



Republic of the Philippines  
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
Quezon City Branch



# **JUNIOR MARKETING SOCIETY**

## **A.Y. 2020 – 2021**



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# **JMS MARKETHINK PRESENTS “A BASIC GUIDE IN BUILDING WEALTH THROUGH STOCK MARKET”**

Page | 3

PUP Quezon City Branch, Don Fabian St., Commonwealth Quezon City Phone: (Direct Lines) 9527817; 4289144; 9577817 Email: [commonwealth@pup.edu.ph](mailto:commonwealth@pup.edu.ph) / Website: [www.pup.edu.ph](http://www.pup.edu.ph)

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# **DOCUMENTATION (WEBINAR)**

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**PRE – EVENT POSTING**

 Junior Marketing Society - JMS PUPQC  
Apr 19 •

What's up, Madlang Marketistas? It's CHOW-time!

While we fill our stomachs with delectable home dishes, let us also feed our hungry minds.

Junior Marketing Society shares another opportunity to satiate your cravings on fundamental knowledge of Stock and Stock Market with another webcast titled, "Markethink Presents: A Basic Guide in Building Wealth Through the Stock Market" via FB Live on April 29, 2021, 2:00 pm to 4:00 pm.

To learn more, tune in at our official Facebook page and other social media platforms and watch out for updates.  
Instagram: jmspupqc  
Twitter: @jmspupqc  
YouTube: JMS PUPQC

Also, help us in giving you the maximum experience by answering this pre-survey through this link:  
<https://cutt.ly/dvRP5kt>

Thank you, everyone. Take care and see you on our next announcement!

#TogetherWithJMS



MARKETHINK PRESENTS:  
A BASIC GUIDE IN BUILDING WEALTH THROUGH STOCK MARKET

APRIL 29, 2021 2:00 PM - 4:00 PM via FB LIVE

JMS - PUPQC Markethink Presents



Junior Marketing Society - \*\*\*  
PUPQC

Apr 23 • 0

Let us make our delightful chowtime even more delightful as we reveal to you our first guest speaker!

Get your platter ready because Mr. Jave Villeges is set to serve us fresh and delectable chunks of knowledge about the stock market! He is a certified Life Insurance Underwriter and the Senior Marketing Director of International Marketing Group, who is not new to public speaking as he delivers numerous informational speeches about savings and investing. His impressive experiences in his career catapults him to success, hence, his becoming as the founder of Rich Pinoy Society.

Learn more fundamental knowledge about stock and stock market on our webcast titled, "Markethink Presents: A Basic Guide in Building Wealth through Stock Market" via Facebook Live on April 29, 2021, 2:00 PM to 4:00 PM.

Check out Junior Marketing Society - PUPQC official pages!  
Instagram: jmspupqc  
Twitter: @jmspupqc  
YouTube: JMS PUPQC

We will see you there, Junior Marketistas! ❤

#JMSMarkethinkPresents  
#TogetherWithJMS

The post features a photo of Mr. Jave Villeges, identified as the 'GUEST SPEAKER' and 'MR. JAVE VILLEGES'. He is described as the 'Senior Marketing Director' of 'International Marketing Group'. The background shows a grid pattern with some lines and shapes. Below the photo, the text reads: 'MARKETHINK PRESENTS: A BASIC GUIDE IN BUILDING WEALTH Through STOCK MARKET'. At the bottom of the post, there are engagement metrics: 'Khel Marquez and 57 others' liked it, and '27 Shares'.



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 Junior Marketing Society - PUPQC  
Apr 24 • 

We hope you had enough time to digest our last announcement because today, JMS officially presents the cook of our webcast's second course.

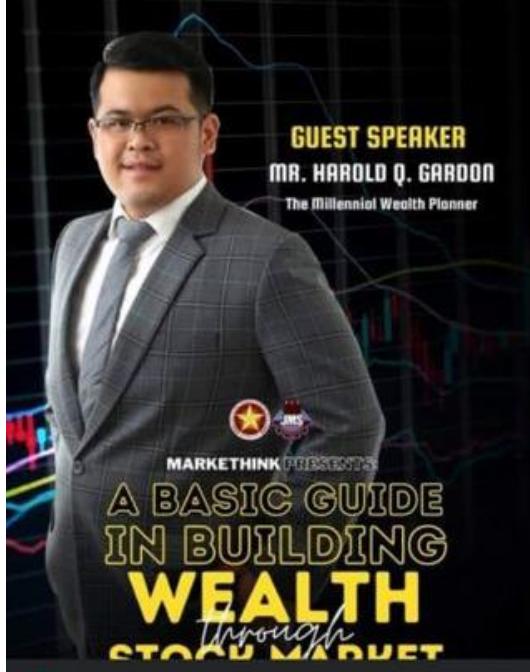
Grab your spoon and fork as Mr. Harold Gardon scoops you the bread and butter of stock market! He is a graduate of Masters in Business Administration at Ateneo De Manila University. Furthermore, he had rich corporate experience in customer development and distribution management in Monde Nissin, Colgate-Palmolive, and Rebisco. Currently, his expertise as Financial Advisor in PruLife UK leads him to his breakthrough, consequently becoming renowned as the one and only The Millennial Wealth Planner.

Satiate your cravings with fundamental information about stock and stock market on our webcast titled, "Markethink Presents: A Basic Guide in Building Wealth through Stock Market" via Facebook Live on April 29, 2021, 2:00 PM to 4:00 PM.

Check out Junior Marketing Society - PUPQC official pages!  
Instagram: jmspupqc  
Twitter: @jmspupqc  
YouTube: JMS PUPQC

Bon appetit, Junior Marketistas! ❤️

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GUEST SPEAKER  
MR. HAROLD Q. GARDON  
The Millennial Wealth Planner

MARKE THINK PRESENTS  
A BASIC GUIDE IN BUILDING WEALTH Through STOCK MARKET

Khel Marquez and 80 others 26 Shares

 Like  Comment  Share



 Junior Marketing Society - JMS PUPQC  
Apr 26 •

The food is ready to be served!

Let's seize the opportunity to absorb delightful chunks of information about stock and stock market this Thursday!

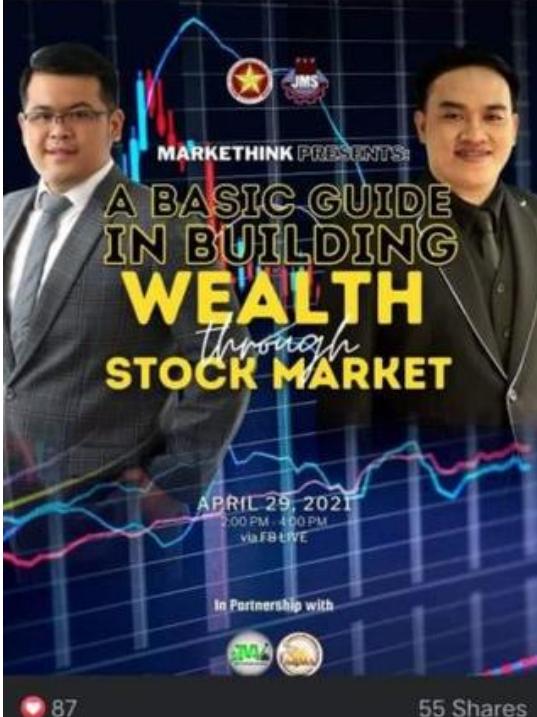
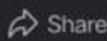
Come dine with us as we serve you a succulent full-course meal that relishes the bread and butter of the stock market in our webcast entitled: "Markethink Presents: A Basic Guide in Building Wealth through Stock Market" with outstanding speakers, Mr. Harold Gardon and Mr. Jave Villeges, on April 29, 2021, from 2:00 PM to 4:00 PM, via Facebook Live.

Have your meal while it's warm! So, what are you waiting for? Register now to be sure we will see you there! Click here for Partner Schools: <https://cutt.ly/9v84kxB>

Stay updated with important news and announcements by following our official Facebook page and other social media accounts!  
Instagram: jmspupqc  
Twitter: @jmspupqc  
YouTube: JMS PUPQC

In partnership with:  
Junior Marketing Association PUP Taguig  
Adamson Junior Marketing Association (AdJMA)

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#TogetherWithJMS

  
MARKETHINK PRESENTS  
**A BASIC GUIDE IN BUILDING WEALTH through STOCK MARKET**  
APRIL 29, 2021  
2:00 PM - 4:00 PM  
via FB LIVE  
In Partnership with  
  
  
87 55 Shares  
 Like  Comment  Share



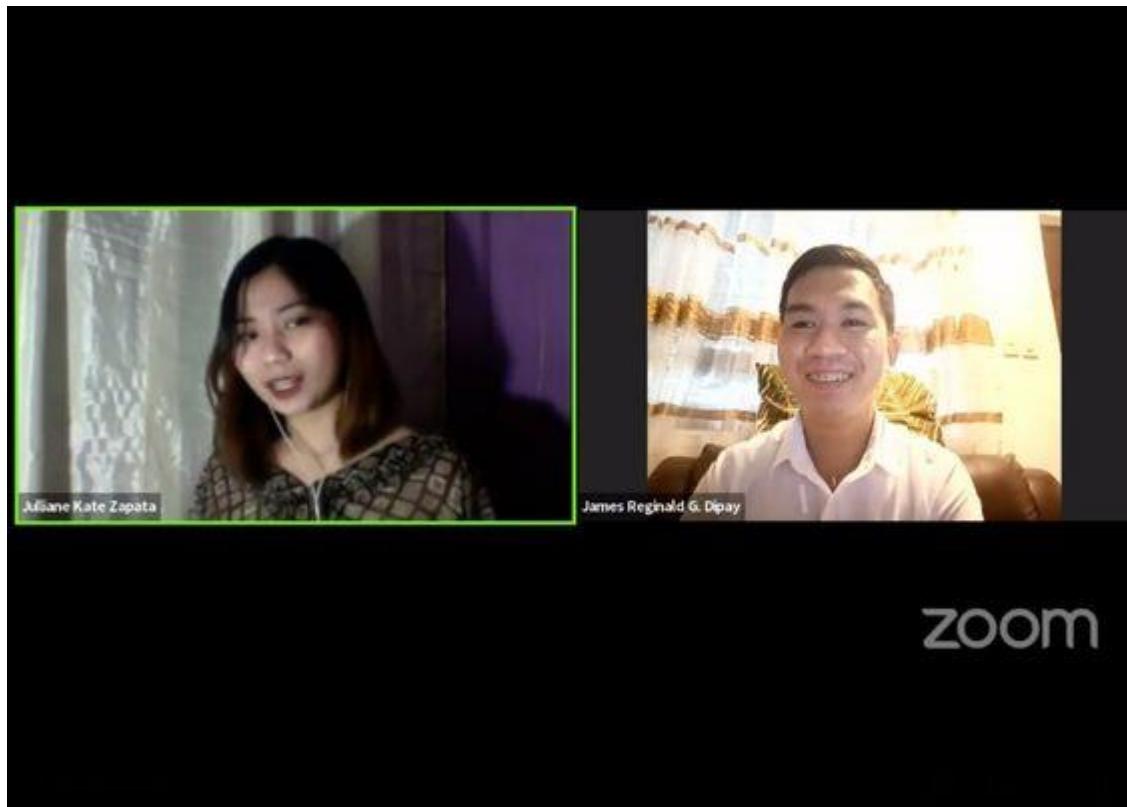
**DURING THE EVENT**



**The event started by a Doxology headed by Ms. Chesska Boysillo**



**We heard an Introduction speech from the President of Junior Marketing Society, Mr. Jomel Tugade Rabadon.**



**The event hosts are Mr. James Reginald Dipay and Juliene Kate Zapata**



**Introducing the first guest speaker, Mr. Jave Villeges, A Senior Marketing Director in International Marketing Group**



THE SECRET  
TO SAVING  
AND  
INVESTING

JAVE J. VILLEGES  
IMG Financial Educator

zoom

**Mr. Jave Villeges, Discussed the secret to saving and investing.**



**A Question and Answer with the host and the first guest speaker.**



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**A Special performance from Parokya ni Ninang that let us feels what goosebumps really is.**



