



## INTRODUCTION: CHOOSE A COMPANY

# Business Finance: Introduction to Companies



Retail, Services, Construction,  
Transportation, Agriculture,  
Communications...

so many types of companies  
to choose from.



# Business Finance– How to Earn Wages

If your grade is based on your account balance, then **earning money** should be your first priority.

To do that, **you need to be employed.**

Today we will learn about the **companies** that you will be earning your wages from.



# Business Finance– The Companies

There are five types of **Businesses** in this class:

- Food
- Automotive
- Real Estate
- Insurance
- Department Store

There are at least **two companies** for each Business type.



# Business Finance– The Employees

Each company consists of four types of  
**Employees:**

- Manager
- Assistant Manager
- Secretary
- Employees



# Business Finance– The Employees

## Manager

- Makes assignments to the company's employees and ensures that all company information is maintained correctly.
- Will attend periodic training seminars with the teacher.



# Business Finance– The Employees

## Assistant Manager

- Presides when the Manager is absent.
- Provides instruction to employees on personal finance and ensures that no employee is going into personal debt.



# Business Finance– The Employees

## Secretary

- Maintains attendance and financial records for the company.



# Business Finance– The Employees

## Employee

- Performs in whatever capacity is required by the company.
  - ✓ Research
  - ✓ Sales
  - ✓ Customer Service
  - ✓ Etc.





# Business Finance– The Company

The companies serve two purposes:

- To **sell the products** that each student is required to buy.
  - *We'll discuss this topic in more detail next week.*
- To provide the source of each student's **wages.**



# Business Finance – Wages

Each company makes money off the products it sales.

- *Remember, we'll talk about this more next week.*

From the company's income, it pays its employees their wages.

For now this is the wage scale:

- Manager \$ 11.50
- Assistant Manager \$ 11.00
- Secretary \$ 11.00
- Employee \$ 10.50



# Business Finance– Wages: Bonuses

At the end of each quarter, a business may have additional profits.

- At the manager's discretion, and after consulting with the teacher, the company may choose to pay bonuses to its employees.



# Business Finance– Getting Hired

This week you will be required to apply for, and be hired by, one of the class's companies.

The steps in this **hiring process** are:

- Fill out a Personality Survey.
- Fill out a Job Application.
- Interview for the Job.

The Instructor will assign you to companies and positions based on the results of the hiring process.



# Business Finance – Getting Hired

Later in this class...

- The manager decides who to hire and how much to pay them.
- If a company is doing very well, it may be able to hire employees from a company that is not doing as well.
- If an employee is not doing their job, the manager has the option of firing them.

**So do your job!**



# Review:

1. What purpose does the company serve?
2. How do you get hired by a company?



# Review:

1. What purpose does the company serve?
  - Sell the products that each student is required to buy.
  - To provide the source of each student's wages.
2. How do you get hired by a company?
  1. Fill out a Personality Survey.
  2. Fill Out a Job Application.
  3. Interview for the Job.
  4. Teacher assigns you based on the first three steps.