## 1-Project idea

Online skills development activity center

## 2-logo

MIND MAKERS

## 3. Slogan:

learning is about creating leaders for tomorrow

## 4-Introduction:

Skill development is the process of identifying youth skills gaps and providing them with skilling training and career opportunities. Skill development programs attempt to recognize the youth's abilities and provide them with the necessary advice, infrastructure, opportunities, and encouragement to help them reach their goals. Education and talents are both necessary for everyone's career advancement, and they go hand in hand. They are the foundations of a country's economic success and community development.

Increased business profitability, improved performance, improved accuracy and quality, enhanced communication, compliance with laws and regulations, improved recruiting and career prospects, and development of strong customer relations are all advantages of skill development.

## Planning:

In this section we will plan for our new restaurant "C-Shark" that is specialized in sea food and determining how the restaurant can get where we want, and what it will do to accomplish its objectives.

We need a perfect plan to reach our objectives and do the appropriate things. We have a goal to create our name be very common between the people and it becomes a famous center.

After the first year our goal is to open 2 other branches in different regions to serve more children.
After 5 years our goal is to have one branch on each Governorate and has our name that is has a very good reputation

Now we want to identify the peoples who will help us to reach our goal and will have a role in our center

## Organization objective:

skill development activity center, the goal of which is to achieve profits, satisfy the customers who register on it, letting kids go wild with their creativity and ensure you have an Arsenal of boredom.

The process of choosing the activities depends on the kid free choice since the kid can try all the activities and freely choose what they like and after registering they will start testing the activity if they don't like it they can try another one until they find an optimal activity that works with their mind and make them using their creativity while having fun also after being Satisfied they can pay for the activity course and have a detailed path with it that will help improving their skills for future opportunities and we want to increase confidence in himself and he will become dealing with other without fear.

The parents will be sure that their kids spending their free time on something that is safe useful and fun with having specialized tutors for every activity and there are people who supervise the process in order to make sure that the registration on the system is correct. This website helps parents and kids electronically by entering the website and recording data such as name, address, email, activities, and password.

The number of weekly hour's goal you want to achieve as well as the level of the activity you want to practice. The website facilitates the choosing and registration process. It helps users to view all available activities and choose the appropriate one, the system displays for each registered user on the system to see the courses available for registration.

## List of alternatives:

- If the system falls, I will correct it for all to avoid loss.
- How to make those who use the Website increase.
- How do I increase the profits of the system?
- How if kid wants to cancel the activity and wants to switch to another one
- How do I help kids to get to suitable activity in the quickest way to avoid wasting time?

## Develop plans to pursue the chosen alternative:

Our system is a skill development activity website for improving kid's skills and find what is suitable for them. It serves the kids, parents, and tutors as well. An administrator oversees the overall operations of the system and ensures that no fraud takes place. Anyone can register himself on the system and create a profile. He can see the available activities and choose a specific one or he can try some of them for a specific period before choosing one.

## The tutor:

This is the person who wants to offer his teaching experience and will have a responsibility of teaching the kids and take care of their progress and also see if they are doing good also, he can give advice to parents on how their kid reaction with the activity and every activity has its specific professional tutors.

**The administrator:**

Has the right to delete an activity or change it. This is usually the case if the parents want to switch activities or cancelling the course. Also, he has authority to change tutors if parents complained about them.

**Kid:**

This is a person who is interested in activity or wants to discover the different activities we have. He registers with the system and creates a profile as described above. He can display the available activities. He can choose one to try it or practice it if they don't like it, they can switch until they find a suitable activity that supports their creativity and the way of thinking.

**Develop plans to purpose the chosen alternative:**

**Factors necessary for a successful MBO:**

1. Top management must be dedicated to the MBO process and establish appropriate organizational goals.

2. Managers and subordinates must collaborate to create and agree on individual goals.

3. Employee performance should be carefully assessed against predetermined goals.

4. Employee performance reviews must be followed up on by management, who must reward staff appropriately.

**Advantages:**

1. Continues to stress what should be done in an organization to attain organizational objectives.

2. Ensures staff commitment to the organization's objectives.

**Disadvantages:**

1. Developing objectives can take an extended period.

2. Increases the volume of paperwork

**Qualification of the planner:**

1. Within their organization, they have a lot of practical experience.

2. Know how the various sections of the organization function together and interact.

3. Recognizing patterns and having the knowledge to determine how the company should respond to them.

4. The ability to work cooperatively with others

5. Excellent verbal communication skills.

6. Ambition and a desire to succeed.

7. Business management skills.

8. Persistence and determination.

9. Analytical thinking skills

10. Able to use a computer and the main software packages competently

**Any organizations primary goals:**



- Increase repeat registration and usage of the website by 10% over the next 11month.
  By Designing exclusive offers for registration and a free period to try to encourage the kids and parents to use out website

- Transition away from website registration and towards a mobile.
  By Identify leading online activities center platforms and compare the feature sets of activities center before picking one, launch an email & social media campaign to encourage registration through the app, drawing attention to the ease and simplicity of booking online

- Helps kids clarify what is important to them and focus on it and facilitates more effective decision making through better self-knowledge, direction, and focus that Allows kids to take a more active role in building their own future.
  Acts as a powerful motivator by giving children something to hope for and aspire towards and Gives children a positive experience of achievement and personal satisfaction when they reach a goal

Children will choose an activity that they are interested in, and they will have to ability to try it for a period of time to see if they like it or no.