**Introducing the second guest speaker, Mr. Harold Gardon, A Millenial wealth planner.**



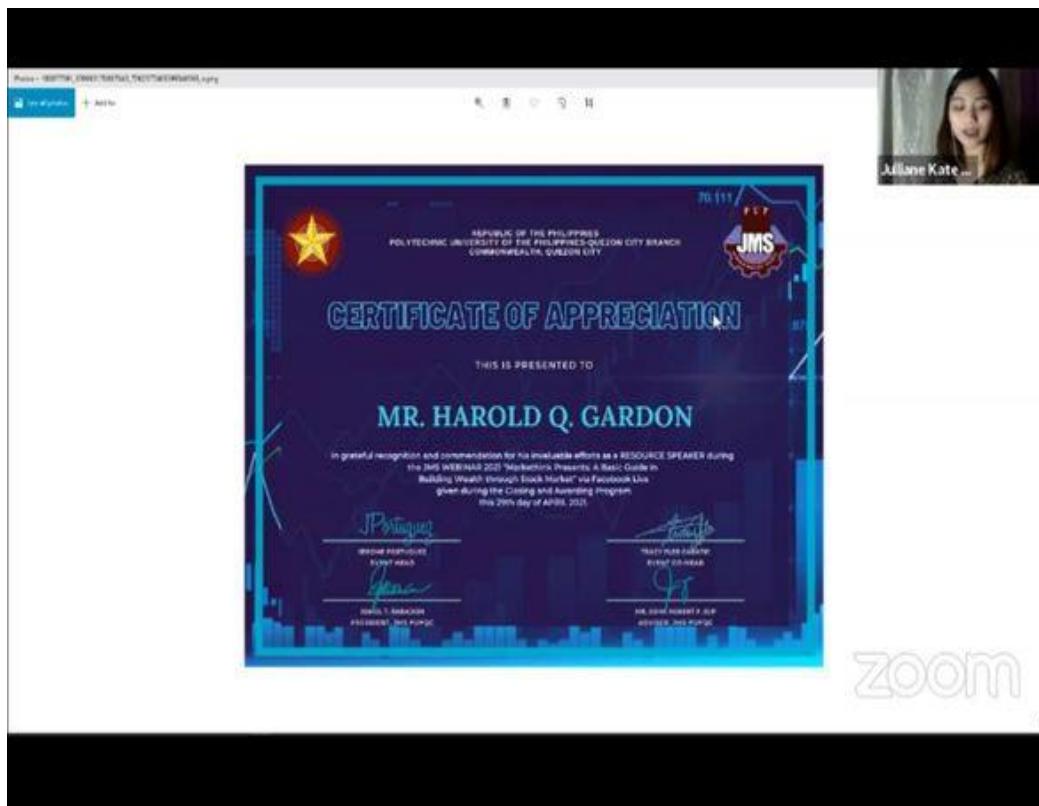
**Mr. Harold Gardon shared the ultimate measure of wealth.**



**A Question and Answer talk with the hosts and second guest speaker.**



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**Giving recognition for the two guest speaker who shared and let us explore the world of stock market.**



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**An Outro message from the event head and the Vice President for Administration.**



**Ended the event by singing the PUP HYMN**



**POST – EVENT POSTING**

 Junior Marketing Society - PUPQC • ...  
6d •

Share us your thoughts about in today's webinar entitled, "Markethink Presents: A Basic Guide in Building Wealth Through Stock Market".

Comment down below your answers and chosen winners will get 100 pesos worth of GCash load/ credits each that we will announce in our FB Live Stream later.

See you, Marketistas!

#MarkethinkPresents  
#TogetherWithJMS

 56      20 Comments • 11 Shares



Junior Marketing Society - PUPQC  
6d • 6

What makes a full-course meal of rich discussions more delightful is the desserts!

As we soup up our mealtime with meat-and-potatoes of the stock market, let us enjoy the palatable performance brought to us by Parokya ni Ninang from BSBA MM 2-2!

Make your hearts melt on their performance while we satisfy your cravings with fundamental knowledge about the stock and stock market in JMS webcast titled: "Markethink Presents: A Basic Guide in Building Wealth through Stock Market," via Facebook Live tomorrow, April 29, 2021, from 2:00 PM to 4:00 PM.

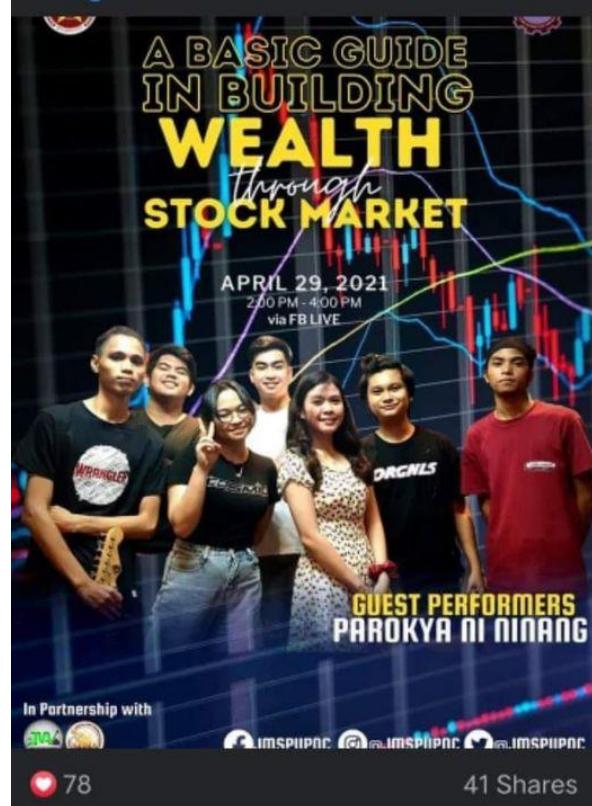
Be well informed of important news and announcement by following Junior Marketing Society - PUPQC official social media accounts!  
Facebook: [facebook.com/JMSPUPQC](https://facebook.com/JMSPUPQC)

Instagram: [twitter.com/jmspupqc](https://twitter.com/jmspupqc)  
Twitter: [instagram.com/jmspupqc](https://instagram.com/jmspupqc)  
YouTube: <https://cutt.ly/Gby5sO3>

See you all there, Junior Marketistas!



#JMSMarkethinkPresents  
#TogetherWithJMS





Junior Marketing Society - PUPQC

5d • 0

### CRAVINGS SATISFIED!

Markethink Presents: A Basic Guide in Building Wealth through Stock Market would not be filled with informative discussions about the stock market without the profound contributions of our outstanding guest speakers, Mr. Harold Gardon and Mr. Jave Villeges. JMS will always be grateful to you as you help us serve our purpose!

Junior Marketing Society would like to extend its sincere gratitude to all Marketistas and partner schools who actively participate and continuously support our cause in the #JMSMarkethinkPresents webcast! This event would not be possible without your presence.

Also, we would like to acknowledge the Parokya ni Ninang of BSBA MM 2-2 for making our event more exciting with their soulful performance. ❤️

We hope that today's webcast helps you forward to a crucial step in understanding the strong point of investing in the stock market!

Connect with Junior Marketing Society - PUPQC!

Facebook: [facebook.com/JMSPUPQC](https://facebook.com/JMSPUPQC)

Instagram: [instagram.com/jmspupqc](https://instagram.com/jmspupqc)

Twitter: [twitter.com/jmspupqc](https://twitter.com/jmspupqc)

YouTube: [cutt.ly/Gby5sO3](https://cutt.ly/Gby5sO3)

#JMSMarkethinkPresents  
#TogetherWithJMS





Junior Marketing Society - PUPQC

4d • 0

JMS kicked-off its 2nd Sem's 1st Webinar

Polytechnic University of the Philippines Quezon City Branch Junior Marketing Society (PUPQC JMS) successfully conducted its first webinar for the second semester of current academic year entitled "Markethink Presents: A Basic Guide in Building Wealth through Stock Market" via Facebook live last April 29, 2021.

The webinar focused on two main topics such as The Secret to Saving and Investing which was discussed by Mr. Jave Villeges, an IMG Financial Educator, and Mr. Harold Gardon, The Millenial Wealth Planner discussed strategies on how to Achieve Financial Freedom by Building Wealth through Stocks.

Mr. Villeges highlighted that in investing, THE HIGHER THE RETURN IS, THE HIGHER THE RISK LIES ON IT. Investing is not instant. According to him, building a solid financial foundation is like building a house – you build it from the ground up.

Mr. Villeges highlighted that in investing, THE HIGHER THE RETURN IS, THE HIGHER THE RISK LIES ON IT. Investing is not instant. According to him, building a solid financial foundation is like building a house – you build it from the ground up.

On the other hand, Mr. Gardon encourages Marketistas to start investing to stock market for it will serve as a long-term investment leading for financial success.

Truly, investment is a must. It plays a vital role in financial security and stability for oneself's future. With this, let's strive hard and let's spend our money efficiently to save for our family's future.

#TogetherWithJMS



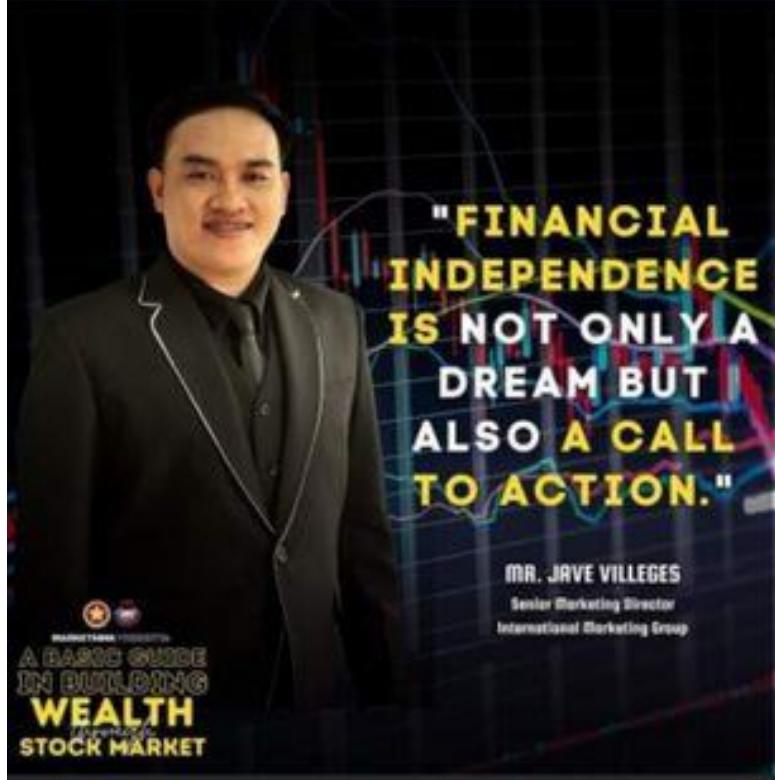


 Junior Marketing Society - ...  
PUPQC  
4d •

That was a delicious meal,  
Marketistas!

Let's take a look at the astonishing reminder of Mr. Jave Villeges, the Senior Marketing Director of International Marketing Group, about "The Secret to Saving and Investing" during JMS webcast entitled: "Markethink Presents: A Basic Guide in Building Wealth through Stock Market."

#JMSMarkethinkPresents  
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40 Shares

10 Shares



 Junior Marketing Society - ...  
PUPQC  
4d •

Yesterday's webcast brought us food for thought!

Refresh our craving minds with the noteworthy lesson from Mr. Harold Gardon, the Millennial Wealth Planner, about "Achieving Financial Freedom by Building Wealth through Stocks" during JMS webcast titled: "Markethink Presents: A Basic Guide in Building Wealth through Stock Market."

