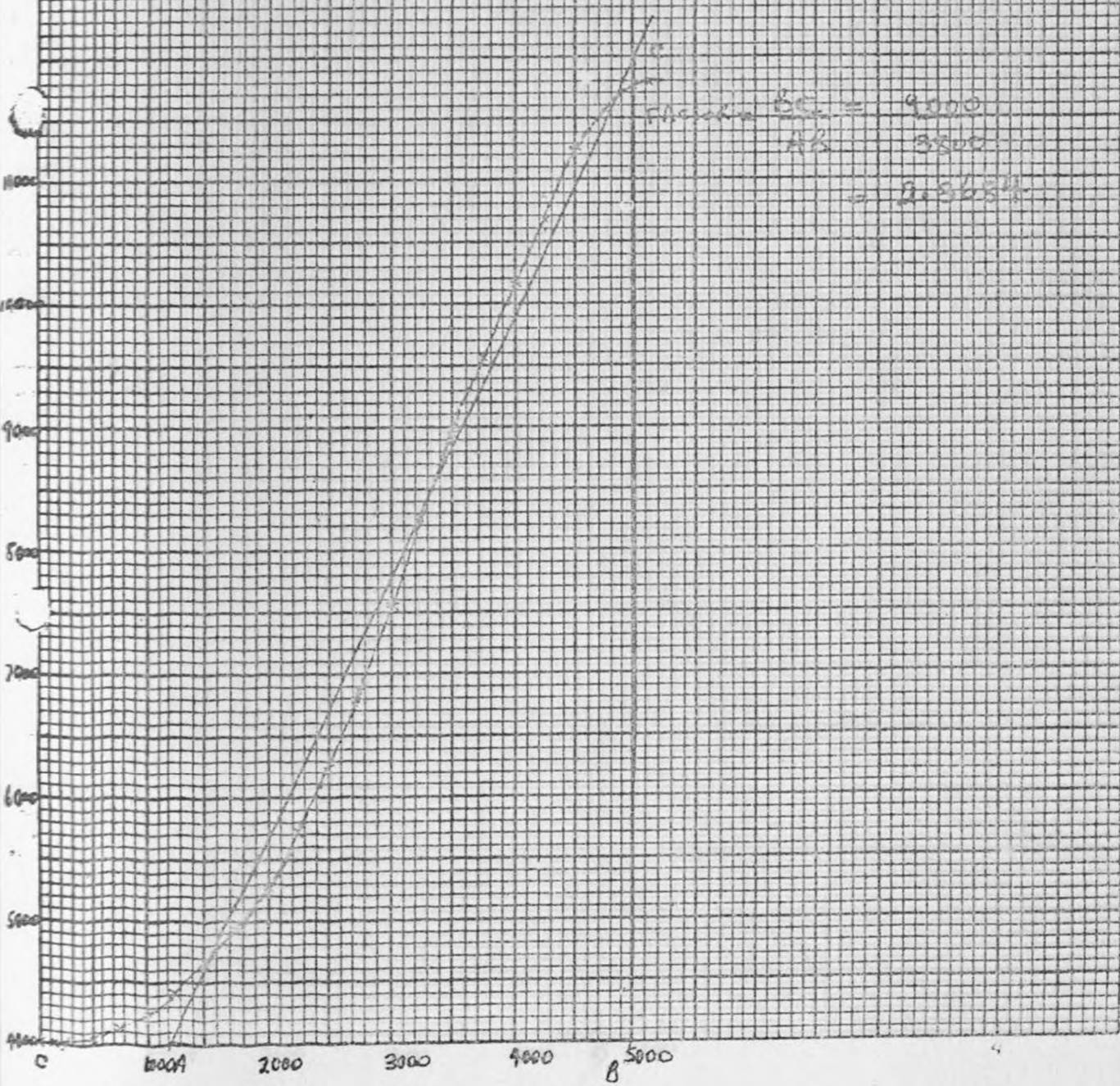
$$\text{FACTOR} = \frac{BC}{AB} = \frac{2212.5}{1815} = 1.219$$

