Role Report

This report will give you an opportunity to reflect on your Biz Café experience.  You are to answer each question (Topic).  Each question is different so the length will vary.  I am going to use a word count as your constraint.  The total word count needs to total at least 1250 words.  This report represents 5% of your overall grade and we will look at your answers for thoughtfulness and some depth.  You don’t have to tell us every move you and your team made.  Just pick one that you want to talk about.

The format for the report is a combination of an informational and analytical report.  I want your experience but you will need to provide opinions at times.  You will use headings (Topics) and break them up into sections.  You can create subheadings if needed.  See the example below:

**Role Report**

**Introduction**

Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna.

Nunc viverra imperdiet enim. Fusce est. Vivamus a tellus.

Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Proin pharetra nonummy pede. Mauris et orci.

Aenean nec lorem. In porttitor. Donec laoreet nonummy augue.

Suspendisse dui purus, scelerisque at, vulputate vitae, pretium mattis, nunc. Mauris eget neque at sem venenatis eleifend. Ut nonummy.

**Major Decisions**

Lorem ipsum dolor sit amet, consectetuer adipiscing elit. Maecenas porttitor congue massa. Fusce posuere, magna sed pulvinar ultricies, purus lectus malesuada libero, sit amet commodo magna eros quis urna.

Nunc viverra imperdiet enim. Fusce est. Vivamus a tellus.

Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Proin pharetra nonummy pede. Mauris et orci.

Aenean nec lorem. In porttitor. Donec laoreet nonummy augue.

Suspendisse dui purus, scelerisque at, vulputate vitae, pretium mattis, nunc. Mauris eget neque at sem venenatis eleifend. Ut nonummy.

Topics to cover in your Role Report:

1. An introduction to include your Coffee Shop name and your role with the Coffee Shop (Marketing, Operations……).
2. What major decision(s) did your team make that made a difference and were you able to sustain the progress?
3. What surprised you the most about running the Coffee Shop?
4. In your role, what was the key change that you made that helped your coffee shop the most?
5. If you had a chance to start over would you change your approach? Why or why not?
6. Provide me with a takeaway from your business simulation experience.

You don’t need to add images and graphics to the report.  This assignment is based on your experience and there is no right or wrong answer.  Having said that you do need to put thought into answering the questions and forming them into topics.  This is a writing assignment that will be graded on your ability to produce a readable document that addresses the topics, is organized well, is free of misspellings and grammatical mistakes, uses correct punctuation and meets the word count minimum of 1250 words.  This assignment is designated as your primary writing assignment for the course. As mentioned earlier, the Role Report is worth 5% of your grade.