

FACULTY OF ADMINISTRATIVE SCIENCE AND POLICY STUDIES FUNDAMENTALS OF ENTREPRENEURSHIP (ENT300)

BUSINESS PLAN

NAME OF PRODUCT

NEFF COSMETIC

PREPARED BY:

NAME	STUDENT ID
MUHAMMAD HANIF BIN MUSA	2020990401
MUHAMMAD RIFQI BIN RIDZUAN	2020930073
NABIHAH AFINA BINTI JASRI	2020571851
NOOR SASHA AMIRAH BINTI MAT RAJI	2020702775
BATRISYA UZMA BINTI JUNAIDI	2020534265

PREPARED FOR:

SIR ISKANDAR ARIFFIN

SUBMISSION DATE:

9 JANUARY 2022

ACKNOWLEDGMENT

First of all, we like to thank Allah S.W.T for given us capability to finished our one of the assignment in Fundamentals of Entrepreneurship (ENT 300). We also like to thanks to our lecturer who is, Sir Iskandar Ariffin as he constantly advises and encourages us to improve our understanding of this subject while also aiding us in finishing our assignments at the same time. We totally grateful as Sir Iskandar providing us such a nice support and guidance. Next, this assignment cannot be completed without the effort and co-operation from our group member. Group member's Muhammad Hanif Bin Musa, Nabihah Afina Binti Jasri, Batrisya Uzma Binti Junaidi, Noor Sasha Amirah Binti Mat Raji, and Muhammad Rifqi Bin Ridzuan. Last but not least, we also like to express our gratitude towards other parties who directly or indirectly participate in finishing this assignment.

TABLE OF CONTENTS

NO.	PARTICULARS	PAGE
1	ACKNOWLEDGMENT	2
1.0	INRODUCTION: CHAPTER 1	6
	1.1 INTRODUCTION TO THE BUSINESS	7
	1.2 PURPOSE OF BUSINESS PLAN	8
	1.3 BUSINESS BACKGROUND	9
	1.4 PARTNERS BACKGORUND	10-14
	1.5 BUSINESS LOCATION	15
	1.5.1 Factors influencing choice of business location	15
	1.5.2 Office location	16-17
2.0	ORGANIZATIONAL PLAN : CHAPTER 2	18
	2.1 INTRODUCTION TO THE ORGANIZATION	19
	2.1.1 Vision	19
	2.1.2 Mission	19
	2.1.3 Objectives	19
	2.1.4 Logo & Description	20
	2.2 ORGANIZATIONAL STRUCTURE	21
	2.3 ADMINISTRATIVE MANPOWER PLANNING	21
	2.4 SCHEDULE OF TASKS AND RESPONSIBILITIES	22
	2.5 SCHEDULE OF REMUNERATION	23
	2.6 COMPENSATION AND BENEFITS	24-25
	2.7 LIST OF OFFICE FURNITURE AND FITTINGS	26
	2.8 LIST OF OFFICE EQUIPMENT	26
	2.9 ADMINISTRATIVE BUDGET	27
3.0	MARKETING PLAN: CHAPTER 3	28
	3.1 INTRODUCTION TO MARKETING	29
	3.1.1 Marketing Objective	29
	3.2 INTRODUCTION TO PRODUCT OR SERVICE	30
	3.2.1 Market area and business location	30
	3.2.2 Collect information and data of customers	31
	3.2.3 Segmenting the market	32

1.1 INTRODUCTION TO THE BUSINESS

The Neff cosmetic is the business that we choose to complete this business plan. All of the members agree to continue with this business as it is actually a beauty and makeup product. The ideas of this business is actually inspired by local brand product. Most of the members are so passion and into makeup and beauty industry, so we have decided to come with our own make up product. Nowadays, people are tending to loves buy makeup and beauty stuff, so we might get a big achievement if we open up our own business. The nature of business is partnership as all of the members has contribute for this business.

The industry for our business is cosmetic industry as Neff cosmetic only focus on makeup and beauty stuff for women. All of the members agree to become a partnership for Neff cosmetic as most of the members are interested in cosmetic industry. Next, the location that we have been choose to expose our business is at Johor Bahru, Johor. The date of commencement for Neff cosmetic is on 1st January 2021.

There are a few factors on why we choosing this business as our group proposed business. Firstly, the demanded and trend. This is because we have make a survey among our circle that most of the women nowadays are so into beauty and makeup industry, so we take an action by open up our own business which called as Neff cosmetic. Next, the interest in makeup and beauty industry. As I mention before, most of our members are passion and interested in this industry, so by having our own kind of product, it gives us opportunities to take part in business industry as well as to become one of the most famous local brand makeup that the first choices among the customer.

Furthermore, we also have our own future prospects for Neff business which the first one is social media. This platform plays a big role in our business as to expose and to promote our product to the customer. Due to the covid-19, people are tending to buy from online platform rather than buying from shop. It shows that having a social media for a business is very crucial. Other than social media, we also use a good content as our future prospects. A good content on how describing our product could attract the customer to buy our product. Having our own kind of content that different from others brand could gain our loyal customer, so by having a good content with help of media social, the business that we going to runs could receive a big impact.

1.2 PURPOSE OF BUSINESS PLAN

Each of the business that has been establish must have their own purpose on why they should be running a business. The purpose of business plan for Neff cosmetic is actually to allow the entrepreneur which is us, to view and evaluate whether the business that we wanted to run, it is possible by looking into the objective, mission and vision that company has been step up as a guideline to achieve the business goals. Next, it also to convince and attract the investor to invest in our business. A strong and clear business plan will attract them to invest more into our business. Lastly, the most important thing for having a business plan is actually to be a guideline for the entrepreneur on how to managing the business properly. It plays a big role as business plan will be the sketching on how to properly managing the business.