

**Marple Newtown School District**

**24<sup>th</sup> Annual**

# **Junior Initiative**



**The Real World:**

# **How Business Works**

**Fall 2019**

**The Junior Initiative Committee**

**Mr. David Locher, Coordinator  
Mr. Dennis Andrews, Coordinator  
Mrs. Jen Cipollone  
Mr. Collin Hannan  
Mrs. Jessica Protesto**

**Materials developed and written by Mr. David Locher  
Junior Initiative Conference managed by Mr. Dennis Andrews**

## The Real World: How Business Works

Which of these careers requires an understanding of how business works?

- landscaper
- accountant
- journalist
- teacher
- restaurant owner
- violinist
- doctor

They all do!

Regardless of which career you plan to pursue, a large part of your life will revolve around business. To understand this huge and complex topic, it is important to learn a few basics:

How are most businesses structured?

What are the most common departments in a business structure?

How do employees advance in their fields?

Which educational background and skills are required to enter certain fields?

How does a large company compare with a small one?

Which technology skills are essential in today's workplace?

Who earns the profits in a successful business?

Business is the foundation of our economy. To be financially successful, you will need to understand how it works. In the United States today there are thousands of different careers, and new ones emerge every day. The insights that you gain about the business world as a result of participating in this project may help you make some decisions about the direction you would like to take in your future career plans. We're hoping the Junior Initiative will provide a good start.

The Junior Initiative Committee

### **Assessment**

1. Notes on Conference .....	15 pts
2. Organization skills, business courtesy	
--Letter/email of confirmation to host.....	5 pts
--Permission slip for visitation.....	5 pts
--Verification letter signed by host .....	5 pts
--Thank you note/email to host .....	5 pts
3. Notes from Visitation.....	15 pts
3. Oral presentation.....	50 pts
Total:	100 pts

### **Time Lines and Deadlines**

10/10/19 (Thursday)	Orientation for Juniors
10/11/19 – 11/8/2019	Students arrange visitations with host employees
10/24/19 (Thursday)	Conference
11/8/19 (Friday)	Last day to mail or email Confirmation Letters to host employees
10/25/19 - 11/15/2019	Visitations
11/18/2019 – 12/6/19	Oral Presentations due Your mentor teacher will assign a due date based on the date of the Visitation.

## Checklist

Name \_\_\_\_\_

Mentor Teacher \_\_\_\_\_

Here is a checklist of the items for which you are responsible, with the points you can earn for each. Your mentor teacher will have a copy of this page and will award points based on the quality and punctuality of your work.

\_\_\_\_\_pts: Notes on Conference (15 pts)  
(Due the day after the Conference )

\_\_\_\_\_pts: Confirmation letter/email to host employee including copy of Interview Guide (5 pts)

Host: \_\_\_\_\_ Date of Visitation \_\_\_\_\_

\_\_\_\_\_pts: Permission slip for visitation (5 pts)

yes / no      Early dismissal note submitted to attendance office (if necessary)

\_\_\_\_\_pts: Verification letter signed by host (5 pts) (Due the day after the Visitation)

\_\_\_\_\_pts: Notes from the interview (15 pts) (Due the day after the Visitation)

\_\_\_\_\_pts: Thank you note/email for host (5 pts) (Due one week after the Visitation)

Oral Presentation scheduled:

Due date for oral presentation: \_\_\_\_\_

\_\_\_\_\_pts: Organization Guide (due 2 days before the oral presentation) and Oral Presentation (50 pts)

Final Grade: \_\_\_\_\_