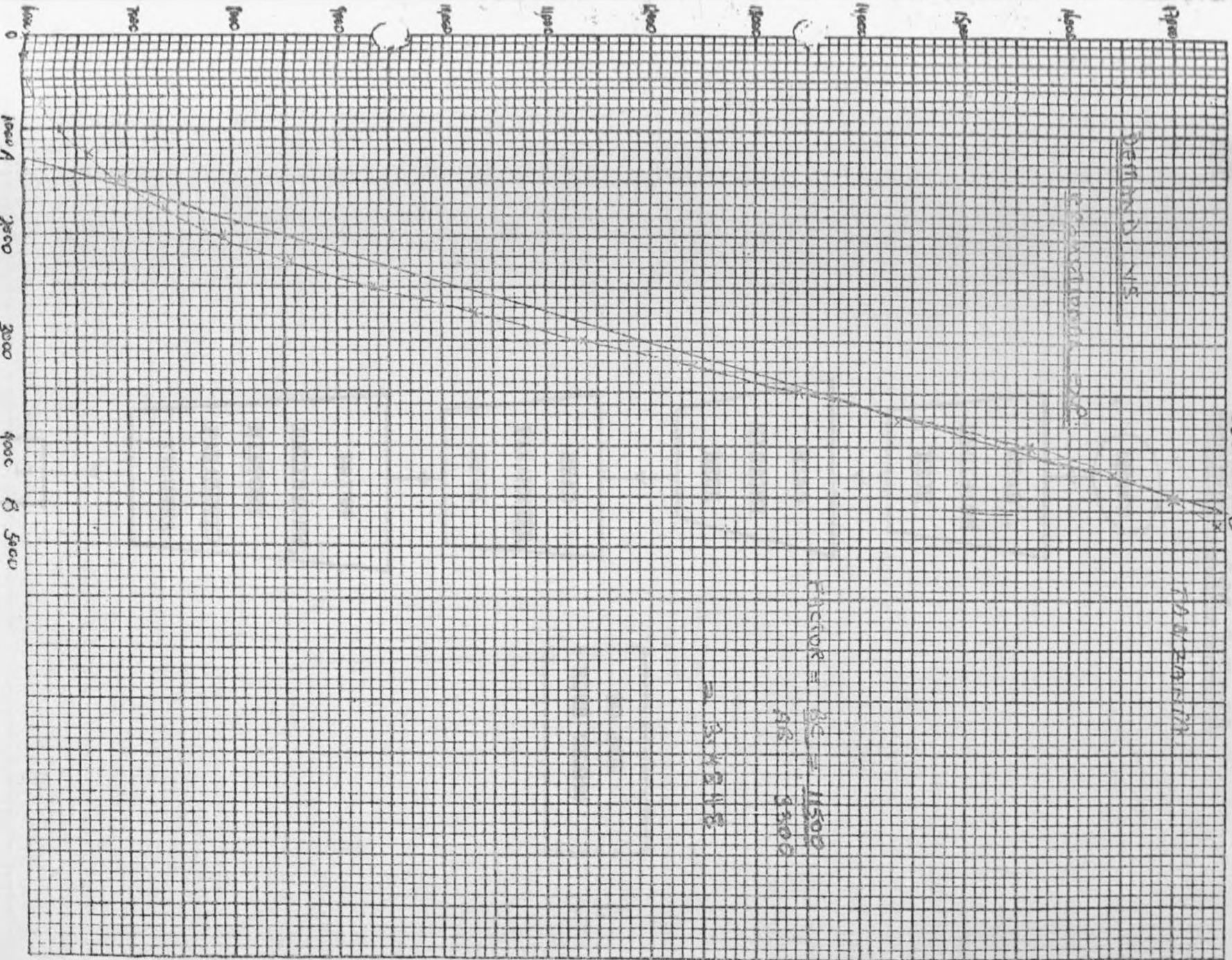
1500 2000 2500 3000

A B

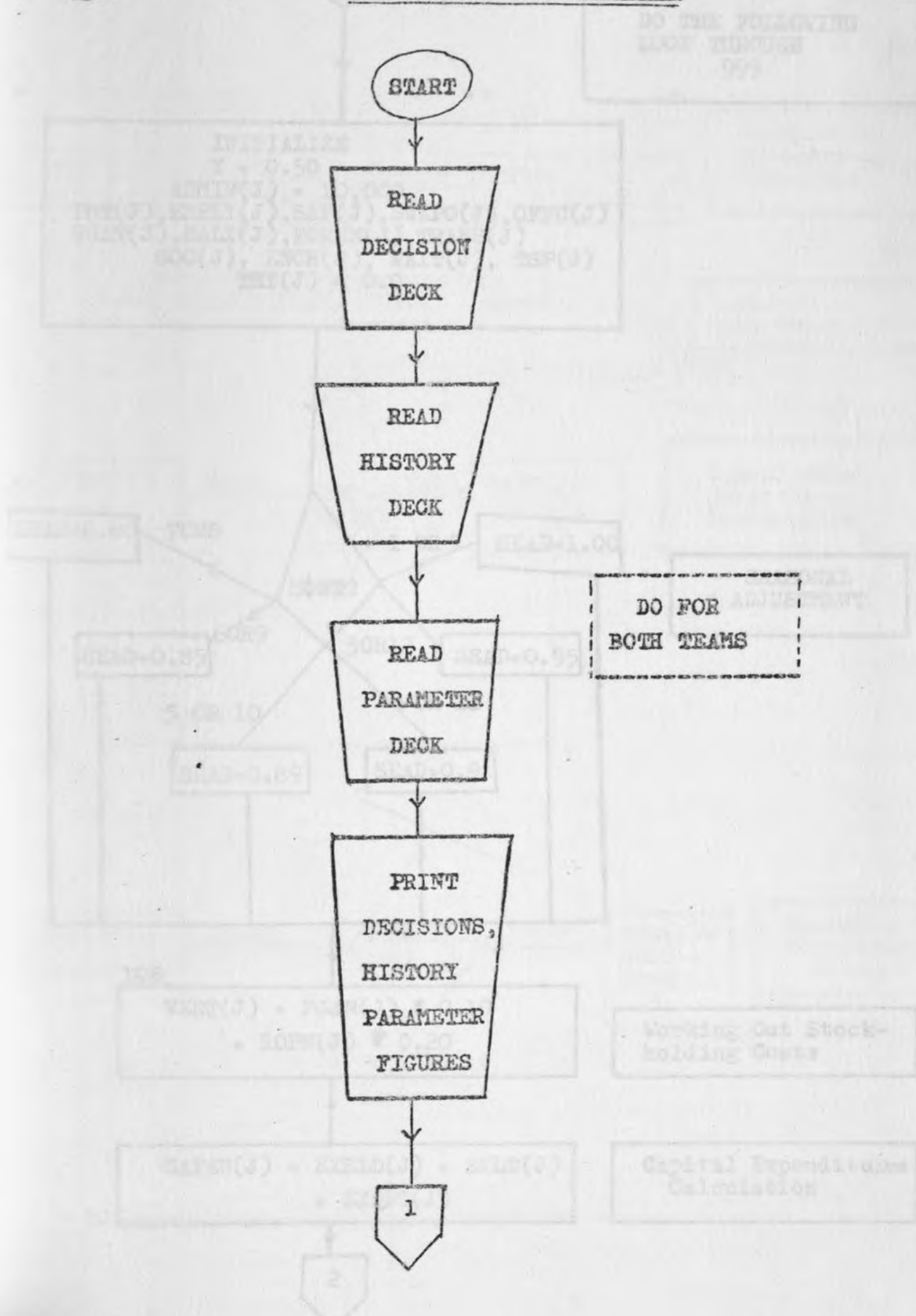
U.S. B. M. A.

Demand vs Promotional Expenditure





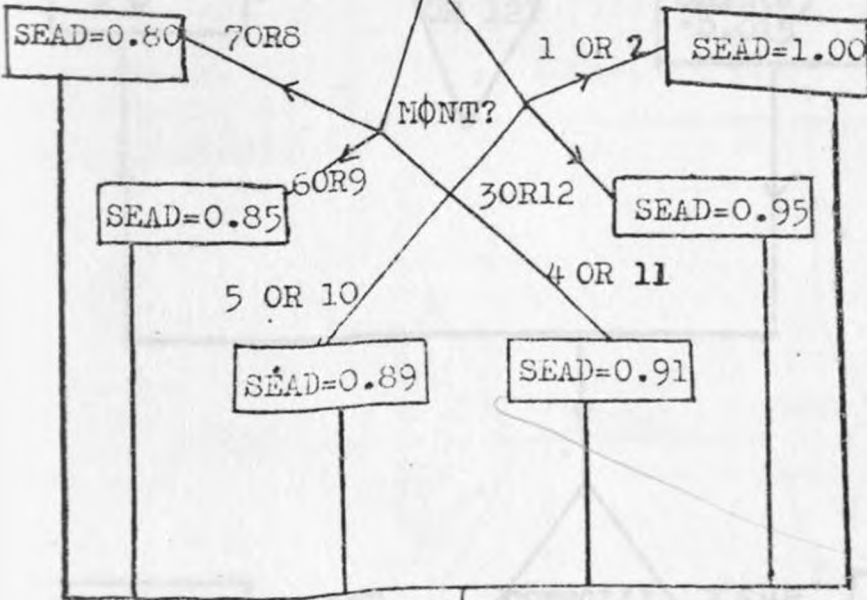
FLOWCHART FOR SIGMA.





DO THE FOLLOWING LOOP THROUGH 999

INITIALIZE
Y = 0.50
ADMIN(J) = 10,000
PMT(J), EMPLY(J), SAP(J), SWAPO(J), OFFC(J)
UGAN(J), SALX(J), FOREN(J), TRANS(J)
SOC(J), ENCR(J), WAIT(J), TSP(J)
TMY(J) = 0.0



