

UNIVERSITI TEKNOLOGI MARA

FACULTY OF ADMINISTRATIVE SCIENCE AND POLICY STUDIES DIPLOMA IN PUBLIC ADMINISTRATION FUNDAMENTALS OF ENTREPRENEURSHIP (ENT 300) "YUMMY CHAI KUE"

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NAMA DELA IAD

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"BERSATU BERUSAHA BERBAKTI"

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1.1 ACKNOWLEDGMENT

All our proud and praise to Creator Allah S.W.T and Prophet Muhammad S.A.W.

Alhamdullilah syukur, and very thankful to Allah S.W.T. because of his blessing to us we finished in complete our project paper Fundamentals of Entrepreneurship (ENT300) with successfully.

For nowadays, to entering new areas of perspective after graduate, is important phase to be aware and learned. For the prospect of business, this project plan of business is hopefully can be as one way for us, to practice our ability and interest in other way, to be a guideline to encourage our effort for becoming an educative business people.

This business plan can be effectively used for those who like to create a new business or to the new entrepreneur.

Of course we cannot deny the risks that we had faced and many obstacles and problem in order to finish up this project. However, from tolerance and responsibility from each members with high effort and plus, advises and encouragement from many parties especially our lecturer Madam Esfarina Amiza Binti Morsidi for lending us her knowledge in business, here now we present this project with success and well completed

1.2 EXECUTIVE SUMMARY

The name of our company is Yummy Chai Kue. The business has been decided in the form of five partnerships. Each partner has contributed on an agreed amount of capital as in our agreement. Our main business activity is to serve various flavors of chai kue with set tea. We will be located at The Summer Mall, 94300 Kota Samarahan, Sarawak. Hopefully, we will be opened on 1st January 2017.

All partners are entitled and encouraged to participate in all business management. All of us have agreed that Farahin Binti Mospen as the General Manager, Aziah Binti Abdul Wahab as an Administration Manager, Nur Syazwani Binti Mohd Saifuddin as a Marketing Manager and her assistant is Effi Nurannisha Bt Suhaimi, Amira Natasha Bt Salleh as the Operational Manager and Nur Hafizah Rodhiyah Bt Rosman. as the Financial Manager.

The management team will be lead by General Manager. The entire decision making is in her hand after a meeting with the Board of Director. The General Manager is responsible for leading ,controlling, planning, organizing and finding the opportunities for the business growth. She will be assisted by four other shareholders that have agreed to cooperate and develop the business.

The first member of the business is Administration Manager. She is responsible for matters concerning office administration. She needs to prepare and plan all the office equipment, organizational chart, manpower, schedule of tasks and others that are related to office works.

The second member of the company is Marketing Manager. She is responsible to study the market conditions and come up with a solution to develop the market area with a