#JMSMarkethinkPresents  
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# APPENDICES



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# COMMUNICATION LETTERS



POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
**JUNIOR MARKETING SOCIETY**



**JMS EXECUTIVE BOARD**  
**A.Y. 2020-2021**

**JOMEL RABADON**

JMS PRESIDENT

**REA OLIVEROS**

EXECUTIVE VICE PRESIDENT

**JUDYLEN TALAMAN**

EXECUTIVE SECRETARY

**JEROME PORTUGUEZ**

VP FOR ADMINISTRATION

**MELANIE MARQUEZ**

VP FOR FINANCE

**SELEENA DELA CRUZ**

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**MARK LESTER MATEO**

VP FOR DIGITAL TRANSFORMATIONS

**JOHN MICHAEL MARQUEZ**

VP FOR RESEARCH AND EXTENSION

**TRACY FLER CABATIC**

VP FOR STUDENT RELATIONS

**EXCELSIS SAONOY JR.**

AVP FOR ADMINISTRATION

**YVES PATRICK IBAÑEZ**

AVP FOR FINANCE

**JOHN LEXTER BERDIN**

AVP FOR COMMUNICATION

**LEIGH ANNE GARCIA**

AVP FOR DIGITAL TRANSFORMATIONS

**EDNA MOAÑA**

AVP FOR RESEARCH AND EXTENSION

**KAREN JOY ZUÑIGA**

AVP FOR STUDENT RELATIONS

**ARNOLD CACHUELA**

EXECUTIVE COORDINATOR

**PROF. JHANNO ISIP**

ADVISER, PUPQC JMS

"The Future of Business is Social. So Dream Big. Start Small. But most of all, Start!"

**26 April 2021**

Dear Sir/Ma'am:

Greetings of Marketing Excellence!

We represent the **Junior Marketing Society (JMS)**, the official academic organization of marketing students in PUP Quezon City. JMS will be having its **final webinar** for A.Y. 2020-2021 with the theme, "**A Basic Guide in Building Wealth Through the Stock Market**" on **April 29, 2021 (Thursday)**. The livestream will start at **2:00pm until 4:00pm** via **Facebook Live on JMS Page**.

The objectives of this webinar are as follows:

- Acquire knowledge with regard to stock market
- Recognize different concepts and terms associated to stock market
- Discover ideas in the field of investing

In line with this, we are inviting **JMS students (1<sup>st</sup> year to 4<sup>th</sup> year)** to join in our webinar. We firmly believe that your participation is of great help on the success of our organization.

We look forward for your positive confirmation. Indeed, it would be an honor for us to have you in our event. Should you have any concerns and/or queries regarding this matter, kindly contact our **Executive Secretary, Ms. Judylen Talaman**, through her email, [judelyntalaman@gmail.com](mailto:judelyntalaman@gmail.com).

Thank you and God bless!

Yours Respectfully,

**JUDYLEN TALAMAN**

Executive Secretary, PUPQC JMS

**JOMEL RABADON**

President, PUPQC JMS

Noted by:

**PROF. JHANNO ISIP**

Adviser, PUPQC JMS



**Programme**

**MarkeThink Presents:**

**A Basic Guide in Building Wealth Through the Stock Market**

**(WEBINAR)**

**April 29, 2021**

**Thursday, 02:00pm to 04:00pm**

**Facebook Live**

Doxology	02:00pm – 02:03pm
Introduction of the Host	02:03pm – 02:08pm
Opening Remarks (JMS President).	02:08pm – 02:10pm
<b>Webinar First Speaker</b> <i>Mr. Jave Villegas</i> <i>Senior Marketing Director, International Marketing Group</i>	02:10pm – 02:40pm
Question and Answer	02:40pm – 02:55pm
Intermission Number (MM 2-2).	02:55pm – 03:05pm
<b>Webinar Second Speaker</b> <i>Mr. Harold Gardon</i> <i>The Millennial Wealth Planner</i>	03:05pm – 03:35pm
Question and Answer.	03:35pm – 03:50pm
Awarding of Certificates	03:50pm – 03:54pm
Closing Remarks (JMS VP for Administration)	03:54pm – 03:57pm
PUP Hymn	03:57pm – 04:00pm

**Ms. Julliane Kate Zapata & Mr. James Reginald Dipay**  
**MASTER OF CEREMONY**

**JMS**



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# LIST OF OFFICERS



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**JUNIOR MARKETING SOCIETY**



**JMS EXECUTIVE BOARD  
A.Y. 2020 - 2021**

NAME	POSITION	SECTION	STUDENT NUMBER	CONTACT INFORMATION
<b>Jomel Rabadon</b>	President	MM 4-1	2017-00046-CM-0	09452063203 <a href="mailto:jtrabadon@gmail.com">jtrabadon@gmail.com</a>
<b>Rea Oliveros</b>	Executive Vice President	MM 3-1	2018-00341-CM-0	09283488651 <a href="mailto:reaoliveros1203@gmail.com">reaoliveros1203@gmail.com</a>
<b>Judylen Talaman</b>	Executive Secretary	MM 2-1	2019-00132-CM-0	09213658711 <a href="mailto:judelyntalaman@gmail.com">judelyntalaman@gmail.com</a>
<b>Jerome Portuguez</b>	Vice President for Administration	MM 3-1	2018-00403-CM-0	09550744892 <a href="mailto:jeromeport212@gmail.com">jeromeport212@gmail.com</a>
<b>Mark Lester Mateo</b>	Vice President for Digital Transformation	MM 3-1	2018-00529-CM-0	09454970533 <a href="mailto:marklex1113@gmail.com">marklex1113@gmail.com</a>
<b>Seleena Dela Cruz</b>	Vice President for Communication	MM 2-1	2019-00042-CM-0	09388667265 <a href="mailto:seleenazi07@gmail.com">seleenazi07@gmail.com</a>
<b>Tracy Fler Cabatic</b>	Vice President for Student Relations	MM 3-2	2018-00215-CM-0	09126014357 <a href="mailto:fлерtracy@gmail.com">fлерtracy@gmail.com</a>
<b>Melanie Marquez</b>	Vice President for Finance	MM 4-1	2017-00114-CM-0	09186459274 <a href="mailto:cinateruel@gmail.com">cinateruel@gmail.com</a>
<b>John Michael Marquez</b>	Vice President for Research and Extension	MM 4-1	2017-00112-CM-0	09197903554 <a href="mailto:super.khel27@gmail.com">super.khel27@gmail.com</a>
<b>Excelsis Saonoy Jr.</b>	Assistant Vice President for Administration	MM 3-2	2018-00362-CM-0	09165666985 <a href="mailto:saonoy.excelsis@gmail.com">saonoy.excelsis@gmail.com</a>
<b>Leigh Anne Garcia</b>	Assistant Vice President for Digital Transformation	MM 2-2	2019-00002-CM-0	09100442739 <a href="mailto:garcialeigh01@gmail.com">garcialeigh01@gmail.com</a>
<b>John Lester Berdin</b>	Assistant Vice President for Communication	MM 2-1	2019-00260-CM-0	09195388697 <a href="mailto:sctlexberdin@gmail.com">sctlexberdin@gmail.com</a>
<b>Karen Zuniga</b>	Assistant Vice President for Student Relations	MM 2-2	2019-00246-CM-0	09301916651 <a href="mailto:zunigakarenjoy2@gmail.com">zunigakarenjoy2@gmail.com</a>
<b>Yves Patrick Ibanez</b>	Assistant Vice President for Finance	MM 2-1	2019-00099-CM-0	09098998918 <a href="mailto:yvespatrick12345@gmail.com">yvespatrick12345@gmail.com</a>
<b>Edna Moana</b>	Assistant Vice President for Research and Extension	MM 3-2	2018-00360-CM-0	09383400839 <a href="mailto:cdnabeltranmoana24@gmail.com">cdnabeltranmoana24@gmail.com</a>
<b>Arnold Cachuela</b>	Executive Coordinator	MM 2-2	2019-00223-CM-0	09561434525 <a href="mailto:cachuelaarnold5@gmail.com">cachuelaarnold5@gmail.com</a>

**PROF. JHANNO ISIP**  
Adviser

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## **MINUTES OF THE MEETING**



Date: April 24, 2021

## MINUTES OF THE MEETING

### Agenda

- Preparation for Webinar
- Partner Schools

### Proceedings

- Webinar

- Hosts will be Julliane Kate Zapata and James Reginald Dipay
- Prepare Invitation letter for participants

Important Dates:

- April 26 – Posting of official poster
- April 28 – Posting for guest performer
- April 28 – Dry run
- April 29 – Webinar

- Tasks for Partner Schools

Due within this week.

- 1-1 and 1-2 – UP Junior Marketing Association

- 15 likes for Markethink webinar poster
- 15 likes for Markethink webinar
- 6 likes for Markethink speaker reveal
- 5 attendees for Markethink webinar
- 10 likes for PUP JMA MarkEd 360 page
- 15 likes for MarkEd 360 poster
- 15 likes for MarkEd 360 Premier Next

JMS



15 likes for MarkEd 360 case partner rpubmat

➤ 2-1 and 2-2 - FEU Junior Marketing Association

30 participants on FEUJMA webinar

25 likes for FEUJMA page

20 follows at Twitter and Instagram og FEUJMA

15 likes and shares on all posted FEUJMA pubmats

➤ 3-1 and 3-2 – NU Junior Marketing Association

40 likes and follows on NUJMA's Facebook, Twitter, and Instagram accounts

40 likes for Glomast post

30 participants for webinar

➤ 4-1 Ateneo – ACTM

20 likes for ACTM Camp IMC page

20 shares for maim posters

10 ambassadors and 2 teams

### CLASS REPRESENTATIVES

NAME	COURSE AND SECTION	
Bea Isabelle Salibio	BSBA MM 1-1	
Harvey Mangilan	BSBA MM 1-2	
Angelo Legaspi	BSBA MM 2-1	
Julliane Kate Zapata	BSBA MM 2-2	PRESENT
Michi Buenaventura	BSBA MM 3-1	PRESENT
Mhey Bautista	BSBA MM 3-2	
Jade Eusebio	BSBA MM 4-1	



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NAME	POSITION	
Jomel Rabadon	President	<b>PRESENT</b>
Rea Oliveros	Executive Vice President	<b>PRESENT</b>
Judylen Talaman	Executive Secretary	<b>PRESENT</b>
Jerome Portuguez	VP For Administration	<b>PRESENT</b>
Melanie Marquez	VP For Finance	<b>PRESENT</b>
Seleena Dela Cruz	VP For Communication	
Mark Lester Mateo	VP For Digital Transformation	<b>PRESENT</b>
John Michael Marquez	VP For Research Development and Extension	<b>PRESENT</b>
Tracy Fler Cabatic	VP For Student Relations	<b>PRESENT</b>
Excelsis Saonoy Jr.	AVP For Admininstration	<b>PRESENT</b>
Yves Patrick Ibañez	AVP For Finance	<b>PRESENT</b>
John Lexter Berdin	AVP For Communication	<b>PRESENT</b>
Leigh Ann Garcia	AVP For Digital Transformation	<b>PRESENT</b>
Edna Moaña	AVP For Research Development and Extension	<b>PRESENT</b>
Karen Joy Zuniga	AVP For Student Relations	<b>PRESENT</b>
Arnold Cachuela	Executive Director	<b>PRESENT</b>
Arana Venise Dacoco	JMS Alumni Relations Director	
Prof. Jhanno Isip	Adviser	

**JMS**



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**Judylen Talaman**  
Executive Secretary

**Jomel Rabadon**  
JMS, President

**Prof. Jhanno Isip**  
JMS, Adviser

# JMS



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POLYTECHNIC UNIVERSITY OF THE PHILIPPINES  
Quezon City Branch

# GOVERNANCE MEETING



**Date: March 29, 2021**

**MINUTES OF THE MEETING**

**Agenda**

- Assess the past performance of the organization and open profound discussion for positive and constructive feedbacks
- Create developmental plan for second semester for AY 2020-2021
- Empower current student leaders and introduce the Leadership Mentoring for potential student leaders

**Proceedings**

- Departmental Report
  - Admin: There are visible improvements in sponsorship and connection to partner schools and organizations. Strategic planning for target sponsors is still on progress.
  - Digital Transformation: So far, the department is doing plans and lay-outs for the publishing materials for the upcoming events.
  - Communication: AVP for communication presented the whole performance and engagements of the online pages of JMS. From 1,486 Facebook page followers last December it ascends to 1,900 this March.
  - Finance: Financial records for the whole semester were presented. The total cash on hand at this moment is P9,473.80.
  - Research and Extensions: Collection of data and previous research and studies is still on going for JMS Archives
  - Student Relations: Problems and concerns received from marketing students for the first semester were presented. Some of these are grade issues, class re-election, financial support, and concerns about professors. VP for Student Relations also mentioned the success of donation drive headed by the Marketing Society Risk Management Team of JMS.
- Leadership Mentoring



- Five (5) students will undergo leadership mentoring (Bea Isabelle Salibio from MM 1-1, Harvey Mangilan, Jacob Fernando and Luigene Cajandab from MM 2-2, and John Wally Tocmo from MM 2-1).
  - VPs from all the departments will talk about their duties and responsibilities during the sessions. This mentoring is composed of five to six sessions.
- Proposed programs for second semester
- JMS Webinar
  - MMFF 2021: Behind The Scenes
  - JMS AD CLASH (Short Film)
  - Job Fair
  - Gawad Marketista
- Concerns from class representatives will be discussed next meeting.

