



UNIVERSITI TEKNOLOGI MARA (UiTM) KOTA SAMARAHAN

FACULTY OF CIVIL ENGINEERING

DIPLOMA IN CIVIL ENGINEERING

3

FUNDAMENTAL OF ENTREPRENEURSHIP (ENT300)

ZAP LAB HAIR SALOON

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DATE OF SUBMISSION:

26TH MARCH 2015

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SUBMISSION LETTER

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26th March 2015

Miss,

RE: SUBMISSION OF BUSINESS PLAN

As a representative for our group, I would like to submit our business plan for evaluation and further actions.

2. This report represents our effort and determination in not only to gain marks, but also to gain priceless knowledge and useful information. We have tried our best to prepare this business plan with all the data compile for your good judgment. This working paper is a group effort and all experiences gained are valuable lessons for the entire group's members. It make

ACKNOWLEDGEMENT:

ASSALAMUALAIKUM WARAHMATULLAHI WABARAKATUH

First and foremost, we would like to thank and express our greatest gratitude to God, Alhamdulillah we have finally completed our business plan. To be honest, none of us thought that we can finish this job on time but apparently we did and thank to Allah SWT for giving us the strength and the will to get it done.

During the whole period of preparing this business plan especially during the final week before our presentation and before submitting this proposal, we went through a lot of tough times. We believe without one person that has been guiding us throughout this journey, we will not going to make it until the finishing line. That person is our ENT300 lecturer Mdm Esfarina Amieza. We would like to express our high gratitude for her delicate advices and guidance to us. Thank you very much.

Also thanks to all members of Zap Lab Hair Saloon members who participate and give full commitment in giving hands and help each other in doing discussion and accomplishing this task together. Without the group members, this task might not run smoothly and this task organization might also not exist and we would like also to thank to every single person who helped us directly or indirectly, your kindness means a lot to us. Thank you so much.

Last but not least, we take this opportunity to dedicate our deepest gratitude and not forgetting our parents for their endless love, prayers and had given us full support in terms of money and encouragement. We really appreciate all those supports.

Thank you once again.

EXECUTIVE SUMMARY

After doing extensive research on the business opportunity available in Kota Samarahan area, our group decided to specify our business. Our group has come up with the business plan of partnership, known as ZAP LAB HAIR SALOON. The business has been decided on the form of four partnerships. Each partner has contributes certain amount of capital as agreed in our agreement. We will open our hair saloon at Desa Ilmu, Kota Samarahan, Sarawak and hopefully will open by 22 July 2015.

The members include general manager, marketing manager, operational manager, administrative manager and financial manager. All partners are encourage and entitled to participate in all business management. We had appointed Muhammad Nur Hidayatullah bin Hussein as General Manager and Administrative Manager, Mohd Nazrin bin Momi as our Marketing Manager, Mohd Syafiq bin Sulaiman as our Operational Manager, and Mohd Syukri bin Raili as our Financial Manager

General Manager is responsible in monitoring the whole department to ensure everything is going well and make the decision for the company. The general manager is responsible in controlling, leading, organizing as well as plan the entire business whereas the Marketing Manager is responsible in creating the marketing plan. Other than creating the marketing plan, he also responsible to identify the target market, competitors, size of the market trend and to forecast the future of the project.