



# THE COMMUNICATOR

Week Four – Nov. 9th, 2010



## Social Media

Stay connected to everything Company Program! Now, you can find JA online on Facebook, Twitter, LinkedIn and YouTube. Check out our pages for fresh and fun content and updates. From tips for your company to weekly meeting topics, find it all with JA Nova Scotia.

Facebook:

<http://www.facebook.com/pages/Junior-Achievement-of-Nova-Scotia/205405132156>

Twitter:

<http://twitter.com/#!/janovascotia>

LinkedIn:

<http://www.linkedin.com/companies/junior-achievement-nova-scotia>

YouTube:

<http://www.youtube.com/user/janovascotia>

## Advisor and Achiever of the Month

Each month we will feature an outstanding Achiever and Advisor in the Communicator. The selection of the Achiever of the Month will be based on nominations from the

Advisor Team, and Achievers will nominate Advisors. Therefore, Advisors should keep an eye on Achievers to see who does something extra special to be nominated for this award and vice versa.

**All nominations For Achiever and Advisor of the Month for November must be received by November 25<sup>th</sup>.** The nomination should include a brief summary about the Achiever or Advisor as well as the reason why you think they should be chosen. Send your nominations to your Program Manager by email or fax.

## Officer Training

Training is scheduled for **Saturday, November 20th, from 10:00am until 4:00pm.** HRM and Southwest training will be at NSCC Akerley Campus in Dartmouth.

The Cape Breton training will be at NSCC in Port Hawkesbury, Stellarton will join the Cape Breton Companies..

**It is mandatory for all Executive Members who wish to apply for a VP Award to attend training. If you apply for a VP award**

**and did not attend training you will not be considered for an interview.** We will be covering many of the topics you will need to know as an executive member of your company. A full agenda will be provided the morning of training. It will be a fun and informative day. It is also a chance for you to check out your competition!

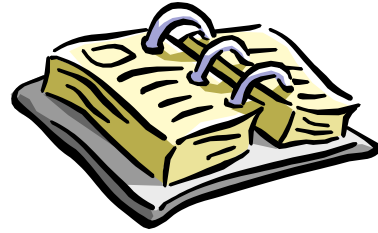
## Paper Chase

If your name is here then your company sent in its submissions and earned points!

**Remember:** Submissions are due **Thursday by 4:30pm.**

Chester Basin  
Freak Lunchbagz  
Memorial  
Baddeck  
Fine Buy Design  
Capers For A Cause  
Middleton  
Eco-2carry  
Eureka!  
Pitch Black Promotions  
Dartmouth High  
The Big Dipper  
Nova Gear  
Charles P. Allen  
Warm Spirits

# **TONIGHT'S TASKS Week Four**



- **Collect share money 10 minutes**
- **Page 50 Review Duties of the management Team 10 minutes**
- **Page 49 Other duties 5 minutes**
- **Page 51 Elections or Interviews 30 minutes**
- **Page 52 Prepare a Mission Statement 15 minutes**
- **Page 53 Write Company Bylaws 30 minutes**
- **Discuss Production process 10 minutes**
- **Set up bank account - VP Of Finance should arrange appointment with bank**

## **DUE IN TONIGHT**

**Weekly Summary**

**Membership List**

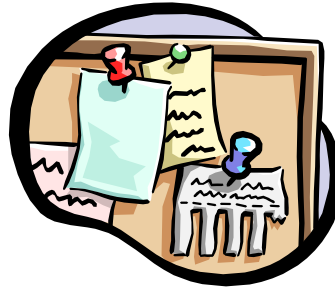
**Application of Incorporation**

**Management Team List**

**List of Team members attending Executive Training**

**The deadline for submissions is  
Thursday at 4:30 pm**

# THE NOTICE BOARD



## JA Points!

Your company can earn up to 100 points during the program year. The point system helps to monitor a company's progress and determine award winners. Two points every week are earned just by getting your company submissions in on time. If your company is listed on the Paper Chase it means you have earned two points. For a complete list of how to earn all your points see the

## Record Keeping

Your company should prepare to start using the computer to keep track of your records. If you have not used your computer yet, please do so and install the excel spreadsheets. Please check with your school principal to find out which computer you can use. If your company has not received the spreadsheets or you have trouble accessing your computer, please phone or email the JA office before your next meeting.

## Big Picture Award

Every year, an award is given out to the company who best expresses their company activities in the form of a picture portfolio. Start taking photos now of your company in action and put them in a scrapbook. Photos should show all aspects of your company operations and all events in which your company participates. You will submit your scrapbook at the end of the year for judging so be creative!

### Send all your documents to the Program Manager for your area:

Southwestern NS  
Brenda Kenney  
Tel: (902) 691-2233  
Fax: (902) 454-4514  
bkenney@janovascotia.org

Cape Breton  
Maria MacDonald  
Tel: (902) 563-8042  
Fax: (902) 563-8043  
mmaacdonald@janovascotia.org

Northeastern NS  
Jillian Ritchie  
Tel: (902) 986-5644  
Fax: (902) 454-4514  
jritichie@janovascotia.org

HRM  
Jana Brown  
Tel: (902) 454-4564  
Fax: (902) 454-4514  
jbrown@janovascotia.org

## Trade Fair 2010

The Annual JA Trade Fair is taking place on **Saturday, December 11th, 2010, from 9:00 a.m. – 5:00 p.m.** Each company is required to have a booth displaying their products and now is the time to start planning one of your biggest selling events of the year! There will be one award for each location presented at the Awards and Recognition Gala to the company who most impresses the judges. And you never know who could be a judge! Check out the Big Blue Binder for judging criteria and lots of information on Trade Fair. With so much going on all over the province on the same day we are hoping to attract some media attention too! Locations: HRM and Southwest –Halifax, Northeast Highland Square Mall in New Glasgow and Cape Breton, Mayflower Mall.