

EVRIKA

BUSINESS MAGAZINE

**PREPARING FOR FUTURE
BUSINESSES**

by Mihai

**HOW TO MAKE YOUR
OCCUPATIONAL
CHOICES**

by AYSE ELMALI

**DO'S AND DON'TS FOR
DEVELOPING A CV**

by Aura

PHOTOGRAPHED BY IAN CASTANEDA



Welcome to the business world!

Now the coffee, long and frequent pauses, are not a right option. You are working only for yourself and the business will be created only through yourself, thus focus on implementing your vision to reality, 100%. You will interact with potential clients, final clients, business men, and all kind of situations. You will establish budgets, you will take important decisions in key moments, to develop certain campaigns. If you are not an expert in all of these, you will need to become one, step by step. You will see the world with other eyes, you will have new perceptions and perspectives upon business environment.

Outsourced services

In order to remain focused on your vision, it is highly recommended to externalize some of the operations that require time and the knowledge, since your comprehension upon these can be limited. There are companies or freelancers that offer this kind of support - outsourced services. These services will require a dedicated budget, but it is proved that will offer you multiple advantages both on risks and costs. The services you can outsource are: training support services, legal or accountancy - where the legal framework constantly changes, specialized online marketing services, website maintenance, or other necessary services for the development or support of your business. You are the one empowered to take best decisions for your future company.

How do you discover the business success?

You will discover that being entrepreneur or having your own business, does not necessarily mean a constant income, a fixed working program, or a stable working place. It means investment, organization, perseverance. No matter how hard will be at the beginning, choose not to give up and find the courage to be focused on your vision. Tempting right? If you do not try, you do not know how it is. Dare!

WRITTEN BY

MIHAI

PREPARING FOR FUTURE BUSINESSES

Vision vs Reality

Before starting any procedure, you should have a clear vision upon what you are willing to do. You must check the market in your domain and see who your competitors are and how you will be different from them. Share your ideas with trusted and optimistic people, and focus on how everything will become reality. Do not forget that you have a life, thus you can let your mind free from time to time, and thus you will offer yourself ideal solutions for later, during less friendly times.

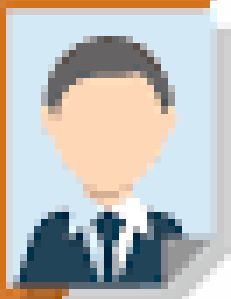
After getting it on the paper, your idea will be projected into reality. Make a business plan not very elaborated, since it can be updated during unpredicted situations. You will implement this plan with the help of Grantt diagram, main planification instrument.

The legal entity of your organization

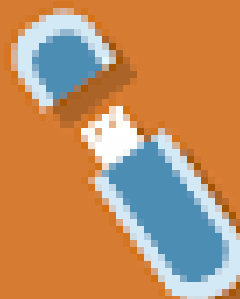
We have the vision, we have the plan, we have the time frame, the following steps will follow: LTD, Self Employed, even NGO (generically called business). Here you may find many opinions, as a piece of advice, you should leave the experts choosing the right entity for you.

Establishing a LTD

If you are planning to establish a LTD, take a look on CAEN code and find which is your main activity code, or the one as closest to your plan is. You can also choose subsidiary CAEN codes which your business can develop. Afterwards, you should think about the name of your company in order to be registered at the Trade Registry. Be creative and put 3 names on the paper in preferences order to check their availability. Then you can address to a specialist to take care about the registration procedure.



CURRICULUM VITAE



Now, let's take a look at the structure of a CV. In the European community, the general accepted form of an CV is the Europass CV. It is very easy to fill in, it can be downloaded from the internet in any language you want (any EU language), and it also has the instructions that guide you to complete it properly. The problem with the Europass is that it is established only at the European level so, if you want to apply for a position in a TNC, you should design your own CV, but you are allowed to inspire yourself from the Europass structure. In general, a CV should contain the following sections: personal information, work experience, education, languages, skills&competences, extra education, hobbies, references, publications and achievements. The order may differ, for example in the case of education and work experience the order is defined by their level of importance (which one is more impressive should come first), but what is for sure is that the personal information is always the first and then it is followed by whether education or work experience (see explanation above). The first line of your CVs must consist of your name written in large letter and covering almost the entire header. Then, your contact information and any other personal information that you want to add. The sections "Education" and "Work experience" should not be as general as you think: yes, you are supposed to briefly note the positions that you've occupied in the past and the degrees that you have but below every information of this kind you should write some detailed activities or aspects with regard to that position/degree. Please remember that any voluntary activities shall pass as work experience and the expression that you should use is "I've worked as....", and not "I've volunteered to". The "Languages" section must definitely contain your mother tongue and then the foreign languages that you know. When talking about EU, you are free to use the qualifications A1, A2, ... , C2. But if your CV is for another international company, it is recommended to describe your level as being basic, intermediate or advanced. Also, it would be a good idea to draw a table in which to include speaking, listening, reading and writing and to note every one of these with your level. The "Skills and Competences" section is a sensitive one because many people tend to over or underestimate themselves. The general rule that applies here is the following: if you know less than 40% of the functionalities, you're level is basic; if you know between 40-60% of the functionalities, you are intermediate, and if you know more than 60%, you are advanced. Any additional courses, trainings or projects must be introduced in the extra education section, but just pay attention to the relevance of the project for the position you are applying to. The others sections - hobbies, achievements and publications - depend a lot on the company, the type of job, the position, your personality and other national or regional customs so, in this case, you are strongly advised to do some research about the company and the position and then you are free to adapt these sections to requirements of the job.

