



THE COMMUNICATOR

Week Five – Nov. 15th, 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>

Company Websites

Does your company have a website? Has your company discussed what type of site they are going to have? Will it be facebook, myspace etc. It is a good idea for your company

to have a website to help promote your product(s)/service. It is also a great way for your company members to communicate throughout the week. Plus – There is an **Award for the best company social media page!!!** So get started on your company's site!! Let us know how we can find you on the www.

Officer Training

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

The Cape Breton training will be at NSCC in Port Hawkesbury.

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!

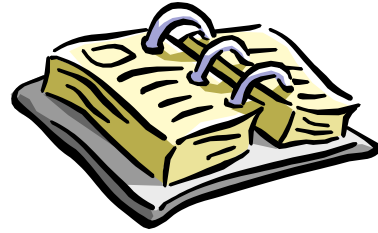
Paper Chase

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

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

**Kentville
Chester Basin
Freak Lunchbagz
Memorial
Baddeck
Fine Buy Design
Capers For A Cause
Middleton
Truro
Stellarton
Oxford
Pitch Black Promotions**

TONIGHT'S TASKS Week Five



- Management Team meeting 6:30 start time 30 minutes
THESE MEETINGS MUST BE HELD WEEKLY
- Page 59 Types of meetings and conduct
- Page 55 Develop the business plan (Due Week 11)
- Discuss Policies and Procedures
- **Page 65 Production begins**
- Issue 1st Invoice
- Wages and Salaries start tonight
- Assign a company photographer to be responsible for taking pictures

DUE IN TONIGHT

Weekly Summary

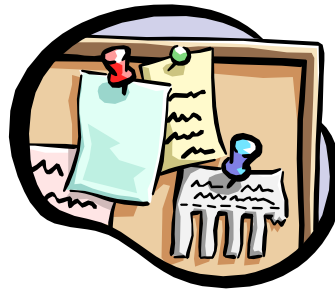
Bank Transfer Form

JA Bank Account Information

Cheque made out to JA and Dated for June 30th, 2011

The deadline for submissions is
Thursday at 4:30 pm

THE NOTICE BOARD



Bank Service Charges

Many banks will waive the monthly services charges for your account if you state that you are a non-profit organization. Please let your Program Manager know if you need a letter from the office to give to the bank. If they will not waive the fees, be sure to include them in your break-even and your monthly record keeping. Companies are NOT to have a debit card – all withdrawals must be made by cheque with the signature of an Achiever and an Advisor respectively. Big Blue Binder.

What is JA All About?

Junior Achievement is not just about “making money.” Success in JA can be measured in many ways, and profit is only one of them. Junior Achievement is about learning what it takes to be an entrepreneur; learning the value of teamwork; learning business values, gaining experience with decision making, and most of all having fun! Just because the Advisors pass along the company “reins” to the newly elected Executive does not mean they sit back and relax.

The Advisors must still make sure everyone is treated with respect, that the earning environment is safe and satisfactory, that business topics are discussed, that everyone does their part and realizes the importance of their part, and that the group continues to get along and have a good time.

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!

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.