SEASONAL ADJUSTMENT

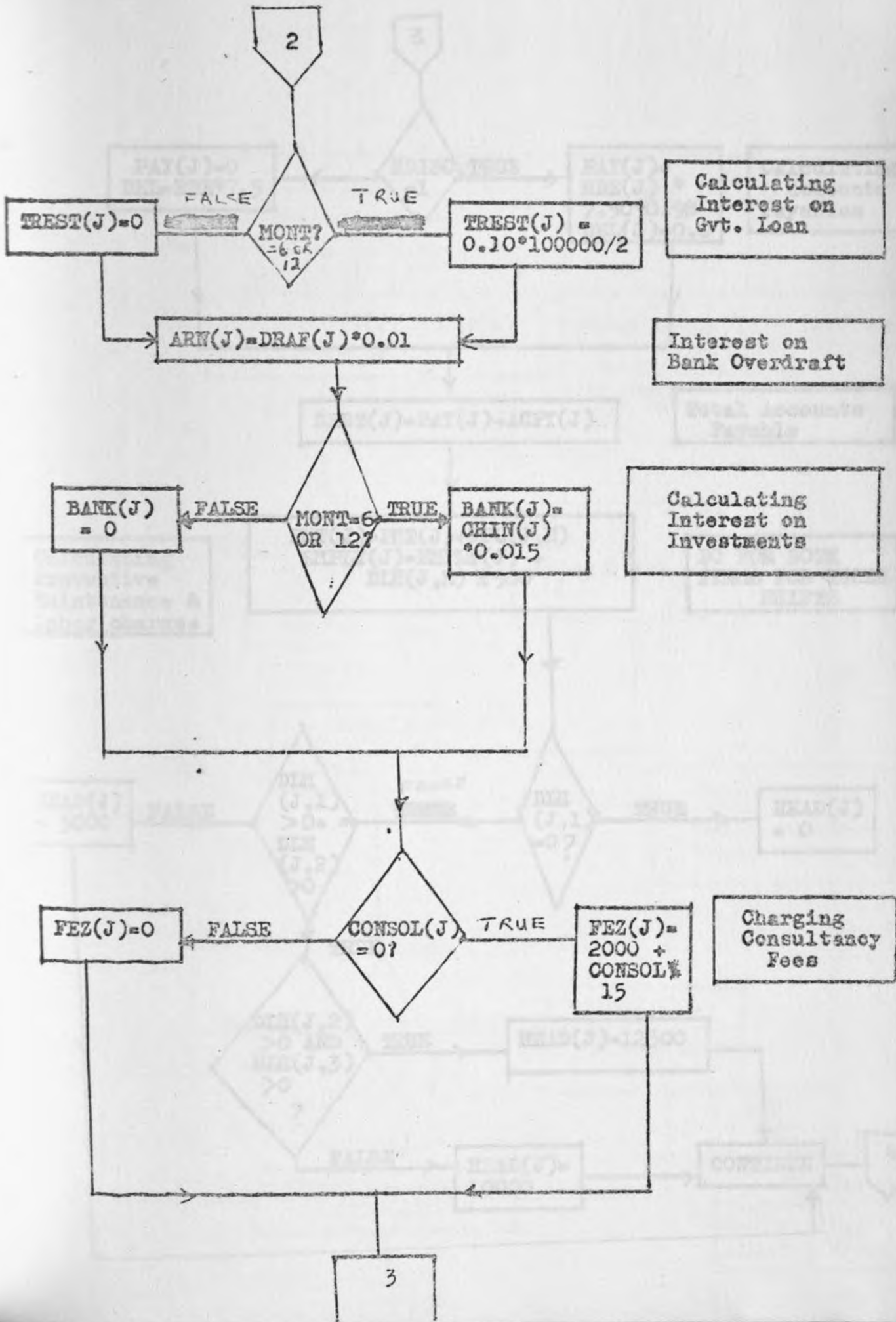
106
 $VENT(J) = FGJN(J) * 0.10 + ROPN(J) * 0.20$

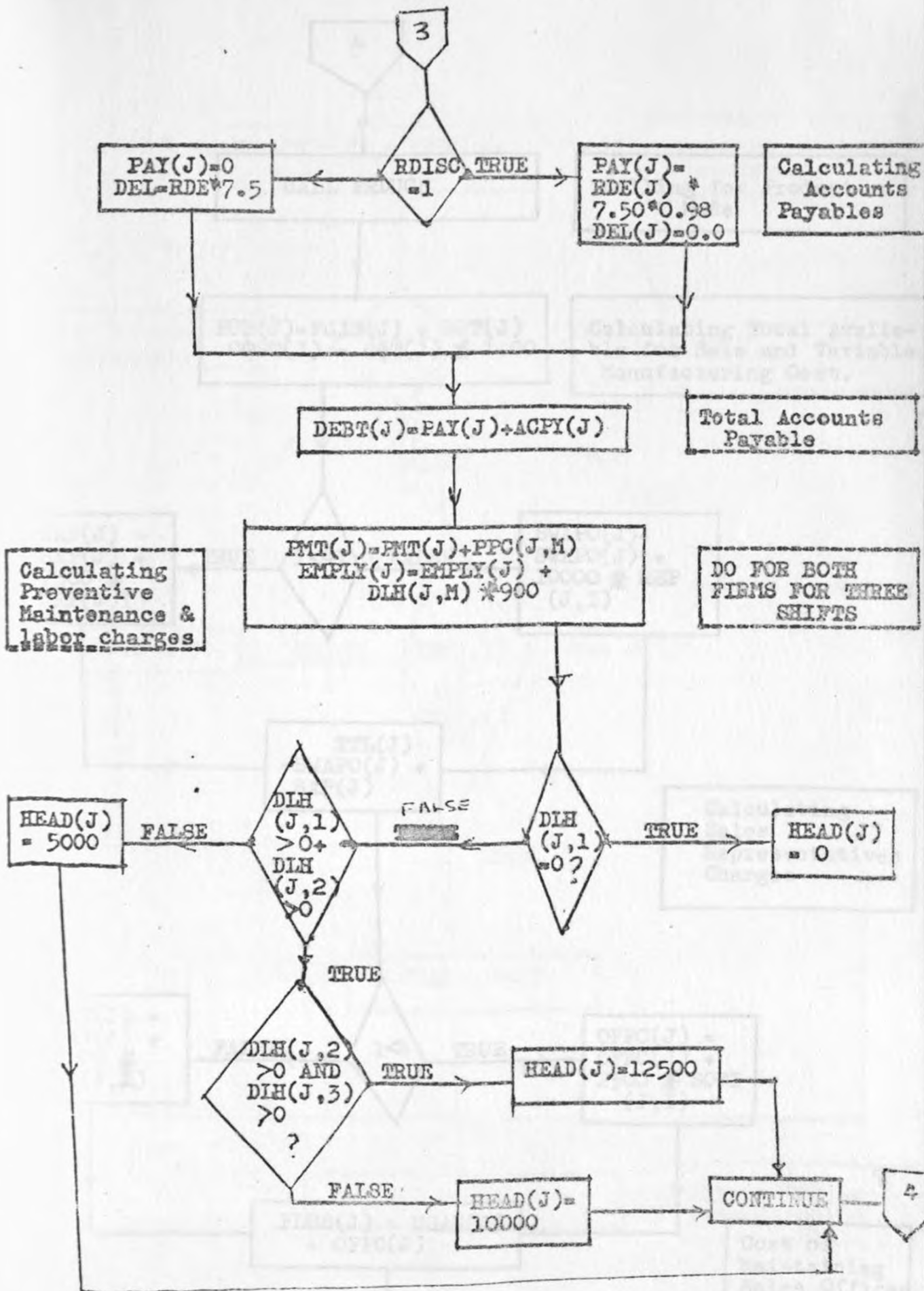
Working Out Stock-holding Costs

$CAPEX(J) = EXBLD(J) + EXLD(J) + EXQPT(J)$

Capital Expenditures Calculation







4

CALL PRDUCE

Calling for Production Made

$PUB(J) = FGIN(J) + GOT(J)$
 $COST(J) = GOT(J) * 1.00$

Calculating Total Available for Sale and Variable Manufacturing Cost.

$SAP(J) =$
 $SAP(J) +$
 $7500 * REP(J, I)$

TRUE

I < 4?

FALSE

$SWAPO(J) =$
 $SWAPO(J) +$
 $10000 * REP(J, I)$

$TTL(J) =$
 $SWAPO(J) +$
 $SAP(J)$

Calculating Sales Representatives Charges

$UGAN(J) =$
 $UGAN(J) +$
 $10000 * SOFI(J, I)$

FALSE

I < 4?