#### ATTENDANCE

JMS EXECUTIVE BOARD		Position	
Jomel Rabalon		President	PRESENT
Rea Oliveros		Executive Vice-President	PRESENT
Judylen Talaman		Executive Secretary	PRESENT
Arnold Cachuela		Executive Coordinator	PRESENT
Jerome Portuguez		VP for Administration	PRESENT
Excelsis Saonoy		AVP for Administration	PRESENT
Mark Lester Mateo		VP for Digital Transformation	PRESENT
Leigh Anne Garcia		AVP for Digital Transformation	PRESENT
Seleena Dela Cruz		VP for Communication	PRESENT
John Dexter Berdin		AVP for Communication	PRESENT
Melanie Marquez		VP for Finance	PRESENT
Yves Patrick Ibañez		AVP for Finance	PRESENT
John Michael Marquez		VP for Research and Extensions	PRESENT



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# CONSTITUTION AND BYLAWS

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#### PREAMBLE

We, the Marketing Management Students of the Polytechnic University of the Philippines, Quezon City Branch bind ourselves with the guidance of Almighty God, with the aspiration of upholding the standard of marketing management education by promoting academic excellence, leadership, unity, and equity, hereby do ordain and promulgate this constitution.

#### VISION

The Junior Marketing Society envisions that the organization will serve as the premier academic organization contributing to the total achievement of the student's advancement and excellence in their academics, as well as the realization of the university's goals and aspirations, by the encouragement of the continuous effort and perseverance of its members.

#### MISSION

The Junior Marketing Society is the student organization of Bachelor of Science in Business Administration major in Marketing Management that aims for quality leadership, unity, and equity for the development of its co-students, and serves as the foundation of teamwork and academic excellence of the students as well as the university.

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<b>Article I</b>	Name and Nature of Organization
<b>Article II</b>	Logo and Its Description
<b>Article III</b>	Declaration of Principles
<b>Article IV</b>	Statement of Objectives
<b>Article V</b>	Membership
<b>Article VI</b>	Duties and Responsibilities of Members
<b>Article VII</b>	Bill of Rights
<b>Article VIII</b>	the Organization
<b>Article IX</b>	Duties and Responsibilities of Organization Officers
<b>Article X</b>	Commission on Election
<b>Article XI</b>	System of Election
<b>Article XII</b>	Election of Organization Officers
<b>Article XIII</b>	Organization Fund
<b>Article XIV</b>	Accountability of the Officers
<b>Article XV</b>	Removal of Officers
<b>Article XVI</b>	Student Disciplinary Measures
<b>Article XVII</b>	Business Meetings
<b>Article XVIII</b>	Junior Marketing Society Adviser
<b>Article XIX</b>	Effectivity

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- Section 7. Members shall have the freedom of suffrage.
- Section 8. All Marketing Management class officers and active members, to be determined by the JMS Executive Board, shall exercise their right to vote during the election, to seek any elective positions, and suggest or raise criticism or complaints.
- Section 9. Members shall have the right to undertake research, discuss findings and recommendations pertaining thereto, by the principles of the Junior Marketing Society and academic freedom.
- Section 10. Every member shall have the right to inspect and examine the book of accounts, the minutes' book, and other records of the organization with the following conditions:
- 10.1. For the book of accounts, a Letter of Intent signed by the petitioner and class president shall be submitted to the auditor of Supreme Student Council for consideration and validation and shall seek approval from the Head of Office of the Student Affairs and Services of the university.
  - 10.2. For minutes' book and other records of the organization, a Letter of Intent signed by the petitioner and class president shall be submitted to the secretary-general of Supreme Student Council for consideration and validation and shall seek approval from the Head of Office of the Student Affairs and Services of the university.
- Section 11. Every member shall have access to all information regarding the programs, projects, and plans of the organization.

#### ARTICLE VIII THE ORGANIZATION

- Section 1. The Junior Marketing Society Executive Board shall be the highest policy decision-making body of the organization.
- Section 2. The JMS Executive Board shall comprise of the following:
- a. President
  - b. Executive Vice President
  - c. Executive Secretary
  - d. Executive Coordinator
  - e. Vice President for Administration
  - f. Vice President for Communications
  - g. Vice President for Digital Transformation
  - h. Vice President for Finance
  - i. Vice President for Research and Extension
  - j. Vice President for Student Relations
  - k. Assistant Vice President for Administration
  - l. Assistant Vice President for Communications



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### ARTICLE III DECLARATION OF PRINCIPLES

- Section 1. The Junior Marketing Society is a nationalist, democratic, autonomous, and academic student organization.
- Section 2. The Junior Marketing Society stands and advances a nationalist, free, scientific, and technological system of education.
- Section 3. The Junior Marketing Society shall protect and promote student's rights, interests, and welfare.
- Section 4. The Junior Marketing Society may freely support and actively participate in the struggle of the academic sector and non-academic sector for people's rights, interests, and welfare.
- Section 5. The Junior Marketing Society shall encourage, actively participate, and support the development of the struggle for an illegal-drug free university.
- Section 6. The Junior Marketing Society shall create venues for the ideas and sentiments of the students.
- Section 7. The Junior Marketing Society shall create civic awareness and discipline among students.
- Section 8. The Junior Marketing Society shall promote and uphold women and children's rights and welfare as one of their contributions to the community outside the campus.

### ARTICLE IV STATEMENT OF OBJECTIVES

- Section 1. The organization is formed for the following purposes:
  - 1.1 To foster harmonious relationship among Bachelor of Science in Business Administration major in Marketing Management students.
  - 1.2 To promote the exchange of ideas and information in the form of symposia, lectures, research, demonstrations/workshops, and the like for the upgrading of the members.
  - 1.3 To promote the interaction among Bachelor of Science in Business Administration major in Marketing Management students in the form of recreational activities like sports fests, parties, and the like.
  - 1.4 To cooperate with the Polytechnic University of the Philippines administration policies together with its instrumentalities in the execution of administrative policies that will rebound to the benefit of the students.



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**ARTICLE V  
MEMBERSHIP**

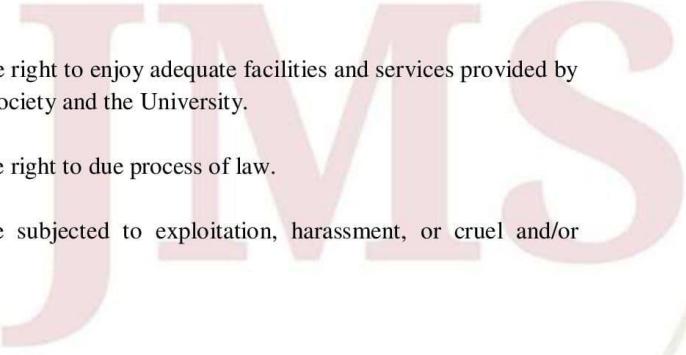
- Section 1. Membership in this organization shall compose of all Bachelor of Science in Business Administration major in Marketing Management bona fide students at this University pledge to its aims and purposes and is willing to accept responsibilities.

**ARTICLE VI  
DUTIES AND RESPONSIBILITIES OF MEMBERS**

- Section 1. Every member shall always observe the laws of the land, rules, and regulations of the University and uphold this constitution.
- Section 2. Every member shall help and render an academic atmosphere conducive to peace and harmony among various sectors of the University.
- Section 3. Every member shall exercise his rights and responsibilities with due regard for the rights of fellow students and other members of the PUP community.
- Section 4. Every member shall participate directly or indirectly in any organizational endeavor towards the achievement of its objectives and plans.
- Section 5. Every member shall fulfill all membership requirements levied by the JMS Executive Board.

**ARTICLE VII  
BILL OF RIGHTS**

- Section 1. Members shall have the right to information on matters affecting them.
- Section 2. Every member shall undergo orientation on the nature, objectives, and functions of the organization.
- Section 3. Members shall have the right to appeal decisions affecting their rights, interests, and welfare.
- Section 4. Members shall have the right to enjoy adequate facilities and services provided by the Junior Marketing Society and the University.
- Section 5. Members shall have the right to due process of law.
- Section 6. Members shall not be subjected to exploitation, harassment, or cruel and/or unusual punishment.

  
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- Section 7. Members shall have the freedom of suffrage.
- Section 8. All Marketing Management class officers and active members, to be determined by the JMS Executive Board, shall exercise their right to vote during the election, to seek any elective positions, and suggest or raise criticism or complaints.
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- 10.1. For the book of accounts, a Letter of Intent signed by the petitioner and class president shall be submitted to the auditor of Supreme Student Council for consideration and validation and shall seek approval from the Head of Office of the Student Affairs and Services of the university.
  - 10.2. For minutes' book and other records of the organization, a Letter of Intent signed by the petitioner and class president shall be submitted to the secretary-general of Supreme Student Council for consideration and validation and shall seek approval from the Head of Office of the Student Affairs and Services of the university.
- Section 11. Every member shall have access to all information regarding the programs, projects, and plans of the organization.

## ARTICLE VIII THE ORGANIZATION

- Section 1. The Junior Marketing Society Executive Board shall be the highest policy decision-making body of the organization.
- Section 2. The JMS Executive Board shall comprise of the following:
- a. President
  - b. Executive Vice President
  - c. Executive Secretary
  - d. Executive Coordinator
  - e. Vice President for Administration
  - f. Vice President for Communications
  - g. Vice President for Digital Transformation
  - h. Vice President for Finance
  - i. Vice President for Research and Extension
  - j. Vice President for Student Relations
  - k. Assistant Vice President for Administration
  - l. Assistant Vice President for Communications



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L. Assistant Vice President for Communications



- m. Assistant Vice President for Digital Transformation
- n. Assistant Vice President for Finance
- o. Assistant Vice President for Research and Extension
- p. Assistant Vice President for Student Relations

Section 3. The JMS Executive Board shall hold monthly Governance Meeting which will be presided by the JMS President. However, for matters of immediate concern, the President through the Executive Vice President may call a special meeting.

Section 4. In case of absence of the President at the bimonthly meeting,

4.1 The Executive Vice President shall preside the scheduled meeting.

4.2 In case of absence of both President and Executive Vice President, they shall select among themselves a substitute preside.

Section 5. The JMS Executive Board shall formulate and enforce house rules during executive board meetings and sessions.

Section 6. The JMS Executive Board has the power to promulgate, formulate, approve, and enforce rules and regulations, policies, resolutions, projects and programs, issues, and stands concerning the whole organization.