If they like it, they will register the full course

If no, they can switch and try other courses until they find something they enjoy.

# High level management

## CEO

Objective:

- Managing a center's overall operations and resources, implementing a strategy to fulfil its vision and goal, and collaborating with team members to build a strategy and plan.
- Responsible for selecting and hiring coaches and supervising the working hours of the center staff and approving the occasional vacation, while setting the appropriate procedures for violations
- establishes priorities for projects and tasks and makes decisions required when they must change

## Middle level Management

I. **Marketing manager**: Developing, planning, and executing strategic marketing plans for a full center (or business lines and brands) to acquire future consumers and maintain existing ones.

-Divided into two crew

1. **Social media team**
the owners of the center's social media sites using innovative strategies for promotion and development, and this increases the center's customers.
2. **Advertising team**: Posting advertisements on the roads, schools and advertising on television and the media, and publishing paper advertisements.

II. **HR Manager**
Objectives: Assist the centre in achieving its goals effectively and efficiently by providing competent and motivated mployees, effectively utilising the available human resources, maintaining ethical policies and behaviour within and

without the centre, and establishing and maintaining cordial relations between employees and management.

### III.   Cchildren teachers:

work in department under 4 years responsible for teaching all basic science with smart ways help children to pass interviews of schools

### IV.   Specialists:

Work in department above6 , Divided into three specialists

**1.Artists:**  teaching children drawing with different ways

**2.Programmers:**

- teach children   to deal with computer and all basics
- teach them programming language suitable for their age

**3. Artisans**

- teach them how to use their hand in creating something with different material such as   paper, kinds of woods are suitable for children.

**Accountant**

Responsible for finance, employee salaries and accounts

# low level Management

**Receptionist:**

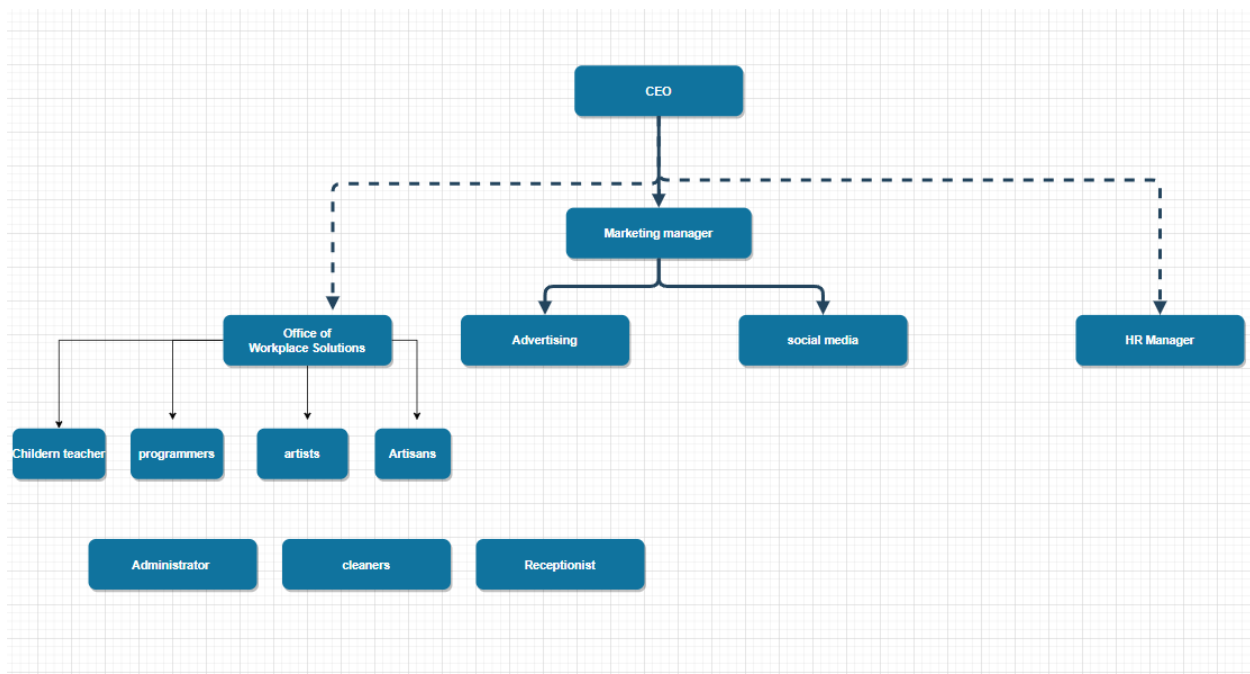Responsible for Receiving clients and helping them with registration.

**Cleaners:**

Responsible for cleaning the center

**Administrator:**

Responsible for solving any problem for the child and his parents.

