



اُونِيُوَرْسِيْتِي تِيكْنُوْلُوْجِي مَارَا  
UNIVERSITI  
TEKNOLOGI  
MARA

Fundamental of Entrepreneurship

(ENT300)

SIPRAA PRINT & COPY SHOP

PREPARED BY:

PRUDENCE ANAK FENDY	2012178861
NURNAZAHAH BINTI SEMAON	2012344757
FATIN NABILAH BINTI YAKUP	2012790259
SITI ANAK BANGAN	2012976403
NURULHIDAYAH BINTI HESSIM	2012998677

PREPARED FOR:

MISS PHILOMINA FRANCIS

DIPLOMA IN BANKING

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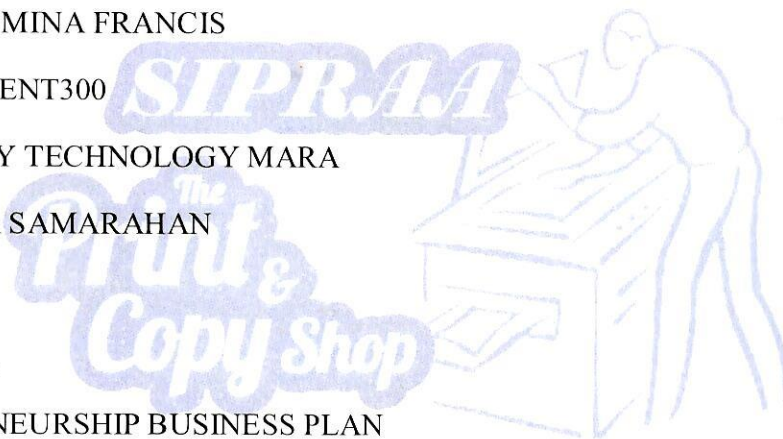
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Submission letter

ENT 300 students,  
DIPLOMA IN BANKING  
CAMPUS 1 UNIVERSITY TECHNOLOGY MARA  
94300 KOTA SAMARAHAN  
SARAWAK

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MISS PHILOMINA FRANCIS  
LECTURER ENT300  
UNIVERSITY TECHNOLOGY MARA  
94300 KOTA SAMARAHAN  
SARAWAK  
DEAR MISS,  
ENTREPRENEURSHIP BUSINESS PLAN



As Partial Requirement Of The ENT300 (Fundamental Of Entrepreneurship) We Want To Submit A Business Plan project

2. For this purpose, we have decided to do print and copy shop through our business, Sipraa, we choose this type of business since there is less business of print and copy shop and the location that we choose is really strategic.
3. as such we submit to you the report on Business plan for your approval, we would like to record our very thankful and appreciation. We hope that you will satisfy with the proposal of our Business plan.

## 1.0 Introduction

The SIPRAA Printing & Photocopy management team will be led by a general Manager who is responsible for preparing the business plan for the business agreed upon that to be opened, leading the other assisting management, organizing the task to be given to the assisting management, and controlling the task run by the assisting management. The marketing manager, on the other hand, will be the one with the biggest responsibility on preparing the business marketing plan which includes the marketing process on identifying the target market, determining the market size, identifying the marketing competitors, determining the market share, developing sales forecast and finally marketing strategies. The operating manager will be the one who is controlling and monitoring the business operating hour as well as noting the equipment and facilities that will be required in the SIPRAA Printing & Photocopy. Administration Manager is the one who is responsible for the office administration that involves the work of recruiting workers and office admin which will be established soon. Last but not least, the Finance Manager will be the most important person in our management as she is the person that will be managing the finance of SIPRAA Printing & Photocopy company from the budget he will distribute and final financial statement made that will be the peak point of the success or not of the business.

For conclusion, we should continue our business. This Sipraa will give us chance to gain profit. It is normal at the early stage of business do not gain profit so that there is more efforts for us to increase our profit. The reason why our business should go on because we have a strategic place which near with education place. Instead that our target are student. We believe that our business can be develops.