Section 7. All decisions made by JMS Executive Board shall take effect after the required number of Executive Board members, as provided in other articles and sections, sign for official approval.

Section 8. The JMS Executive Board with the two-thirds (2/3) vote of its members shall approve general appropriations of funds of the organization.

Section 9. The JMS Executive Board shall have the book of accounts of the organization audited as often as possible by the Assistant Vice President for Finance.

Section 10. The JMS Executive Board shall have the power to subject its members and officers to disciplinary action as may be deemed appropriate and necessary.

Section 11. The JMS Executive Board shall act and decide upon major cases of disciplinary action.

Section 12. The JMS Executive Board shall have the power to overrule and modify the actions of any officers and members of the organization with a vote of two-thirds (2/3) from all its members.

Section 14. The JMS Executive Board shall amend, revise, and ratify the constitution.

Section 15. The JMS Executive Board shall approve all the Operation and Committee Heads and Assistant Staffs.

Section 16. The Executive Secretary shall be responsible for the JMS Executive Board proceedings.



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Section 17. The JMS Executive Board shall preside in the election of Classroom Officers when the semester starts.

Section 18. All members of the JMS Executive Board shall take the following oath or affirmation:

I (name) newly elected (name of position) of Junior Marketing Society do solemnly pledge to do with the best of my capability to carry on my duties and responsibilities entrusted by the Bachelor of Science in Business Administration, Major in Marketing Management students of the Polytechnic University of the Philippines.

I pledge that I will faithfully perform the duties and functions of my office, defend the constitution and by-laws of the organization, and dedicate myself to the objectives and tenets of the Junior Marketing Society. So, help me, God.

#### **ARTICLE IX** **DUTIES AND RESPONSIBILITIES OF ORGANIZATION OFFICERS**

- Section 1. The President shall have the following duties and responsibilities:
- 1.1 Shall be the chief executive of the organization.
  - 1.2 Shall exercise overall supervision and responsibility for the organization.
  - 1.3 Shall determine the guidelines for implementation.
  - 1.4 Shall build up the integrity, advance the interests and welfare of the organization, and strengthen links and camaraderie among members of the organization.
  - 1.5 Shall sign all resolutions, communications, and documents of the organization to make them official.
  - 1.6 Shall have all the powers necessary for ensuring that the provisions of the act and the resolution and by-laws made are faithfully observed.
  - 1.7 Shall have the sole jurisdiction to create positions, committees, and special bureaus within the organization as it may deem necessary.
  - 1.8 Shall appoint the head and assistant heads of all standing committees and special bureaus (ex-officio factor).
  - 1.9 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.



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Section 2. The Executive Vice President shall have the following duties and responsibilities:

- 2.1 Shall act on behalf of the President in the latter's absence or inability to perform his duties.
- 2.2 Shall assist the President in all transactions concerning the organization.
- 2.3 Shall regulate and maintain the activities of the marketing management students.
- 2.4 Shall administer the proper recruitment of operation heads.
- 2.5 Shall handle the pre-qualification for officer's recognition.
- 2.6 Shall ensure the functioning of all officers of the organization by proper orientation and supervision.
- 2.7 Shall perform other duties delegated by the President.
- 2.8 Shall turn over to his successor the books, records, and other properties in his possession.
- 2.9 Shall seek the approval of the President in all matters concerning his department.
- 2.10 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 3. The Executive Secretary shall have the following duties and responsibilities:

- 3.1 Shall enforce the provisions of this constitution and all other rules and regulations that may be promulgated from time to time.
- 3.2 Shall maintain the minutes of the Executive Board meetings and circulars related to the implementations of plans and projects approved by the JMS Executive Board.
- 3.3 Shall ensure the validity of any rules, regulations, resolutions, memorandums, programs, and special projects of the organization with prior consultation to the University policies.
- 3.4 Shall be the custodian of the records and such other properties of the Executive Board as the Board may commit his charge.
- 3.5 Shall maintain the issuance of legal documents.
- 3.6 Shall turn over to his successor the books, records, and other properties in his possession.



- 3.7 Shall perform other duties delegated by the President.
- 3.8 Shall seek the approval of the President in all matters concerning his department.
- 3.9 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 4. The Executive Coordinator shall have the following duties and responsibilities:

- 4.1 Shall be the chief coordinator in disseminating information of the academic and non-academic programs and events of the organization to all members.
- 4.2 Shall assist in the operation and implementation of projects, rules and regulations, activities, and resolutions concerning the whole organization.
- 4.3 Shall then consider the comments and suggestions of the Executive Board members and shall forward it to the Executive Vice President.
- 4.4 Coordinating in-school placement arrangements.
- 4.5 Shall perform other duties delegated by the President.
- 4.6 Shall seek the approval of the President in all matters concerning his department
- 4.7 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 5. The Vice President for Administration shall have the following duties and responsibilities:

- 5.1 Shall exercise general supervision and responsibility for his department.
- 5.2 Shall maintain good corporate relations to provide job fairs, on-the-job training assistance, and alumni affairs.
- 5.3 Shall undertake the business affairs of the organization about special projects and programs dealing with sponsors.
- 5.4 Shall have the responsibility for the procurement of supplies needed by the organization.
- 5.5 Shall act as the chief property custodian of the organization with the help of the Assistant Vice President for Administration.
- 5.6 Shall administer all the proposals of projects, partnerships, sponsorships, and the like.



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5.7 Shall report all officers' performance and their corresponding benefits.

5.8 Shall turn over to his successor the books, records, and other properties in his possession.

5.9 Shall perform other duties delegated by the President.

5.10 Shall seek the approval of the President in all matters concerning his department.

5.11 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 6. The Vice President for Communications shall have the following duties and responsibilities:

6.1 Shall exercise general supervision and responsibility for his department.

6.2 Shall be responsible for ensuring that the information relating to the JMS Executive Board is disseminated; he shall have to coordinate the provision of media for communication by the Executive Secretary and Assistant Vice President for Communications.

6.3 Shall establish, advise, and ensure the functioning and performance of the organization's representatives.

6.4 Shall be the administrator of the official social media accounts of JMS such as Facebook, Instagram, and Twitter.

6.5 Shall turn over to his successor the books, records, and other properties in his possession.

6.6 Shall perform other duties delegated by the President.

6.7 Shall seek the approval of the President in all matters concerning his department.

6.8 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 7. The Vice President for Digital Transformation shall have the following duties and responsibilities:

7.1 Shall exercise general supervision and responsibility for his department.



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7.2 Shall be the official head of Microsoft system, marketing and advertisement design, and content creator of the organization with the help of Assistant Vice President for Digital Transformation.

7.3 Shall turn over to his successor the money, books, records, and other properties in his possession.

7.4 Shall perform other duties delegated by the President.

7.5 Shall seek the approval of the President in all matters concerning his department.

7.6 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 8. The Vice President for Finance shall have the following duties and responsibilities:

8.1 Shall exercise general supervision and responsibility for his department.

8.2 Shall direct the acquisition, control, and utilization of the funds of the organization.

8.3 Shall be the official treasurer of the organization with the main responsibility in handling the collection reports and financial reports per projects of the organization.

8.4 Shall propose and head income-generating projects for the organization subject to the approval of the JMS Executive Board.

8.5 Shall assist the other departments in all financial transactions concerning the outside activities/obligations of the organization.

8.6 Shall require all the committees under the organization to submit periodically and per project collection reports and financial reports for the record.

8.7 Shall turn over to his successor the money, books, records, and other properties in his possession.

8.8 Shall perform other duties delegated by the President.

8.9 Shall seek the approval of the President in all matters concerning his/her department.

8.10 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.



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10.6 Shall perform other duties delegated by the President.



10.7 Shall seek the approval of the President in all matters concerning his department.

10.8 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 11. The Assistant Vice President for Administration shall have the following duties and responsibilities:

11.1 Shall act on behalf of the Vice President for Administration in the latter's absence or inability to perform his duties.

11.2 Shall assist the Vice President for Administration to coordinate with the school administration for the implementation of the policies and projects concerning the whole organization.

11.3 Shall assist the Vice President for Administration to undertake the business affairs of the organization about special projects and programs dealing with sponsors.

11.4 Shall have the responsibility for the procurement of supplies needed by the organization.

11.5 Shall act as the assistant chief property custodian of the organization.

11.6 Shall assist the Vice President for Administration to administer all the proposals of projects, partnerships, sponsorships, and the like.

11.7 Shall turn over to his successor the books, records, and other properties in his possession.

11.8 Shall perform other duties delegated by the President and Vice President for Administration.

11.9 Shall seek the approval of the Vice President for Administration in all matters concerning his department.

11.10 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 12. The Assistant Vice President for Communications shall have the following duties and responsibilities:

12.1 Shall act on behalf of the Vice President for Communications in the latter's absence or inability to perform his duties.



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- 12.2 Shall assist the Vice President for Communications to be responsible in ensuring that the information relating to the JMS Executive Board disseminated; he shall have to coordinate the provision of media for communication by the Executive Secretary and Assistant Vice President for Communication.
- 12.3 Shall assist the Vice President for Communications establish, advise, and ensure the functioning and performance of the organization's representatives.
- 12.4 Shall be the moderator of the official social media accounts of JMS such as Facebook, Instagram, and Twitter.
- 12.5 Shall turn over to his successor the books, records, and other properties in his possession.
- 12.6 Shall perform other duties delegated by the President and Vice President for Communications.
- 12.7 Shall seek the approval of the Vice President for Communications in all matters concerning his department.
- 12.8 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 13. The Assistant Vice President for Digital Transformation shall have the following duties and responsibilities:

- 13.1 Shall act on behalf of the Vice President for Digital Transformation in the latter's absence or inability to perform his duties.
- 13.2 Shall be the assistant head of Microsoft system, marketing and advertisement design, and content creator of the organization with the help of Vice President for Digital Transformation.
- 13.3 Shall turn over to his successor the books, records, and other properties in his possession.
- 13.4 Shall perform other duties delegated by the President and Vice President for Digital Transformation.
- 13.5 Shall seek the approval of the Vice President for Digital Transformation in all matters concerning his department.
- 13.6 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 14. The Assistant Vice President for Finance shall have the following duties and responsibilities:

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14.1 Shall be the executive auditor of the organization.

14.2 Shall examine and verify all the financial transactions of the organization.

14.3 Shall recommend measures deemed necessary for improving the efficiency regarding the financial aspect of the organization.

14.4 Shall turn over to his successor the books, records, and other properties in his possession.

14.5 Shall perform other duties delegated by the President and Vice President for Finance.

14.6 Shall seek the approval of the Vice President for Finance in all matters concerning his office.

14.7 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 15 The Assistant Vice President for Research and Extension shall have the following duties and responsibilities:

15.1 Shall act on behalf of the Vice President for Research and Extension in the latter's absence or inability to perform his duties.

15.2 Shall assist the Vice President for Research and Extension to supervise and handle all the extension and special projects of the organization.

15.3 Shall assist the Vice President for Research and Extension to maintain good corporate relations to provide job fairs, on-the-job training assistance and alumni affairs together with the Executive Vice President.

15.4 Shall assist the Vice President for Research and Extension to be responsible for the documentation of all events, projects, and activities of the organization.

15.5 Shall assist the Vice President for Research and Extension to be responsible for the Bachelor of Science in Business Administration major in Marketing Management related research to uplift the quality of marketing management education.

15.6 Shall assist the Vice President for Research and Extension to direct and organize all seminars, workshops and conventions concerning all members.