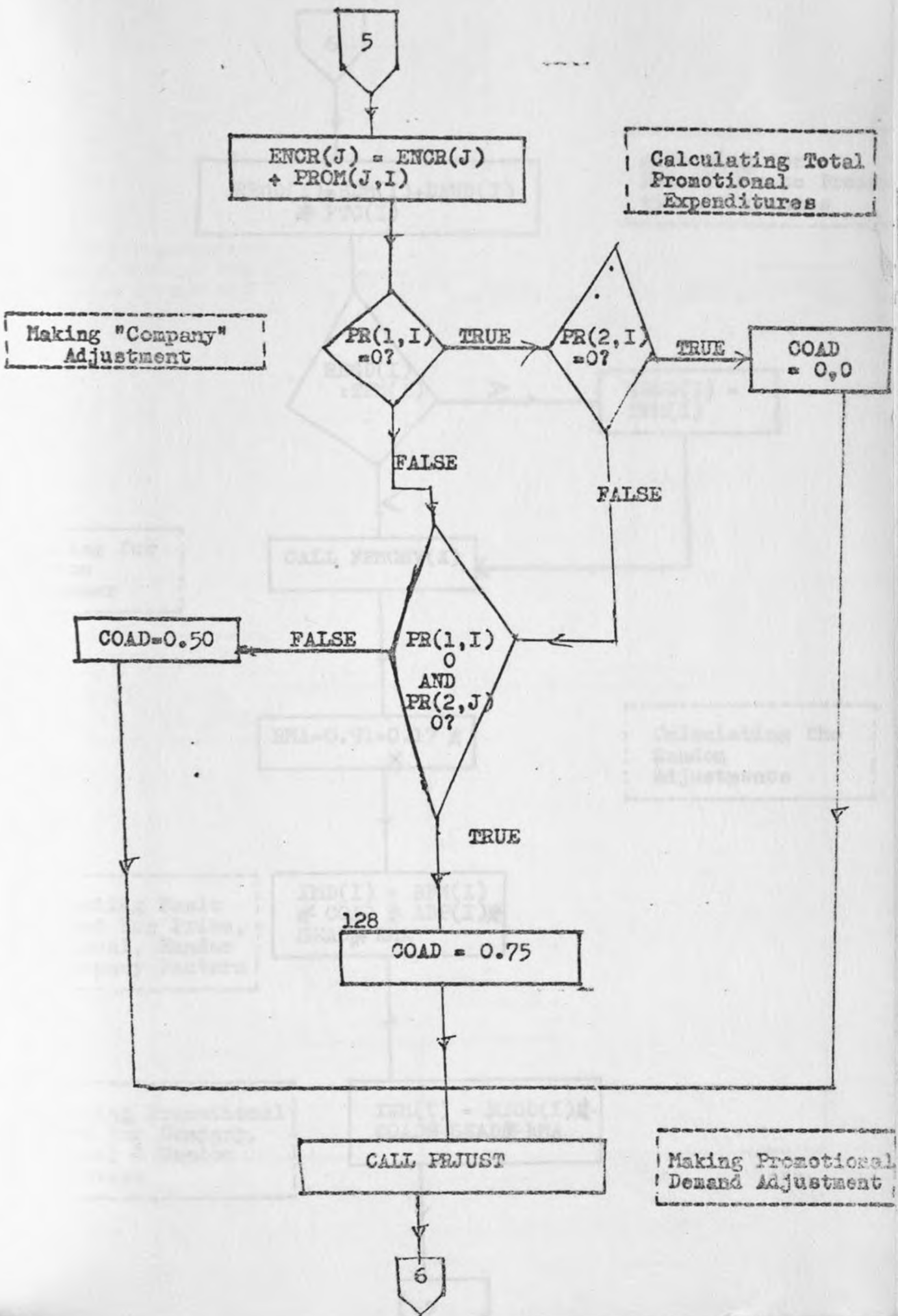
TRUE

$OFFC(J) =$
 $OFFC(J) +$
 $2500 * SOFI(J, I)$

$PLUS(J) =$
 $UGAN(J) +$
 $OFFC(J)$

Cost of Maintaining Sales Offices

5





$REGD(I) = BDM(I) + DEND(I)$
 $* FTC(I)$

Adjusting for Demand Due to Promotional Expenses



$REGD(I) = TPM(I)$

Calling for Random Number

CALL FPMCRV(X)

$RMA = 0.91 + 0.17 * X$

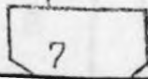
Calculating the Random Adjustments

Adjusting Basic Demand For Price, Seasonal, Random & Company Factors

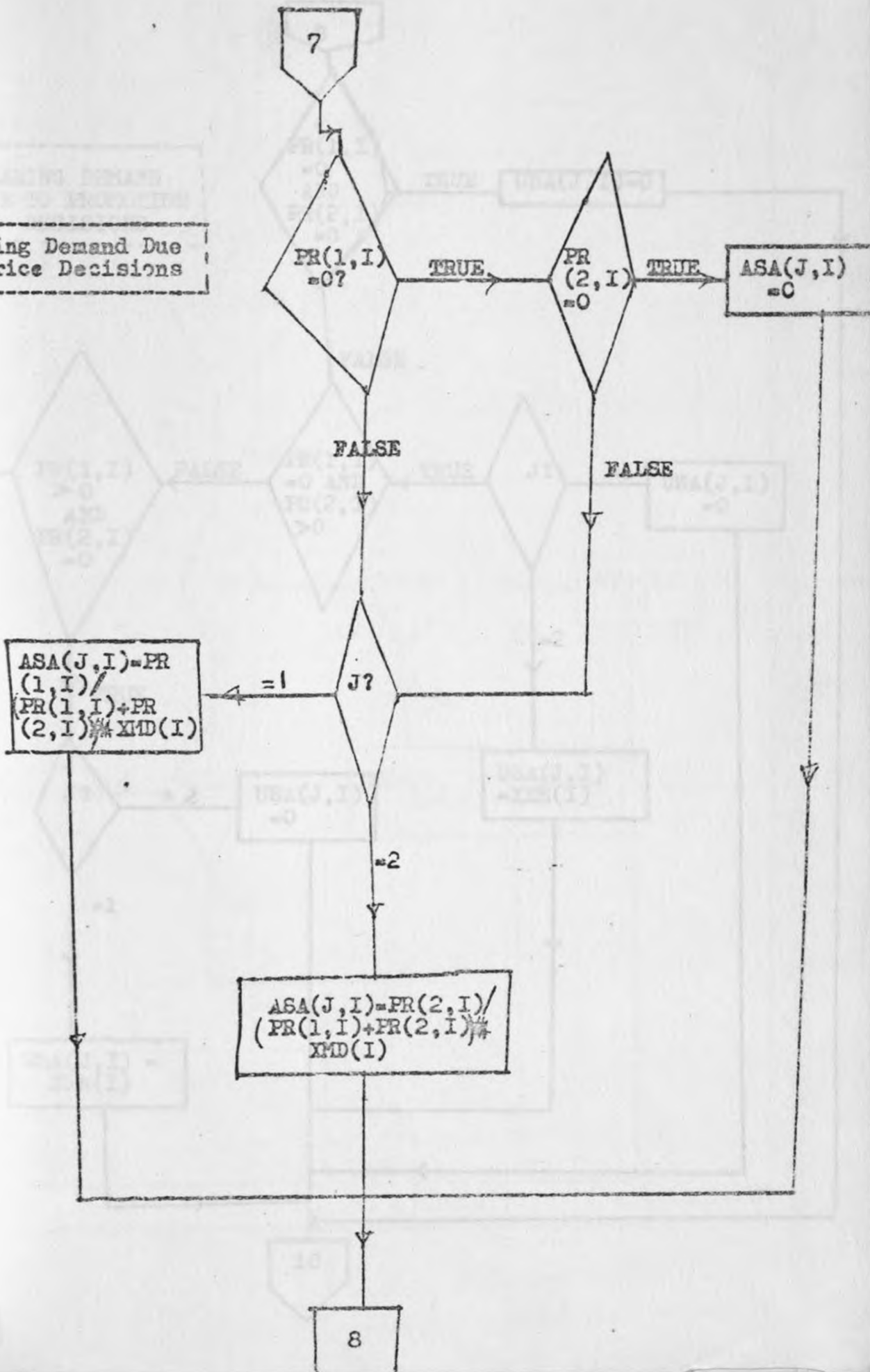
$XMD(I) = BDM(I)$
 $* COAD * ADP(I) * SEAD * RMA$

