

**SEF step:** Arrival

**What should be the outcome of the solution:** The customer feels welcome and important

**KPIs:** Q3d and NPS

**What do you need (tools):** Electronic Number Plate reader

**Who leads it:** Service Manager

**Who is the target audience:** Receptionist, Service Advisor, Concierge

**How to:**

Step 1: Installing an electronic number plate reader would enable service staff to see notes on the computer screen showing which customers are entering the parking area

Step 2: Ensure that service reception staff constantly have one eye on the screen to check for new arrivals

Step 3: As a vehicle enters and you receive the information make a note of it

Step 4: Greet the customer as they enter the dealership building using their name