15.7 Shall turn over to his successor the books, records, and other properties in his possession.

15.8 Shall perform other duties delegated by the President and Vice President for Research and Extension.



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- 14.2 Shall examine and verify all the financial transactions of the organization.
- 14.3 Shall recommend measures deemed necessary for improving the efficiency regarding the financial aspect of the organization.
- 14.4 Shall turn over to his successor the books, records, and other properties in his possession.
- 14.5 Shall perform other duties delegated by the President and Vice President for Finance.
- 14.6 Shall seek the approval of the Vice President for Finance in all matters concerning his office.
- 14.7 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

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- 15.1 Shall act on behalf of the Vice President for Research and Extension in the latter's absence or inability to perform his duties.
- 15.2 Shall assist the Vice President for Research and Extension to supervise and handle all the extension and special projects of the organization.
- 15.3 Shall assist the Vice President for Research and Extension to maintain good corporate relations to provide job fairs, on-the-job training assistance and alumni affairs together with the Executive Vice President.
- 15.4 Shall assist the Vice President for Research and Extension to be responsible for the documentation of all events, projects, and activities of the organization.
- 15.5 Shall assist the Vice President for Research and Extension to be responsible for the Bachelor of Science in Business Administration major in Marketing Management related research to uplift the quality of marketing management education.
- 15.6 Shall assist the Vice President for Research and Extension to direct and organize all seminars, workshops and conventions concerning all members.
- 15.7 Shall turn over to his successor the books, records, and other properties in his possession.
- 15.8 Shall perform other duties delegated by the President and Vice President for Research and Extension.
- 15.9 Shall seek the approval of the Vice President for Research and Extension in all matters concerning his department.



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Section 16. The Assistant Vice President for Student Relations shall have the following duties and responsibilities:

- 16.1 Shall act on behalf of the Vice President for Student Relations in the latter's absence or inability to perform his duties.
- 16.2 Shall assist the Vice President for Student Relations to be responsible for handling grievances, suggestions, and problems forwarded by the members of the organization.
- 16.3 Shall assist the Vice President for Student Relations when the need arises for student assistance.
- 16.4 Shall assist the Vice President for Student Relations in supervising the JMS Representatives.
- 16.5 Shall turn over to his successor the books, records, and other properties in his possession.
- 16.6 Shall perform other duties delegated by the President and Vice President for Student Relations.
- 16.7 Shall seek the approval of the Vice President for Student Relations in all matters concerning his department.
- 16.8 Shall be given the privilege of having an exemption based on his organizational fees only, during his term.

Section 17. All officers must attend its Governance Meeting.

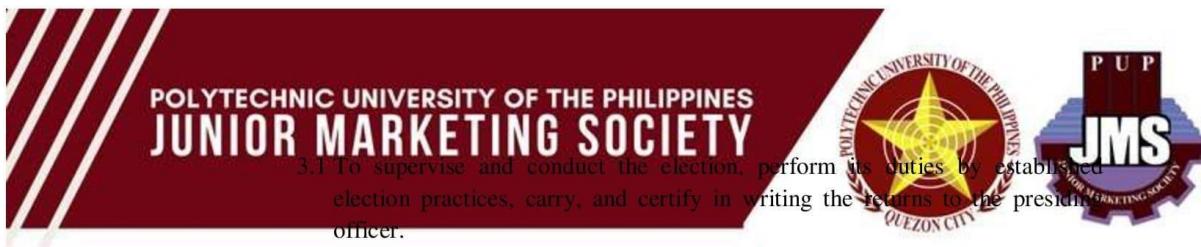
## ARTICLE X

### COMMISSION ON ELECTION

- Section 1. The election committee of JMS COMELEC shall be composed of six (6) members including the chairman. They shall choose from among themselves a Chairman, one (1) Secretary and the rest as Commissioners.
- Section 2. The member of the said committee shall be composed of three (3) outgoing JMS officers who will not prolong their term or not interested to seek again any of the positions and three (3) graduating class officers
- Section 3. The JMS COMELEC shall provide services as follows:



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3.1 To supervise and conduct the election, perform its duties by established election practices, carry, and certify in writing the returns to the president officer.

3.2 To recommend to the JMS Executive Board effective measures to minimize all forms of election frauds and malpractice.

3.3 To register and accredit individuals by the law.

3.4 To pass judgment on election protests concerning elections returns and qualifications of candidates for elective positions.

3.5 To report the results of elections to the students and the entire organization.

Section 4. No suspension of sentence for violation of the law or rules and regulations concerning elections shall be metered without the recommendation of the commission.

Section 5. All decisions of the committee sitting en banc shall be final and irrevocable.

## **ARTICLE XI**

### **SYSTEM OF ELECTION**

Section 1. There shall be a definite system to be observed in the elections of certain officers and members of the JMS Organization.

Section 2. The system shall be as follows:

2.1 Anyone can be elected as long as he possesses a quality of a good leader; however, JMS members who hold higher position (President, Vice President, and Secretary) to other organization in PUP Quezon City community has no right to be elected as JMS Executive Board unless he withdraws from other organization if elected in the position stated.

2.2 The JMS Representatives shall be the elected classroom presidents of the Bachelor of Science in Business Administration major in Marketing Management sections.

2.3 The JMS Executive Board shall be elected in a manner provided for in Article XII of this constitution. The election exercise shall be held through General Assembly; however, a special election may occur upon the decision of the JMS COMELEC when deemed necessary.

## **ARTICLE XII**

### **ELECTION OF ORGANIZATION OFFICERS**

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Section 1. The members of the organization shall elect the JMS Executive Board members.

Section 2. The JMS COMELEC shall determine the election concerns. The COMELEC shall undergo the legal process as mandated in the JMS Constitution and By-Laws.

Section 3. The members of the organization shall elect from among the candidates the President, Executive Vice President, Executive Secretary, Executive Coordinator, Vice President for Administration, Vice President for Communication, Vice President for Digital Transformations, Vice President for Finance, Vice President for Research and Extension, Vice President for Student Relations, Assistant Vice President for Administration, Assistant Vice President for Communication, Assistant Vice President for Digital Transformations, Assistant Vice President for Finance, Assistant Vice President for Research and Extension, Assistant Vice President for Student Relations.

Section 4. The candidates must have the following qualifications for validation:

4.1 He must be a bona fide student at the University under the College of Business Administration and enrolled in the course Bachelor of Science in Business Administration major in Marketing Management.

4.2 He must be enrolled in at least 18 units that semester.

4.3 He must be a regular student.

4.4 He must have at least one year of residence at the University.

4.5 He must be cleared of any financial obligations in his organizations.

Section 5. There shall be no limit on the number of qualified candidates.

Section 6. There shall be a campaign period at least one week before the election and all the campaign materials shall be approved by the Office of the Student Affairs and Services and Administrative Office and Property Custodian.

### **ARTICLE XIII**

#### **ORGANIZATION FUND**

Section 1. The JMS Executive Board shall maintain a student fund to consist of (a) General Fund and (b) a Special Fund.

Section 2. The General Fund shall be drawn from the student membership fees to be collected by the JMS Executive Board during the regular registration period of each semester and that of the summer term.

Section 3. The Executive Board shall determine the membership fee. However, the Executive Board may raise the fee, as it does not deem necessary.

Section 4. The Special Funds shall be those which are collected for specific purposes and which shall be disbursed for each purpose only. The funds collected by the

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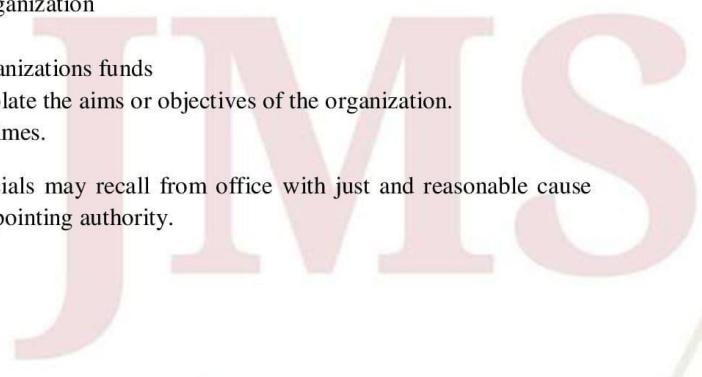


- Section 5. All funds shall be deposited in the Office of the Student Affairs and Services to be determined by the JMS Executive Board and shall be used for purposes specifically authorized in the budget and duly approved by the JMS Executive Board.
- Section 6. No money shall be paid out of the funds of the JMS Executive Board, except in the pursuance of an authorized appropriation.
- Section 7. Every fund withdrawal in the Office of the Student Affairs and Services must be approved by the Vice-President for Finance, Assistant Vice President for Finance, and JMS President.
- Section 8. All funds and expenses of the JMS Executive Board, JMS Representatives and any subdivision of Junior Marketing Society shall be declared.
- Section 9. All collection reports and financial reports shall be submitted by the JMS President, Vice President for Finance, and Assistant Vice President for Finance to the Office of the Student Affairs and Services.
- Section 10. The JMS Executive Board shall post a financial statement and budgetary outlay as deemed necessary which shall be decided upon by the executive board before and after conducting an event.

#### ARTICLE XIV

##### ACCOUNTABILITY OF THE OFFICERS

- Section 1. All officers shall always be accountable to the members of the organization, whom they should serve with utmost honesty, responsibility, integrity, loyalty, efficiency, and nationalism.
- Section 2. All officers shall hold office if he is enrolled for the current semester.
- Section 3. All JMS Executive Board and Representatives who had undergone proper recruitment process and JMS COMELEC officers may be removed by impeachment on the following grounds:
- Culpable violation of this constitution
  - Negligence of responsibilities and duties
  - Betrayal of the organization
  - Bribery
  - Corruption of organizations funds
  - Other acts that violate the aims or objectives of the organization.
  - And other high crimes.
- Section 4. Other appointed officials may recall from office with just and reasonable cause upon orders of the appointing authority.

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Section 5. The JMS Executive Board shall have the sole authority to initiate the proceedings on all cases of impeachment. Any student upon the representation of any members of the JMS Executive Board files a complaint of impeachment.

Section 6. The JMS Executive Board by the vote and conviction of two-thirds (2/3) vote of all its members may consider an impeachment complaint.



#### **ARTICLE XV**

##### **REMOVAL OF OFFICERS**

Section 1. Any member of the JMS Executive Board subjected to impeachment may be removed from office for cause by two-thirds (2/3) vote of the executive board upon conviction of grounds stated at Section 3 of Article XIV of this constitution.

Section 2. The JMS Executive Board shall in strict observance of due process by two-thirds (2/3) vote of all its members, compose of the resignation of a particular officer of the JMS Executive Body including those of the Appointed Officers and other subdivisions of the Junior Marketing Society.

Section 3. When a vacancy occurs because of resignation, withdrawal, or expulsion, the vacancy shall be filled thru appointment subject to the approval of a two-thirds (2/3) vote of the JMS Executive Board.

#### **ARTICLE XVI**

##### **STUDENT DISCIPLINARY MEASURES**

Section 1. The JMS may adopt an official logo, which shall be truly reflective and symbolic of the ideals, principles, and aspirations of the whole organization. Any revisions of the logo may be proposed to the JMS Executive Board for its approval.

Section 2. The name of the organization, JMS Executive Board, and any subdivisions shall not be used for immoral or unlawful purposes.

Section 3. JMS may be affiliated with any reputable and respected local, national, and international organizations.

Section 4. The Junior Marketing Society Executive Board shall extend support to the University Supreme Student Council and the Council of Leaders in the implementation and realization of the objective of the Student Organization.

Section 5. The General Election shall be held in the last month of the school year.

#### **ARTICLE XVII**

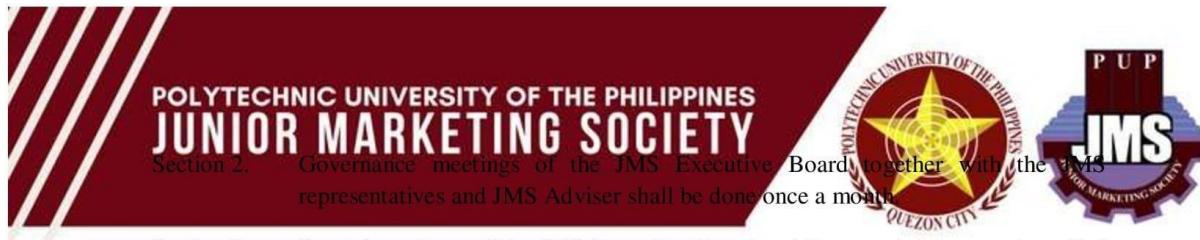
##### **BUSINESS MEETINGS**

Section 1. Regular Executive Board meetings shall be done once a week.