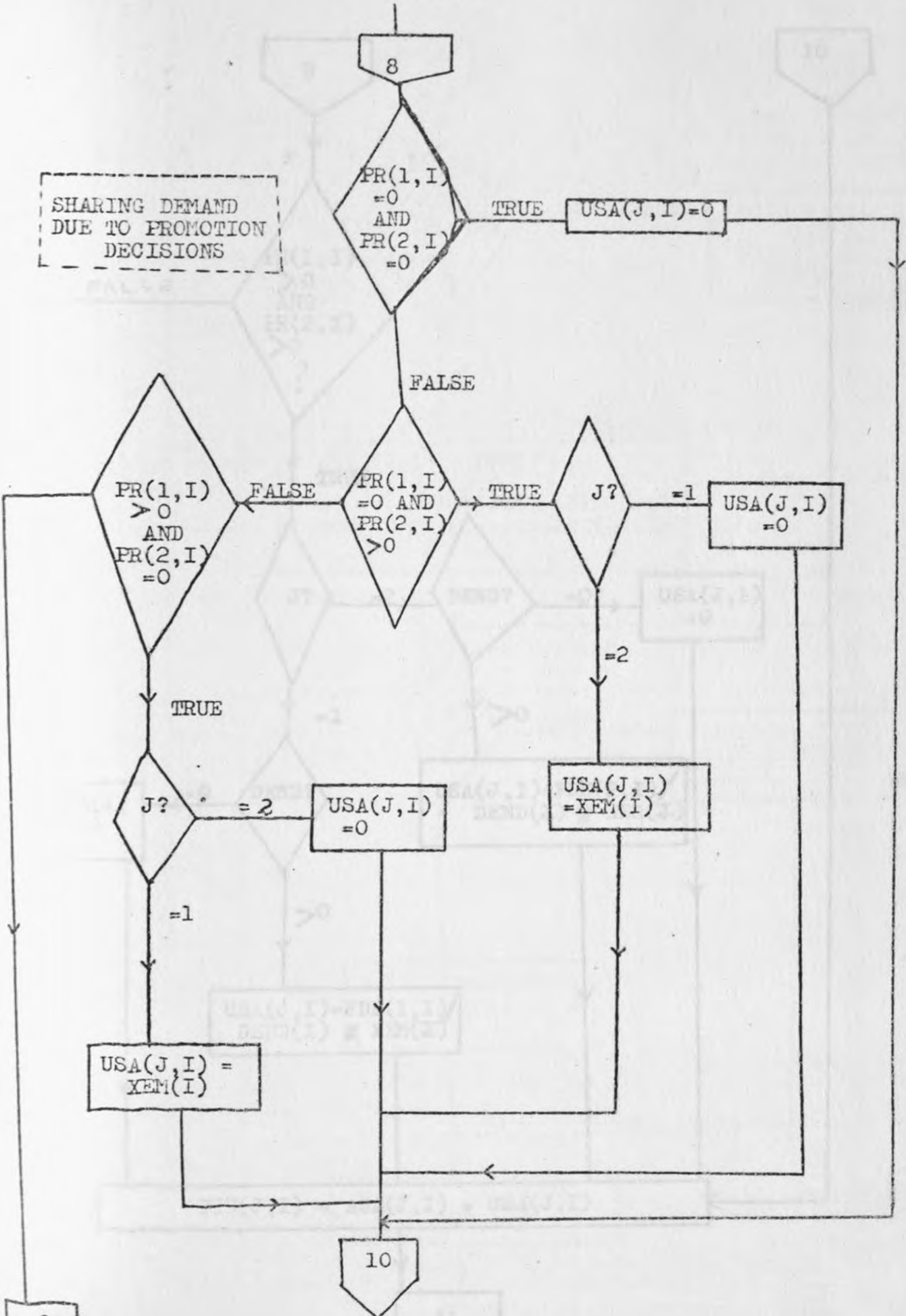
Adjusting Promotional Demand for Company, Seasonal & Random Factors

