

15 Minutes	<b>Student Welcome/Orientation/Pledge of Allegiance</b>
15 Minutes	<b>Job Training in each shop</b> (Volunteer led)
10 Minutes	<b>Staff Meeting #1</b> (at each business) (CEO led)
30 Minutes	<b>Business Start-Up</b> <ul style="list-style-type: none"> <li>• Business supplies delivered from Delivery Center</li> <li>• Business loans processed at Bank</li> <li>• Prices set and display set-up</li> <li>• Production of products and services begins</li> <li>• Payroll processed (1<sup>st</sup> paycheck printed)</li> </ul>
25 Minutes	<b>Opening Town Meeting</b> <ul style="list-style-type: none"> <li>• Introduction of Mayor and his or her speech highlighting importance of voting, and Quality Business Award</li> <li>• Retail and manufacturing CEOs present brief description of products</li> </ul>
75 Minutes	<b>Employee Work/Break Rotations</b> (three sessions/25 minutes each) <ul style="list-style-type: none"> <li>• First employee bank deposit</li> <li>• Employees open savings account</li> <li>• Employee lunch session</li> <li>• Retail businesses open for sales</li> <li>• Employees begin to shop</li> <li>• Employees may vote</li> </ul>
15 Minutes	<b>Staff Meeting #2</b> (at each business) (CEO led)
60 Minutes	<b>Employee Work/Break Rotations</b> (three sessions/20 minutes each) <ul style="list-style-type: none"> <li>• <b>Second employee bank deposit will be direct deposited</b></li> <li>• Employee lunch session</li> <li>• Employee shopping continues</li> <li>• Employee voting continues</li> </ul>
10 Minutes	<b>Business Clean-Up/Staff Meeting #3</b> <ul style="list-style-type: none"> <li>• Business restored to original set-up</li> <li>• Remaining inventory organized and kept in shop</li> <li>• Students prepare for final staff meeting</li> <li>• Volunteers review observations/learning opportunities of the day</li> </ul>
15 Minutes	<b>Closing Town Meeting</b> <ul style="list-style-type: none"> <li>• Mayor speaks</li> <li>• Quality Business Awards presented</li> <li>• Voting results reported</li> <li>• End-of-Day Reports: various businesses report pertinent information</li> </ul>