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Section 2. Governance meetings of the JMS Executive Board together with the JMS representatives and JMS Adviser shall be done once a month.



Section 3. Special meetings of the JMS Executive Board and Representatives may be called by the officers concerned.

Section 4. The respective secretaries shall notify concerned people at least three (3) days before the meeting.

Section 5. The quorum for the JMS Executive Board meeting 50% plus 1 member shall constitute a quorum. A simple majority vote of the executive board members shall be a valid act.

## **ARTICLE XVIII**

### **JUNIOR MARKETING SOCIETY ADVISER**

Section 1. There shall be one (1) adviser, which should be a College of Business Administration professor.

Section 2. JMS adviser selection process:

2.1 The said adviser shall be recommended by the executive board members.

2.2 The executive board will choose their adviser through the election. A quorum of officers must be maintained.

Section 3. The function of the adviser:

3.1 Shall render advice and guidance to the organization need for smooth operation.

3.2 Shall support morally, spiritually, and physically in every activity of the organization.

3.3 After the election of the JMS adviser, the Executive Board shall issue a resolution confirming the selection of the said adviser copy furnished by the Office of the Student Affairs and Services.

## **ARTICLE XIX**

### **EFFECTIVITY**

Section 1. This constitution and by-laws shall take effect immediately upon its ratification by most of the votes cast by two-third (2/3) members of the Marketing Management-wide plebiscite called for this purpose. Furthermore, this Constitution and By-Laws can be amended or subjected to review and re-evaluate after two (2) terms upon its ratification.

\*\*\*\*\* NOTHING FOLLOWS \*\*\*\*\*



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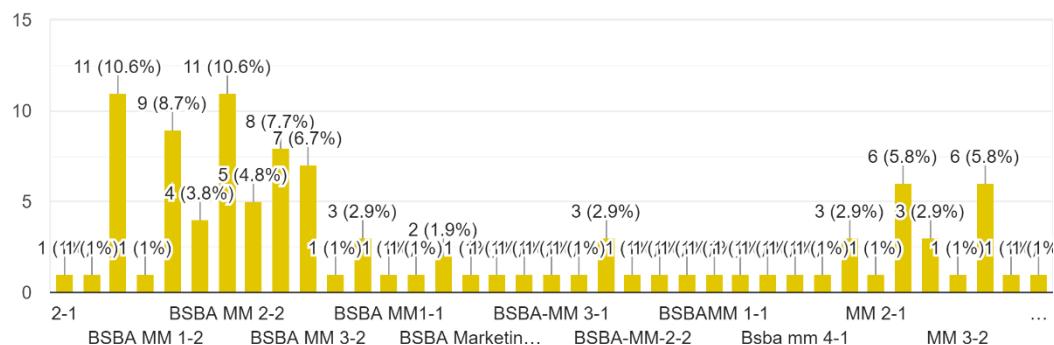
# EVALUATIONS (JMS MEMBERS)



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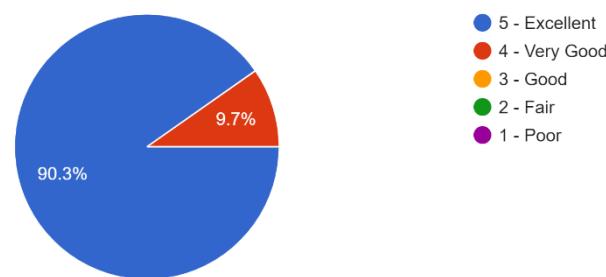
Course Year and Section

104 responses



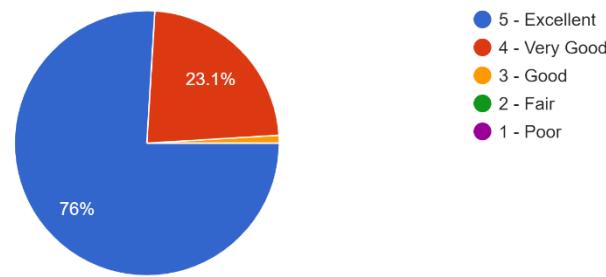
Objective of the Event

103 responses



Interactivity and Association of the Event

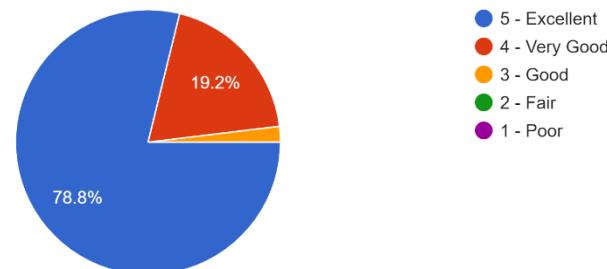
104 responses





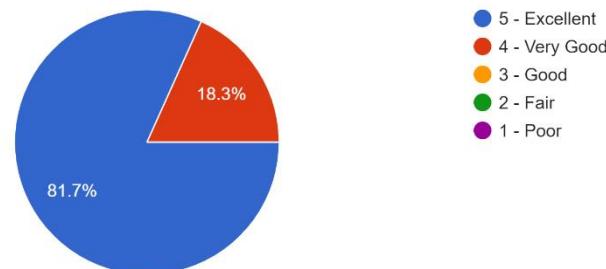
Organization of the Event

104 responses



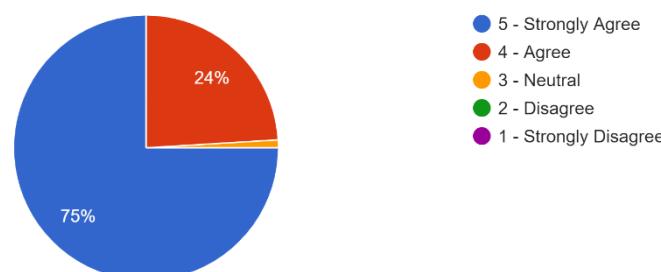
Facilitators' Coordination

104 responses



The event meet my expectation/s.

104 responses

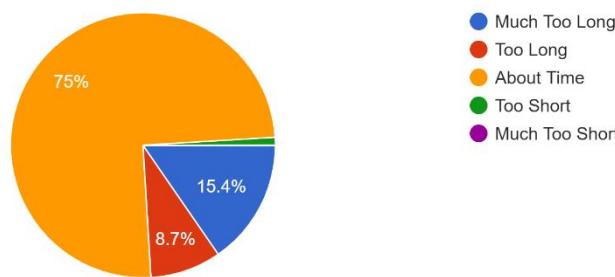




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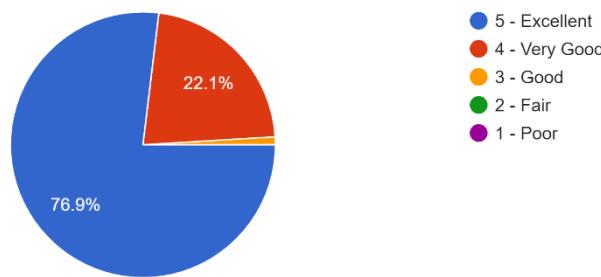
The duration of event

104 responses



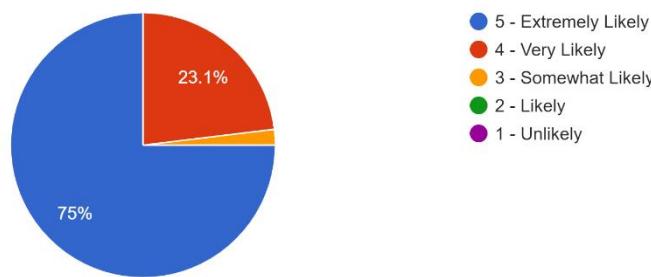
The overall level of your satisfaction in the event?

104 responses



Are you likely to participate in our events in the future?

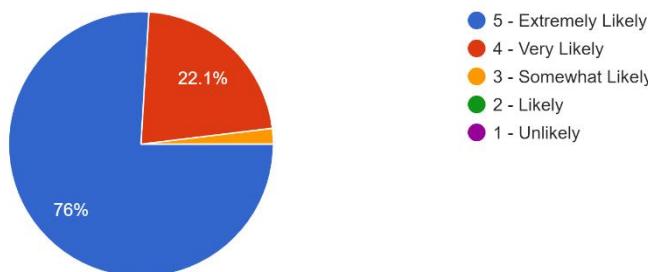
104 responses





How likely you recommend our future events to your friends or colleague?

104 responses



Is there anything you would like to share about your experience/s in our event?

45 responses

N/A

Wonderful event! Good job to everybody who organized the event. Well done! Guest speakers are excellent they gave us all the information and tips kung paano tumatakbo ang stock market. Big help for us!

Very informative, just in time. Thanks JMS for a job well done. Godbless po

I had fun and gain a lot of information about stock and stock market. The speakers were great. Thank you JMS

Nabitin po ako sa speakers, pero masaya at maraming natutunan kahit 2 lang po sila. Salamat po! Power♥

We enjoyed the webinar thank you po!

By attending your event I learned a lot of things such as the importance of savings, how we can save money and how we can make money.

More!!



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Is there anything you would like to share about your experience/s in our event?

45 responses

I gain more knowledge

I was very grateful that I joined the event. It's very well presented and I gained so much knowledge that has been imparted by the speakers. Hope JMS would continue facilitating and organizing such kind of event again in the future. Thank you!

I've learned a lot about investment

The guest speakers were great teachers. I learned a lot of things when it comes to investing, saving, and how will i manage my money.

It was so fruitful and I had so much fun. I am very grateful and lucky that I am given the opportunity to attend these kind of activities. Thank you so much!

Sobrang informative, pera nalang ako kulang. Hehe. Thank you JMS!!! Pati family ko nag enjoy sa mga learnings!!!

None

Is there anything you would like to share about your experience/s in our event?

45 responses

The reality on how the fundamentals of how finance works versus in the real world can't be compared. Hence the discussion made by the guest speaker earlier is very helpful and truly educational.

Thanks for the wonderful and full of knowledge webinar

I am so satisfied with what I experience for this webinar and a lot of lesson I've learned. So thank you JMS EB and Congratulations! JMS lang SAKALAM!!

Thank you for todays speaker ❤ salamat sa pagkakataon na makapanuod ng gantong event na very useful saming mga nagsisimula pa lang ♥ sana may susunod pa 😊

It's very interesting.

Very informative, indeed. Congrats, JMS and to heads! ❤

It was very interesting and knowledgeabel webinar, I was able to grasps some information about investing and it's importance which is very useful for me in the future.



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Is there anything you would like to share about your experience/s in our event?

45 responses

It's very useful to us as a marketing student.

GRABE KAYO MGA LODI,, JMS NUMBAWAN!!!! TAPAKAN NYO KO PLSSSSSS

I really want to know a lot about stocks, thanks for this event. I am enlightened, decided to invest in stocks in near future. Thank you

Nothing

It is all good for me.

It's amazing because I've learned something that I think it can help me in the future. Thank you ❤

It's great that we were able to have an informative event!

It was worth a lot for my struggles to find a stable connection, even though sometimes it still logs off. I did get the point of this webinar. I learned a lot from the guest speakers like investing and the stock market is not just for the rich people, it is for everyone who aims for a better life. I came to realize that I need to start

Is there anything you would like to share about your experience/s in our event?

45 responses

TIME IS GOLD 😊

This seminar gave me lots of knowledge and it encouraged me to save for the sake of my future. I will apply the things I knew once I'm ready to invest. I was also entertained by the band and I couldn't stop thinking how fun it would be if this seminar would be held in the campus. Kudos to all the speakers!

More motivational pls.