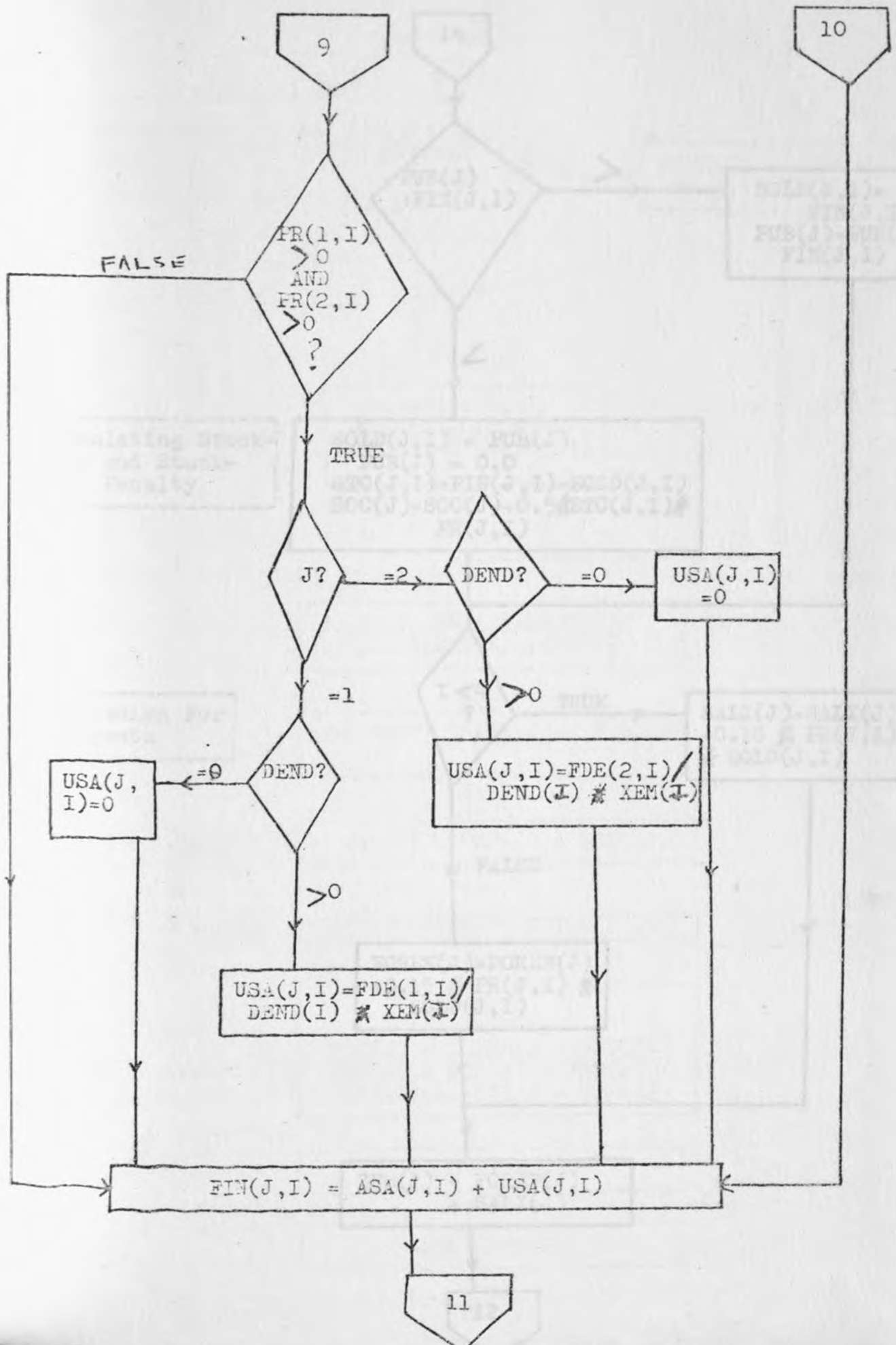
$XEM(I) = REGD(I) * COAD * SEAD * RMA$

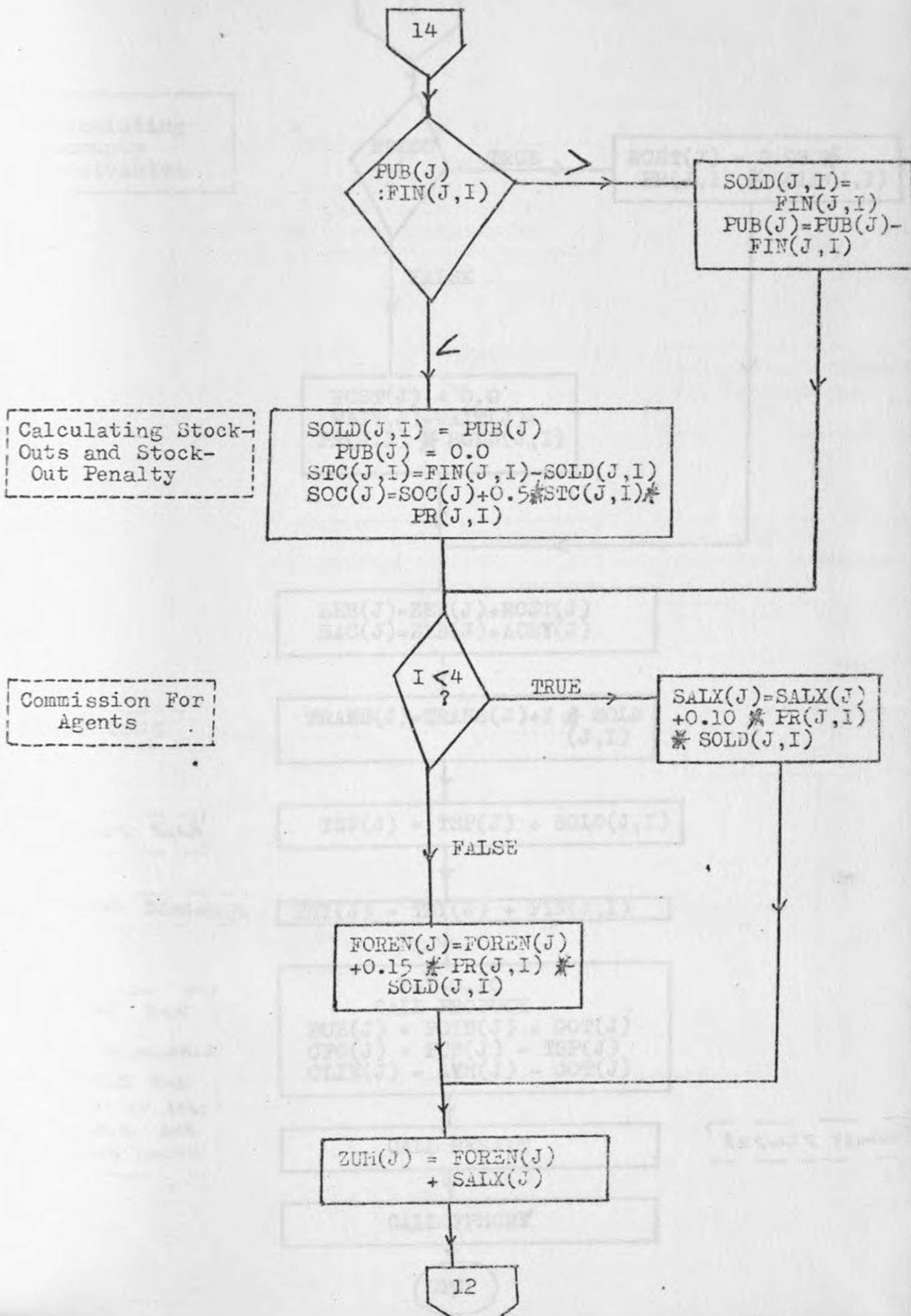


Sharing Demand Due To Price Decisions



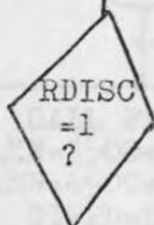






12

Calculating Accounts Receivables



RCST(J) = 0.98 * PR(J,I) * SOLD(J,I)

RCST(J) = 0.0
WAIT(J) = WAIT(J) + PR(J,I) * SOLD(J,I)

ZEB(J) = ZEB(J) + RCST(J)
SAC(J) = ZEB(J) + ACRY(J)

TRANS(J) = TRANS(J) + Y * SOLD(J,I)

TSP(J) = TSP(J) + SOLD(J,I)

TMY(J) = TMY(J) + FIN(J,I)

Y = Y + 0.10
CALL PRODUCE
PUB(J) = FGIN(J) + GOT(J)
CFG(J) = PUB(J) - TSP(J)
CLIN(J) = AVN(J) - GOT(J)

