

REPORT ENTREPRENEUR (ENT300) BUDDYZ ISLAMIC COLLECTION MADAM THAHIRA BIBI BT TKM THANGAL

1. NUR DAHIYAH BT ABD GHANI	2011828672
2. NUR ATHIRAH NADIA BINTI MD SALLEH	,2011241626
3. NORSYAZANI BINTI RAHMAN	2011288848
4. NUR AZLINA BINTI AZALI	2011484494
5. NORSAZLIANA BINTI ZAINAL ABIDIN	2011279292
6. NUR FATIN NABIHAH BINTI ZAINUDIN	2011602932

TABLE OF CONTENT

TITLE	PAGES
EXECUTIVE SUMMARY	7
1.0 INTRODUCTION	
1.1 Name of the company	8
1.2 Logo of the company	9
1.3 Nature of business	10
1.4 Mission and vision	10
1.5 Future prospects of business	10
1.6 Location	11
1.7 Partnership agreement	12
2.0 PURPOSE OF THE BUSINESS	18
3.0 COMPANY BACKGROUND	19
4.0 BACKGROUND OF THE OWNERS/ PARTNERS	20
4.1 General Manager	22
4.2 Human Resource Executive	23
4.3 Marketing Executive	24
4.4 Operation Executive	25
4.5 Financial Executive	26
4.6 Assistant Financial Executive	27
5.0 HUMAN RESOURCE PLAN	28
5.1 Introduction	29
5.2 Organization Chart	30
5.3 Manpower Planning	31
5.4 Schedule of task and responsibilities	32
5.5 Schedule of Remuneration	33
5.6 List of office and furniture & Fittings	34
5.7 Human Resource Budget	37
6.0 MARKETING PLAN	40
6.1 Introduction	41
6.2 Objectives	42
6.3 Product description	42
6.4 Target market and Segmentation	43
6.5 Market Size	45
6.6 Competitors	47
6.7 Market Share	49
6.8 Sale Forecast	51
6.9 Marketing Strategy	53
6.10 Marketing Budget	59
7.0 OPERATION PLAN	60
7.1 Introduction	61
7.2 Operation Objectives	61

7.3 Process Planning	62
7.4 Operation Layout	63
7.5 Production Planning	64
7.6 Material Planning	66
7.7 Machine and Equipment Planning	70
7.8 Manpower Planning	71
7.9 Location Plan	73
7.10 Business & Operation Hours	74
7.11 License, Permit & Regulation required	75
7.12 Overhead Requirement	78
7.13 Operation Budget	81
7.14 Implementation Schedule	82
8.0 FINANCIAL PLAN	83
8.1 Introduction	84
8.2 Objective	84
8.3 Financial Plan Report	86
8.4 Financial Analysis	96
9.0 CONCLUSION	105
10.0 APPENDICES	107

ACKNOWLEDGEMENT

Alhamdulillah and thanks to Allah SWT for giving us opportunity to complete this business plan. Without it we would not able to complete this business successfully. This project is for students' final year to complete the undergraduate program Diploma in Banking.

First of all, we would like to express thanks to our beloved lecturer of Fundamental of Entrepreneurship in UiTM Kampus Johor Bahru, Nor Fazlin binti Uteh for his information and help in this business plan. Without his guidance we would not have been able to complete this project successfully

Moreover, we would like to thank to all the lectures of Entrepreneurs for their cooperation during we complete this final year project that given guide of information. Also thanks to Puan Zahrah binti Ahmad and Puan Melati binti Bachok that shares lots of information in develop of this business and also to each members group that able completed this project until the end.

Last, gratitude to our family, classmates, friends and to all who directly and indirectly involves for cooperation, suggestion in order to completed this project report until completed.

EXECUTIVE SUMMARY

We are achieved a conclusion after we done an extensive research on the available business at the all over state in Malaysia, then we have agreed to establish our boutique which sells the product of Muslim Attire in Johor Bahru, Johor. The boutique named BUDDYZ ISLAMIC COLLECTIONS, which is located at Jalan Pulai 44, Taman Pulai Utama, 81300 Skudai, Johor Bahru.

In order to execute the respective business, business plan are needed to be established which includes the four major aspect of the plan that includes Human Resource plan, marketing plan, operational plan, and financial plan that are needed to be consider. It is very essential and important to predict the credibility of the respective business, also to forecast the success and marketing strategies can be proposed in introducing the uniqueness in both of the respective product which is Muslim Attire to the customer at Johor Bahru, Johor.

The Human Resource plan of the boutique is to manage the overall business by achieving the objective and goals. The employee's wages of staff and their responsibility in the organization are regards to this plan. As Human Resource Executive will be identified business activities. All of the resulted activities must be identified before perform any business activities. For example, prepare the accounts, record keeping and others.

While marketing plan, the manager should have the knowledge about the target market and customer or seller that prefers the product most compared to another product. The manager has to identify, describe clearly and properly of the product which can be sold to the

Customer in order to estimate the appropriate market size. The managers need the budget and make the extensive research regarding a strategy to promote new product which is useful to our business and also to maintain the relationship between our boutiques with customer.

The operational plans are able for helping the organization to determine the operational process in making Muslim Attire. The manager has to prepare the operational schedule in order to enhance the smooth flow of the operation. Operational Executive is responsible to manage the business and more careful on managing the process and also to distribute products and service.

Another crucial plan is the financial plan, whereby all the financial information in the human resource, marketing, and operational plan will combine into an account for determining the business cost. This is essential and important because it can be prepare the profit and loss account and also the balance sheet of the boutique to ensure either it has enough capital to cover the expenses and has the stable cash flow. We hope the guidelines that we provide are in order to start the business and hope the business plan make be accepted and successful.