

Fyrirtækjasmíðja Ungra frumkvöðla - JA Iceland 2019

Stutt yfirlit yfir verkefni ráðgjafa

JA Company Programme will run in Icelandic upper secondary schools between January and April 2018. Participating students will form their own mini-companies and learn how to run a company. They elect a board of directors, raise share capital, and market and finance a product or service of their own choice. At the end of the programme they close down the company and write a final report to their shareholders. The programme is supported by volunteer mentors from the business community who advise the student companies.

The role of the volunteer: a facilitator

The volunteer's main tasks will be to share knowledge and expertise from the business world with the students, and in particular to:

- Challenge the students to set specific goals.
- Ask for clarification, ask questions and listen actively to the students.
- Be involved in discussions.
- Suggest alternatives and options, but leave it to the students themselves to make the decisions.
- Push for action and ask about results.
- Provide constructive feedback.
- Be a door-opener and help the students to find the right contacts, as well as providing advice on how students should deal with contacts and suppliers.
- Give support, inspire the students, motivate and help them to understand that hard work is necessary to achieve the results they want.
- Give recognition: to be recognised by someone outside school builds self-confidence.

Contact with the student companies

JA Iceland will assign one business volunteer for each class participating to the Company Programme. There may be several mini-companies in each class, on average in groups of 5 students/company. The aim is to have a contact between the business volunteer and each student company at least once per month. This contact can be formal meetings, e-mails, calls or participation in events.

Some critical moments can be:

- The paper works in the beginning and especially the business plan
- Accounting and budgeting
- Preparing for Trade Fairs and Competitions
- Liquidation

Lykildagsetningar vorið 2019

1. **“Sparkið” 11. Janúar kynningarviðburður hér í HR** þar sem Fyrirtækjasmíðjunni 2019 verður ýtt úr vör.
2. **Vörumessa í Smáralind 5. og 6. apríl:** þar sem nemendur munu selja vörur sínar til viðskiptavina
3. **Uppskeruhátíð í Arion banka 30. apríl:** Val á fyrirtæki ársins 2019. Fyrirtækin eru metinn af eftirfarandi atriðum:
 - Vörumessan í Smáralind 5. og 6. apríl, vara og útlit á sýningarbás
 - Ársskýrslu sem á að skila þann 11. apríl kl. 12.00
 - Kynning á vöru á Vörumessu og á sviði á uppskeruhátíð í Arion banka
 - Viðtal við dómnefnd
4. **Evrópukeppni JA - Company of the Year Competition:** Vinningslið í Fyrirtækjasmíðju Ungra frumkvöðla fer í Evrópukeppni JA í Lille, Frakklandi, í byrjun júlí 2019.

Ungir frumkvöðlar - JA Iceland

Petra Bragadóttir

Borgartúni 35, 105 Reykjavík

petra@ungirfrumkvodlar.is (+354-892 2728)

www.ungirfrumkvodlar.is

Facebook: JA Iceland - Ungir frumkvöðlar

Twitter:@JA_Iceland

<p>The procedure and timeframe of establishing the Company Programme in Europe</p>	<p>Time of the year</p>
<p>Step 1 Motivation Whole class – Teacher driven Intro/motivation Creativity exercises and practicing idea generation Learn about previous student company ideas Brainstorm for a real business idea</p>	<p>The first week 2 – 3 hours in class time January</p>
<p>Step 2 Whole class – moving into groups. Teacher driven - Organising Idea generation may continue... Students select the idea they would like to be involved in Groups are established Learn about roles and jobs in the company Prepare for the first meeting with the volunteer Prepare to form the Board of Directors Prepare for the first Board Meeting and discuss the agenda.</p>	<p>The second week 3-6 hours in class time January</p>
<p>Step 3 "Business Groups" – the mini companies are being established. Shaping and Establishing Meet business advisor Hold first "group meeting / board meeting Select a chair of the board Allocate students to different jobs Present the idea to the business advisor and have a discussion. Work on shaping the idea / SWOT/write the business idea Market research Network mapping Prepare documents for the foundation meeting and invite to the meeting Statutes</p>	<p>First meeting with the business advisor – about 1-2 hours Total class time 3-6 hours Early February</p>
<p>Step 4 Ready for action and running the company Agree on who will do what in different jobs. Update / finalise the idea Name for the company Sell shares Bank account Hold the formal foundation meeting</p>	<p>Second meeting with the business volunteer 1 – 2 hours Total class time 2-4 hours February</p>

Give a presentation of the business ideas in the schools / for teachers/ headmaster?	
Preparing for running the company Production plans including budget Marketing plan HR plan? IT plan? Final budget Procurement and production Plan for the year including formal meetings Activity logs Board meetings	Third Meeting with Business volunteer 1-2 hours Total class time 3 – 6 hours Early March
Running the company Production Sell the product / service Weekly meetings Marketing and PR about the company Follow up on plans and finances / budget Formal Board meeting Interim reporting from each department. Arrange Trade Fair in the neighbourhood with other student companies?	Fourth meeting with Business volunteer 1-2 hours + spontaneous contact / e-mails / phone calls. Mainly out of school work / spare time March - April
Step 5– Closing and competitions Preparation for liquidation Participation in competitions / trade fairs Report Closing and Annual General Meeting (AGM) The future	Fifth meeting with Business Volunteer 1-2 hours Total class time 3-4 hours plus students will prepare for their participation in competitions End of April