

# BUSINESS SNAPSHOT

## *QASP RADIO*

### **Business Overview**

QASP Radio provides live music, radio commercials, and news reports. QASP plays music chosen by the DJ or from song requests made by the citizens of BizTown. They collect advertising revenue from each business and make payments on their loan.

### **Business Overview**

- At the end of Business Start Up, The **DJ** introduces and plays the National Anthem to cue the opening of the JA BizTown Business Day..
- The **Ad Executive** collects the radio advertisement copy sheets from all businesses. The radio advertisement was done at school and is found in each business's BizPrep packet.
- The **Ad Executive** brings the ad back to QASP and gives it to the DJ to read on the air. The **DJ** uses a Radio Log to keep track of which commercials were announced.
- Citizens fill out Song Request Forms for the DJ to play in between commercials, interviews, and TV broadcast announcements.
- After receiving a few payment checks, the **CFO** follows his/her Job Directions and makes a Business Deposit. This includes entering the payment checks into his/her computer and printing a deposit ticket.

### **Employee Responsibilities**

- **CEO** Takes Loan Application and Promissory Note to bank for approval, signs all paychecks and business checks, and assists all other employees.
- **CFO** Issues paychecks to each employee and prints checks to pay all business costs for the day. Makes business deposits.
- **Ad Executive** Gets supplies with \$5.00 check from CFO. Collects radio advertisements and payment from every other business.
- **Reporter** Conducts interviews with one or several, *JA BizTown* citizens. Writes an article and gives it to the DJ to be read on-air.
- **DJ** Plays the National Anthem, prepares a playlist and broadcast log for the day, reads all advertisements, and plays selected music from the playlist and Song Request Forms.