## Influencing:

### 1-Communication:

In this part we will discuss How manager (CEO) communicate with others (Children Teacher, programmers,).

**"Respect and Patience must be shown in dealing with others" it** is necessary to make a successful communication with other even with customer (parents, kids), In our business this rule must be kept in our minds because there will be a several deals with customers **especially** dealing with kids to make a successful communication.

### Interpersonal communication:

We have 3 steps to have interpersonal communication

1-**the source**: the managers (CEO, HR) who originates and encodes information to be shared with others.

2**- the signal**: the formulated message that will be shared with others.

3- **the destination**:  employees (Programmers, Children Teacher, Artists,) that will receive the message.

There are some points to reach to successful and effective communication between manager and other project members:

- Be clear and concise

- Listen to each employee's opinion

- Train often

- Demonstrate optimism

- **Be clear and concise:**

  The manager has to be clear with other employees in the given tasks and in declaration the message

- **Listen to each employee's opinion**

  The manager should listen to each employee and discuss it with them to reach the best    decision

- **Train often**

  It is necessary for the business to continuously train its employees to know about the goal of the project

- **Demonstrate optimism**

  In difficult circumstances, when people are prone to negative feelings and frustrations, expressing positivity or optimism is an extremely crucial leadership trait.

  Leaders that use a positive tone in their interactions and encourage positive thinking motivate and inspire their workforce.

## 2- **Influencing:**

For us, it is important to make parents feel comfortable and confident to keep their children with us and to feel that this is the best place for their children to come to develop their skills, and to achieve this goal all project members must work hard and professionally.

And to motivate all project members to do their best There are some points:

1- There will be an increase in salary for those who work hard

2- Providing transportation for all employees

3- There will be bonus for those who get best feedback from clients

4- Sale 20% for any children come from his/her family

5- Every 3 month there will be a meeting with all project members to give their ideas and suggestions to improve the project and  the best idea will be implemented and the owner of the idea will receive a bonus.

6-There will be a suitable gift for each employee depend on the occasion like (Eid Al-fitter).

7-There will be a form to write any complain or any notes they wanted to pass on to the manager.

## 8. controlling section:

In this section we will talk about detecting the standard outcome to detect whether the project is working good or not.

### 1. Determining standards for measuring performance:

We set performance standards to compare to what we planned and what have actually been performed.

- Specialists have a great deal of patience and ability to deal with children
- Diversity of activities and the way they are presented
- Cleanliness, attention, arrangement and sterilization of the place

- The development and ability of the child to produce something related to the department he joins

- the ability to communicate with parent.

- All our drinks and desserts which is offered to children are fresh.
- Children's morals and how to deal with other.
- Quality of materials which uses in activities.

## 2-Measuring Standards of Performance:

   After managers have established criteria and conducted performance evaluations, the subsequent stage is the monitoring of organizational performance is the comparing of this metric to specific norms. The examined performance might be to the entire organization or to specific employees. Managers are required to exercise control.

They must determine the important distinctions for firms. Minor distinctions must be disregarded. Substantial variances, such as the substitution of basic materials

Intentionally considering personnel status, material quality, profit rate, etc. is required. As soon as the disparities are found, the management must identify the underlying causes, such as:

1. Inadequate planning

2-Implementation of the strategy was flawed.

3-Communication and supervision that are ineffective

# 3- Taking corrective action

    Managers are required to ascertain why criteria were not reached. Without wasting any time, corrective action must be implemented quickly. Corrective action may include enhancing employees' techniques, organizational structure, selection, training, and compensation. This stage also includes considering if further control is required or whether the standard should be altered.

- In the end of month if child cannot make any thing or his parent don't notice any progress, he will take   discount next month and we will change the instructor for him.

- If child get hurt, we provide a doctor immediately to do first aid

- If we notice that one of the children is violent or withdrawn, we also provide a specialist to follow up on his condition

**Determining the reasons for the deviation:**
- As previously stated, establishing a method for a) assessing which people are having differ cuties, b) selecting intervention strategies or supports and matching these promotes to l earners, and c) reviewing whether the intervention strategies are helpful is critical in a multi-tier RTI strategy.

**Practitioners can use a self-questioning method to help them make better decisions by asking oneself the following questions:**

- Who is having a problem?
- what is the nature of the problem?
- What intervention measures can be employed to solve or lessen the severity of the problem?

**As a result of the intervention(s), did the problem (or problems) go away or get better Corrective actions if needed:**

- Managers must decide whether to take action to correct performance when deviations occur in the final step of the control process. Detecting deviations and being able to take appropriate action are prerequisites for corrective actions. Before remedial action may be performed, the true source of the deviation must often be identified.

## *Profit*

The expected profit income in the year is about 3,600,00 E.G as our subscription cost about 1000/1200 E.G per month for each student and we are planning to have about 30 students per month then 360 per year so the average income is 3,600,00 E.G per year.

We are expecting to spend about 1,400,00 E.G per year 30000 for electricity and 70000 for instructors and about 40000 for the rent of the place.