CALL RESALT

CALL FPMCRY

STOP

TRANSPRT COSTS

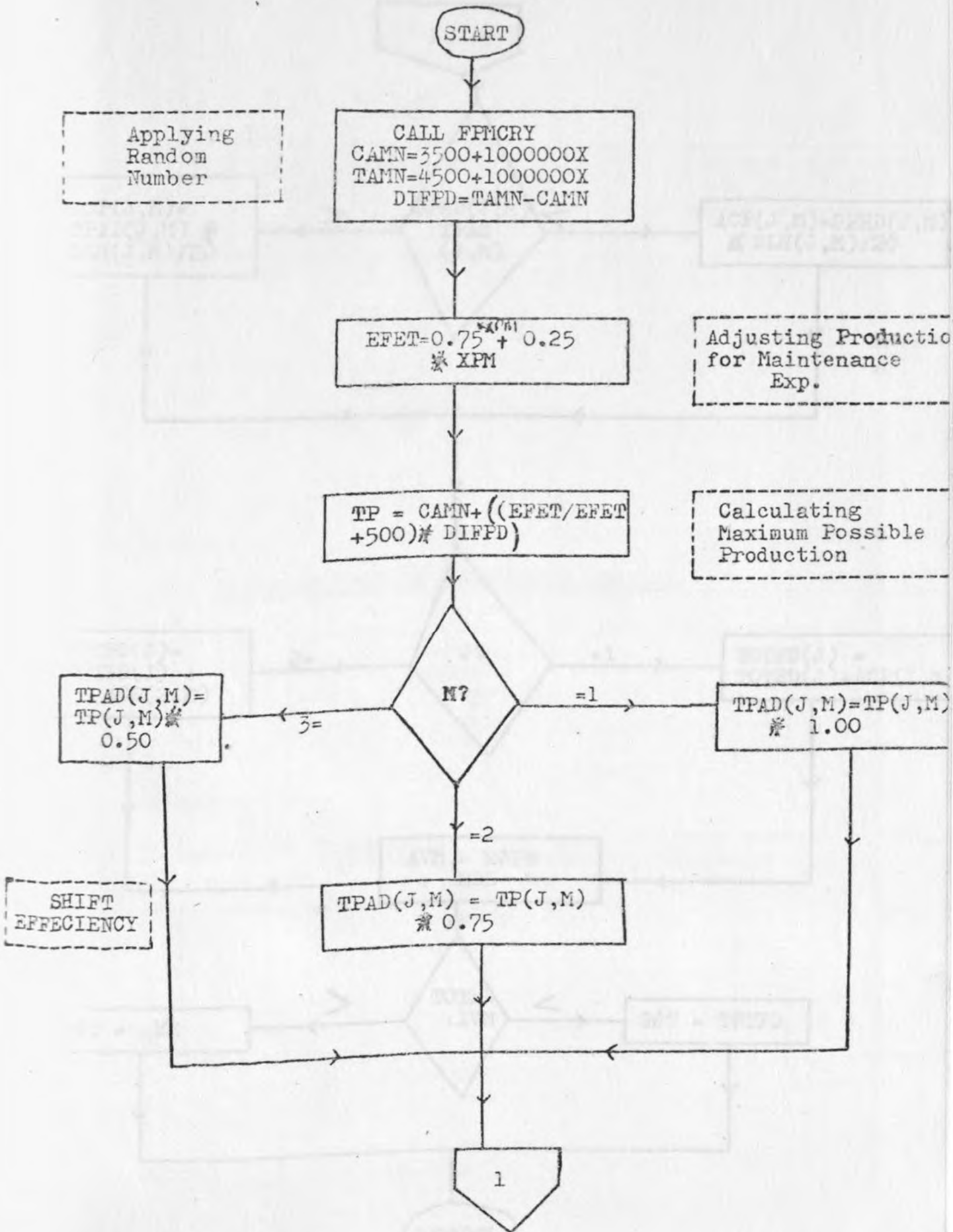
TOTAL GOODS SOLD

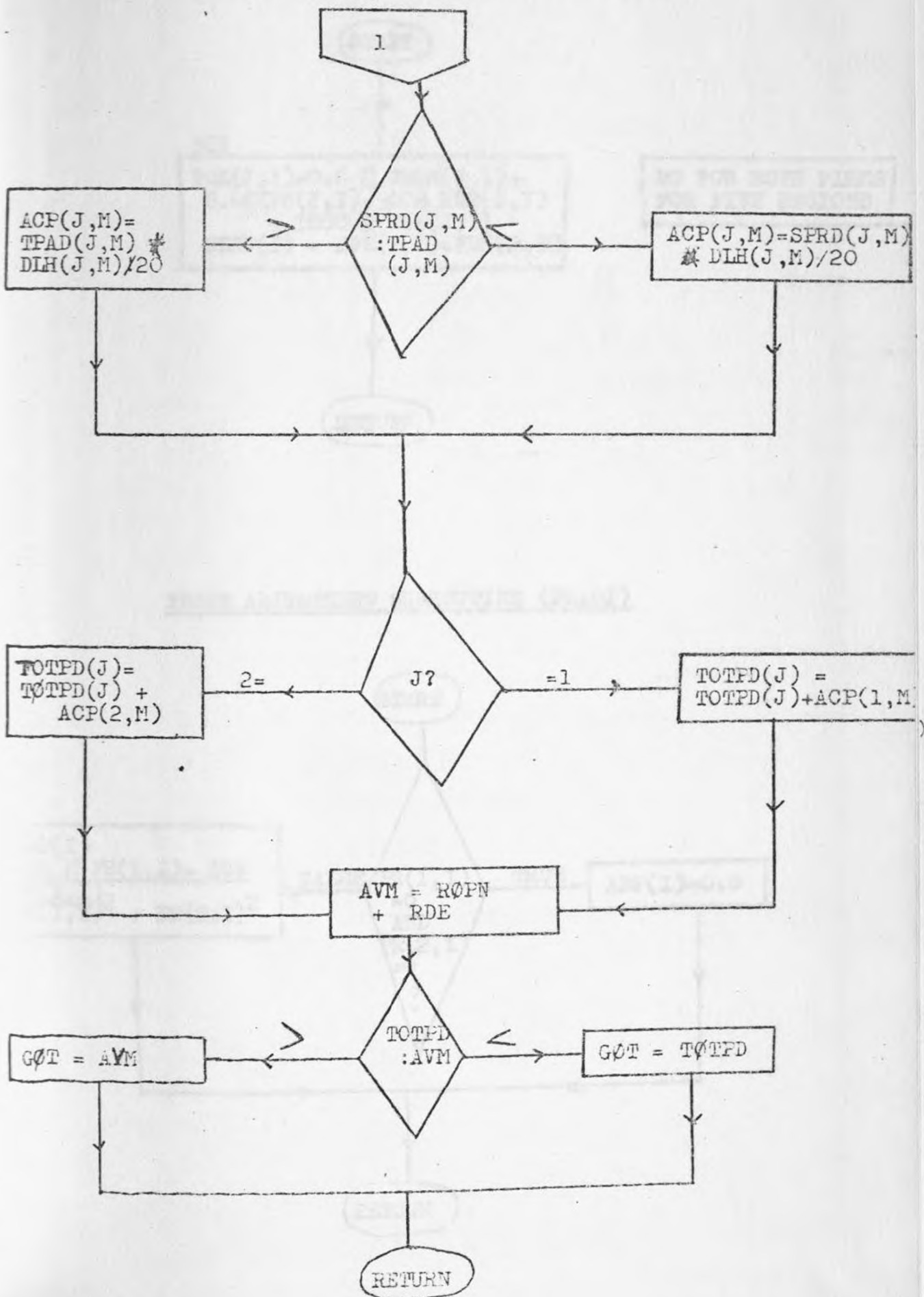
TOTAL GOODS DEMANDED

ADJUSTING FOR GOODS AVAILABLE FOR SALE AND BALANCE OF RAW MATERIALS AND FINISHED GOODS

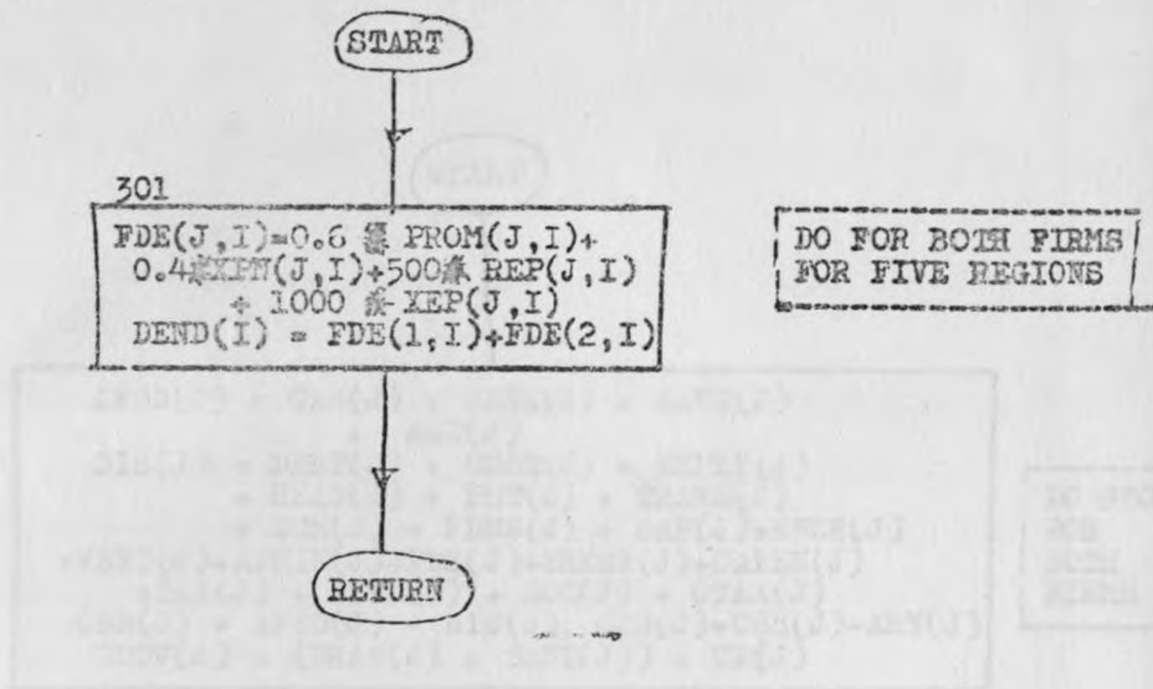
RESULTS PRINTOUT

PRODUCTION SUBROUTINE (PRODUCE)