No

none, thank you so much and to more well-organized and fun events with you! :) ☺

As a marketing student, the webinar really helps a lot and I'm looking forward to future events like this because I also want to learn more from people who are experts in this field.

The webinar has a complex way of giving students education and information about investing at this adulting stage. And, what we should focus on when we're already earning income. It helped us distinguish our specific priorities and responsibilities to focus on when we're now earning for our family.

The topic was great especially to us students who want to invest in the stockmarket in the future.

It was a great experience to learn new things and have fun while listening and watching! ❤

No regret in attending this meaningful event. Full of knowledge that I and we can use and relate.

The webinar is quite interesting.

The topics presented in the webinar was interesting and I did learn a lot of things especially when it comes to saving money and investing.



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# EVALUATION (PARTNER SCHOOLS)

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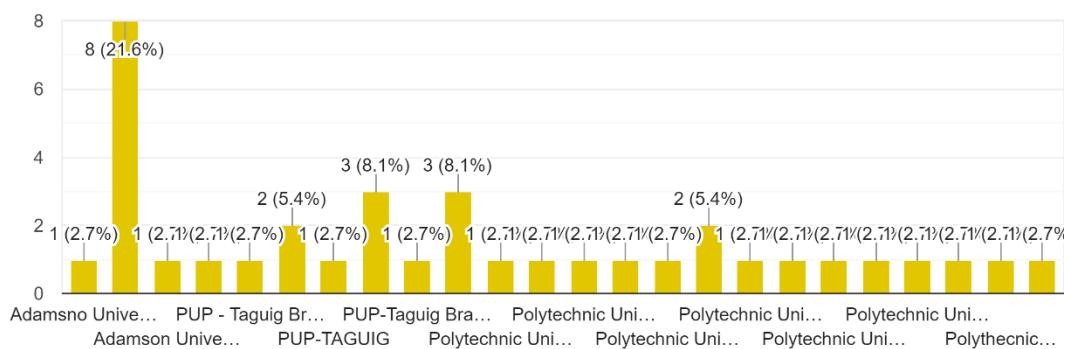
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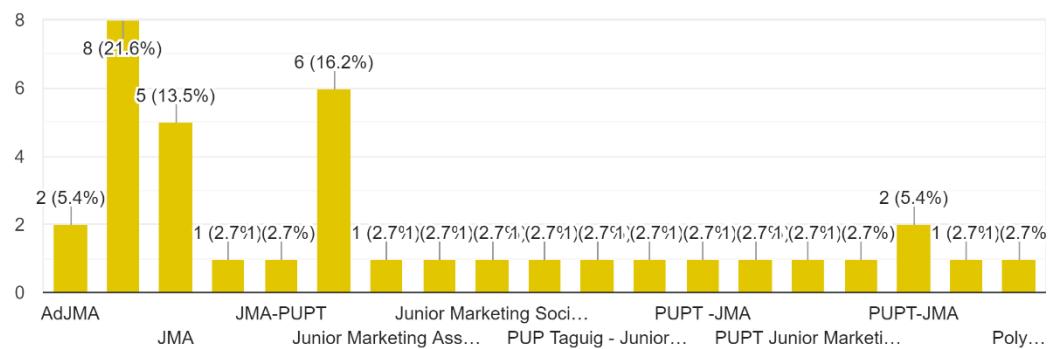
Name of University

37 responses



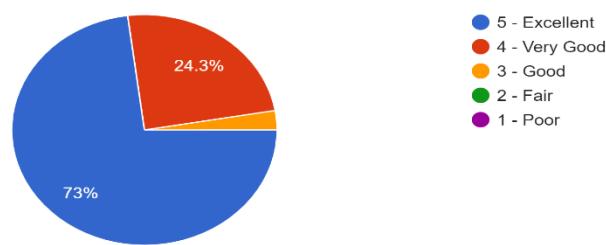
Name of Local Organization

37 responses



## Objective of the Event

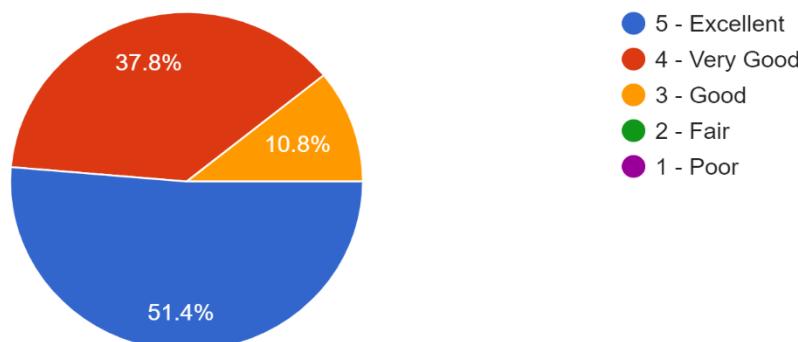
37 responses





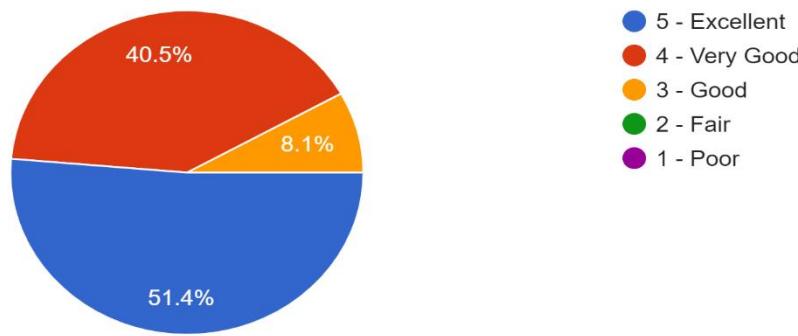
#### Interactivity and Association of the Event

37 responses



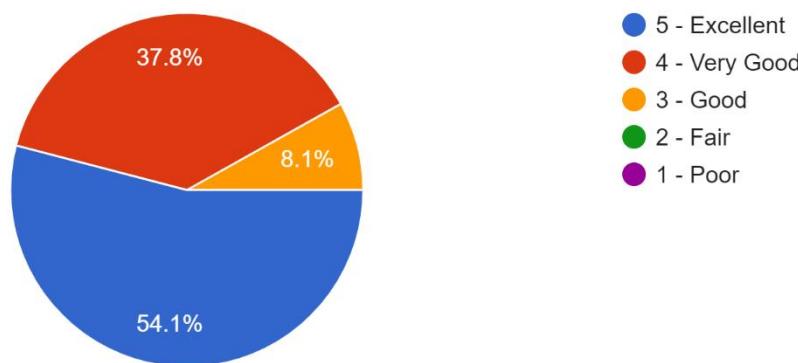
#### Organization of the Event

37 responses



#### Facilitators' Coordination

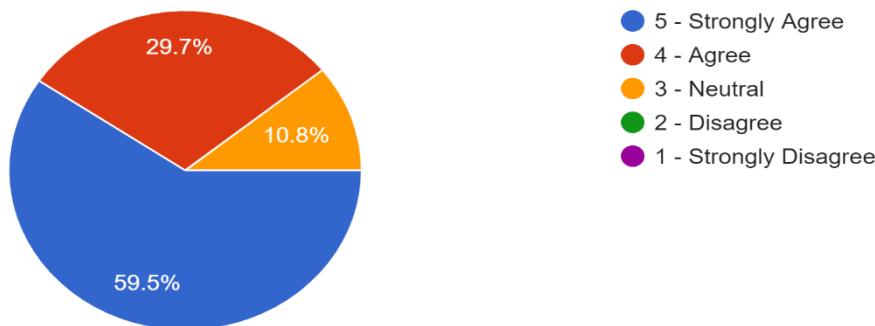
37 responses





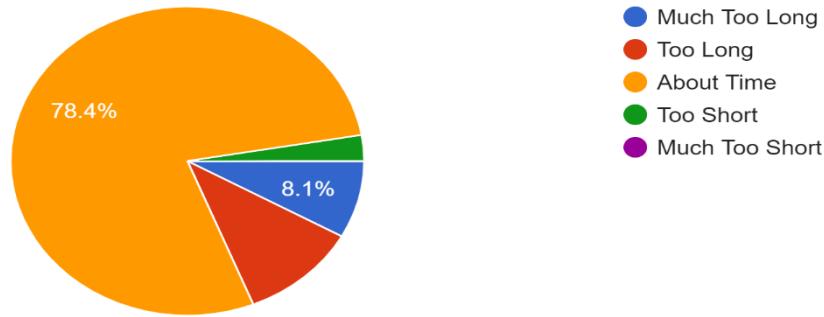
The event meet my expectation/s.

37 responses



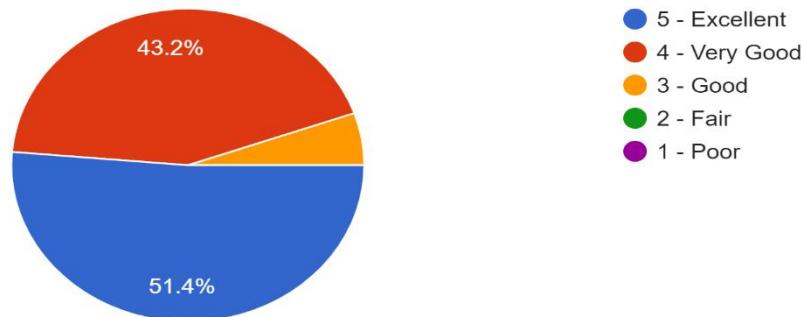
The duration of event

37 responses



The overall level of your satisfaction in the event?

37 responses

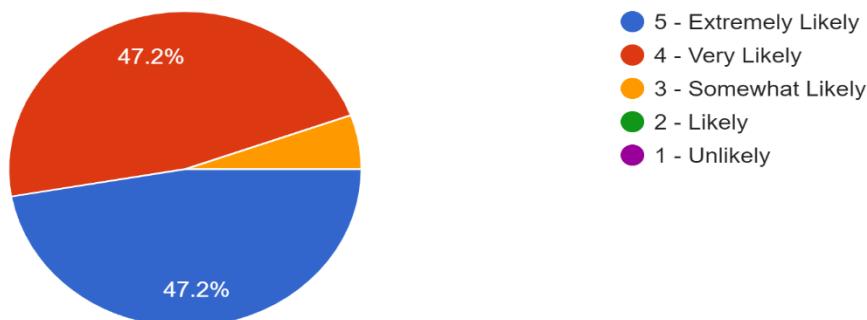




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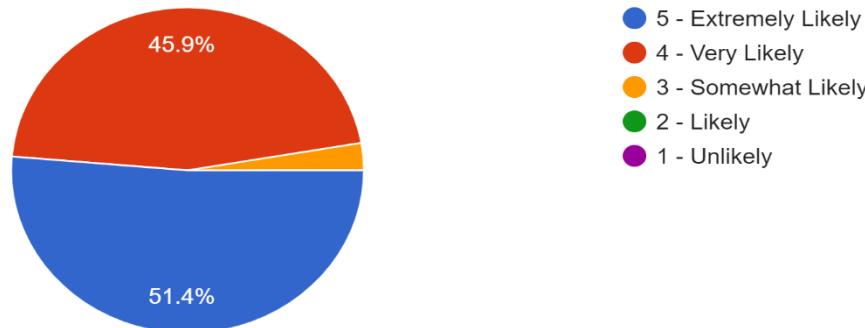
Are you likely to participate in our events in the future?

36 responses



How likely you recommend our future events to your friends or colleague?

37 responses



Is there anything you would like to share about your experience/s in our event?

15 responses

N/A

I learned alot from the speakers, but the problem is the technical issue. Bitin sya mga siz.

Bitin kay sir harold malupit topic niya d kaya ng 30-1hr ang topic niya alone.

n.a

Its a good event, I learned so much about investing! Tysm :>

I learned a lot

the event was great . Good job for the organizers

Thank you and Congratsssss!!!!

It's great! Looking forward for more exciting events!