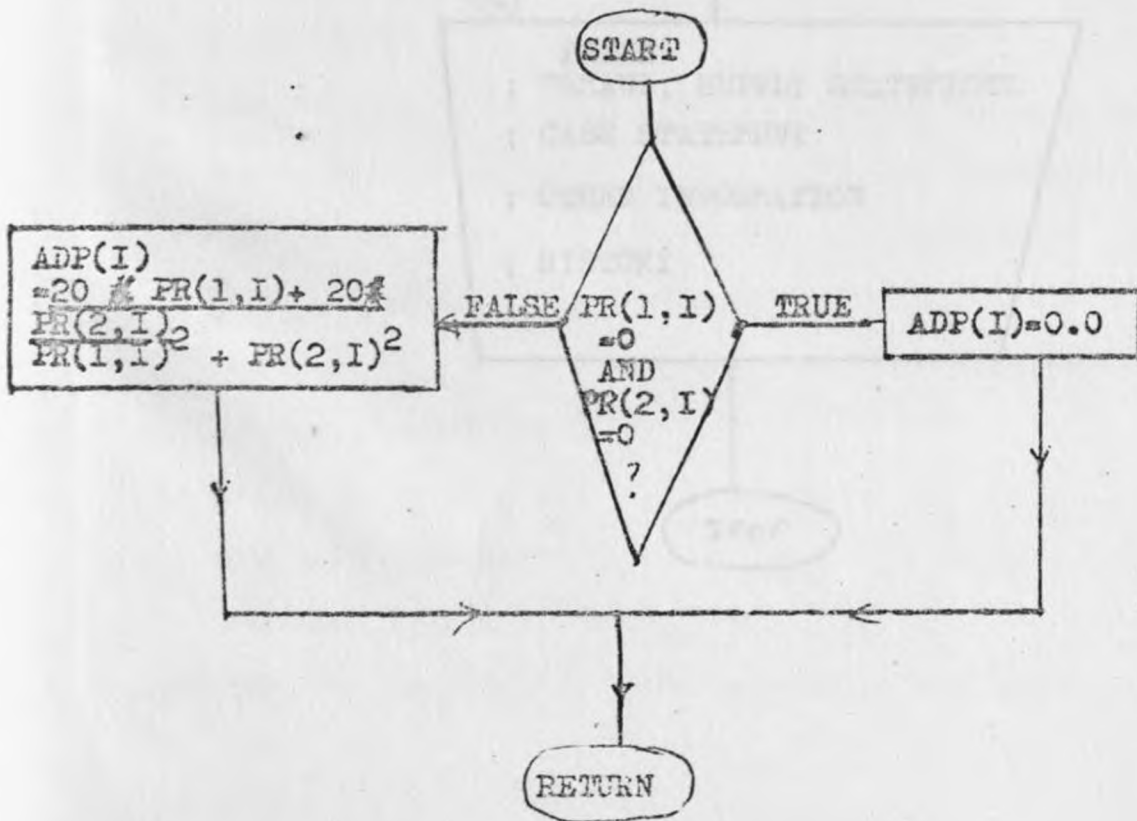




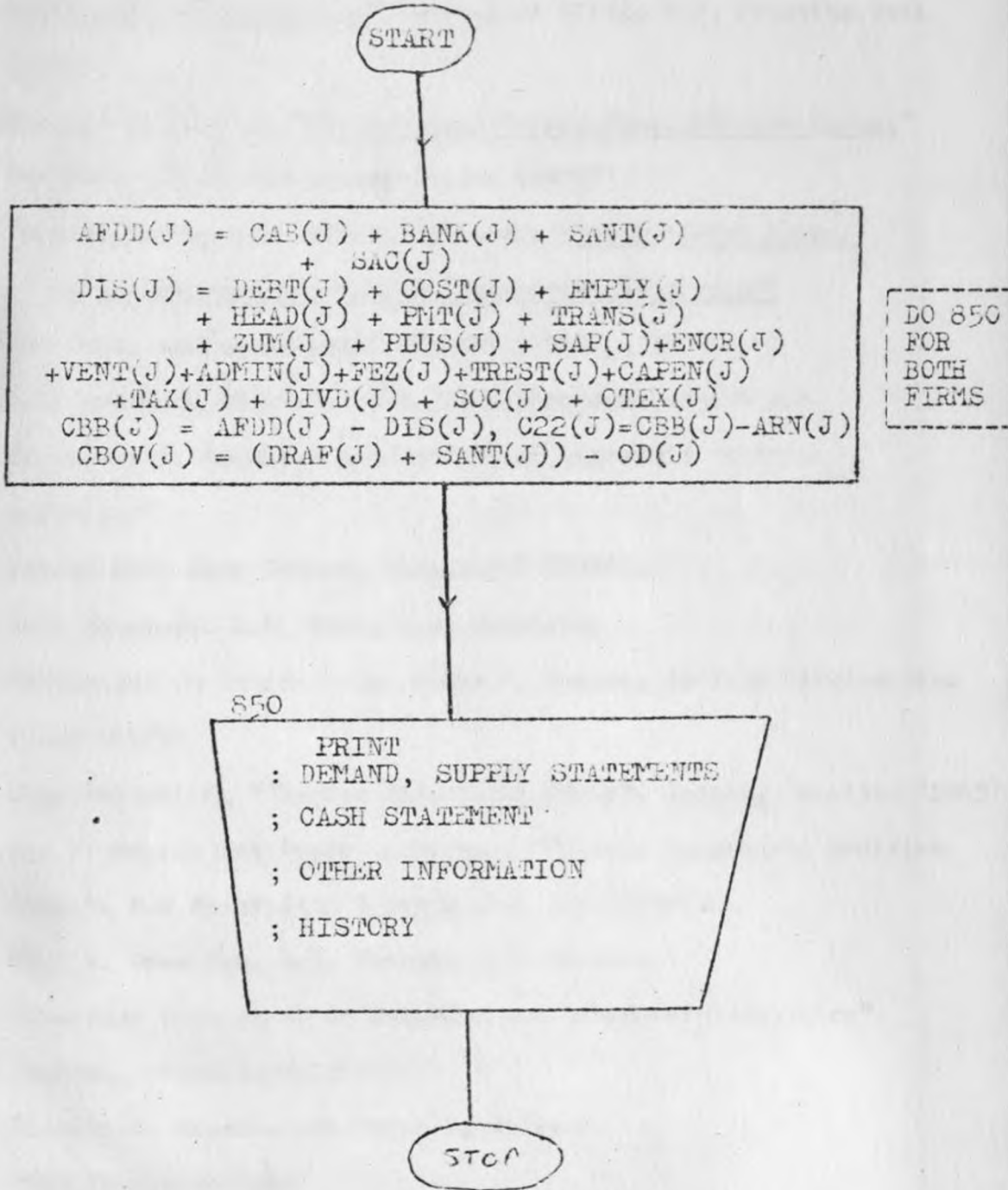
PROMOTIONAL ADJUSTMENT SUBROUTINE (PRJUST)



PRICE ADJUSTMENT SUBROUTINE (PRADJ)



RESULTS PRINTOUT SUBROUTINE (RESULT)



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