Do s and don ts in a CV

First of all, you should think about what a CV really means. Lately, we've been using the word CV so much that we actually forget what it refers to, we do it like some machines that are already programmed to write, but how many of you know what does CV stand for? Well, CV is also known as curriculum vitae (in latin) so it is actually a briefing of your life and experiences in order for someone to be able to find out about you as much as it is possible very fast and only by reading. Consequently, a CV should be a briefing of your own life and you should design it to reflect your personality and your abilities. Taking into consideration that you generally need a CV when applying for a job, your CV should be like a professional mirror that encompasses all of your work and academic experience, but you're also supposed to add some personal skills, competences, abilities or even the awards that have been offered to you during your life. The question that arises from here is how much personal information are you supposed to include in your CV in order to keep it professional but not too incomplete? Unfortunately, there is no magic formula for writing your CV, but what is for sure is that you must always adapt the content of the CV to the job you are applying for. If some detailed personal information is required for obtaining the job, then you are totally supposed to add it. If not, try to avoid as much as you can (e.g. the birth date should be avoided because it is a high risk of being discriminated against due to your age). Another important aspect is the picture: should we use a picture in our CVs or not? Again, there is no correct answer, but the general advice is that you should not take into consideration putting your photo especially because most of the people do not know how to take a proper photo, how to dress, how to insert it in the CVs and, what's more, it could become a base for discrimination.. Debates take place also around the subject of the driving license: some say we should include it in our CVs, some are totally rejecting the idea. Again, it depends on the job you are applying for (if you are applying for becoming a driver, you should definitely include your driving license!), and on the abilities that are request in order to obtain a driving license (in some European countries the driving license means passing some difficult tests that may validate the skills you possess).

WRITTEN BY

AURA



HOW TO MAKE YOUR OCCUPATIONAL CHOICES

At present, our educational choices direct our whole life. So, it gives a big importance for people to choose the schools they would like to go an occupations according to that. So here I am going to give some tips about it.

First of all you should decide about occupation you would like to do in your future. If you are confused and can not decide which one, you should write occupations which you find the best for you and think about them one by one. You should write positives and negatives of that job and in the end you should figure our the best ones for you. To make sure, it is very important to train or be in that occupation even if you might be watching. Imagining that you do that job, seeing the challenges and advantages and finding out what you like and don't like are very important.

After deciding that, you should find out which school can take you to your dream in the best way.

At first, you should be careful about if the school you are going to choose meets your needs or not.

You should find out if you fit the school you choose.

The school you choose shouldn't be too hard and demaning or too easy for you.

You should look at the graduation ranks.

The school you choose should have good ranks. But be careful about the ranks if they are in the department you want or not. For instance, a school might be very good at ranks of art, science etc. but not the department you want.

You should visit schools.

You shouldn't rely on the website o the pictures in social media.

You should take opinions and comments from other people who have studied at that school or know anyone who has studied there.

Don't forget that choosing the right school is very important and the first step of the life of you or your child and should be taken very carefully.

WRITTEN BY

AYSE



Creating a job based on my skills and competences and preparing for future businesses

Price range:

The PA and Light System: Would vary in price depending on type of set up for concert or show €250 to €600 per day for 2 to 3 crew which includes sound engineer.

Instrument Tutition: The lessons would be at a set rate of €35 an hour.

The Rehearsal Studio: Would vary in price from €10 to €15 an hour.

The Recording Studio: Recording and mixing would vary depending on the project between €250 - €500

A job based on my skills would be both educational and entrepreneurial, I'm a musician and sound engineer with experience in those areas in both live and studio. My home town is Mullingar, Co Westmeath, Ireland IE there is a strong music scene with pubs and music six days a week, so there is a demand for rehearsal, recording studios and PA systems. The studio would be operated as a social enterprise where prices would not be as high as commercial studios so rates would be affordable and excessive to meet the demand locally which could also be tied into local youth services where instrument tuition in guitar, bass, drums, sound engineering and music technology courses can be taught. With a broad range of activities incorporated from rehearsal, studio, Live and educational you are guaranteed a constant supply of income throughout the year from all the different areas covered.

WRITTEN BY

FRANK



Do and Don't

If you are looking for your first job or because you want to change company or work, your CV is requested. What is the CV?

On paper or online, no formal or Europass model, the CV is the document by which you give information about your personal and professional skills.

Writing your CV with accuracy is a good opportunity to be contacted from head hunter, researcher and have a job interview.

Below a guideline about the things you can do and don't.

Do

- Give correct info about you;
- Job title (head hunter and resercher use the job title to screen the CV);
- Change your CV considering the job and the skills required;
- Indicate your professional skills, your best goal in your carrer (professional or academic).

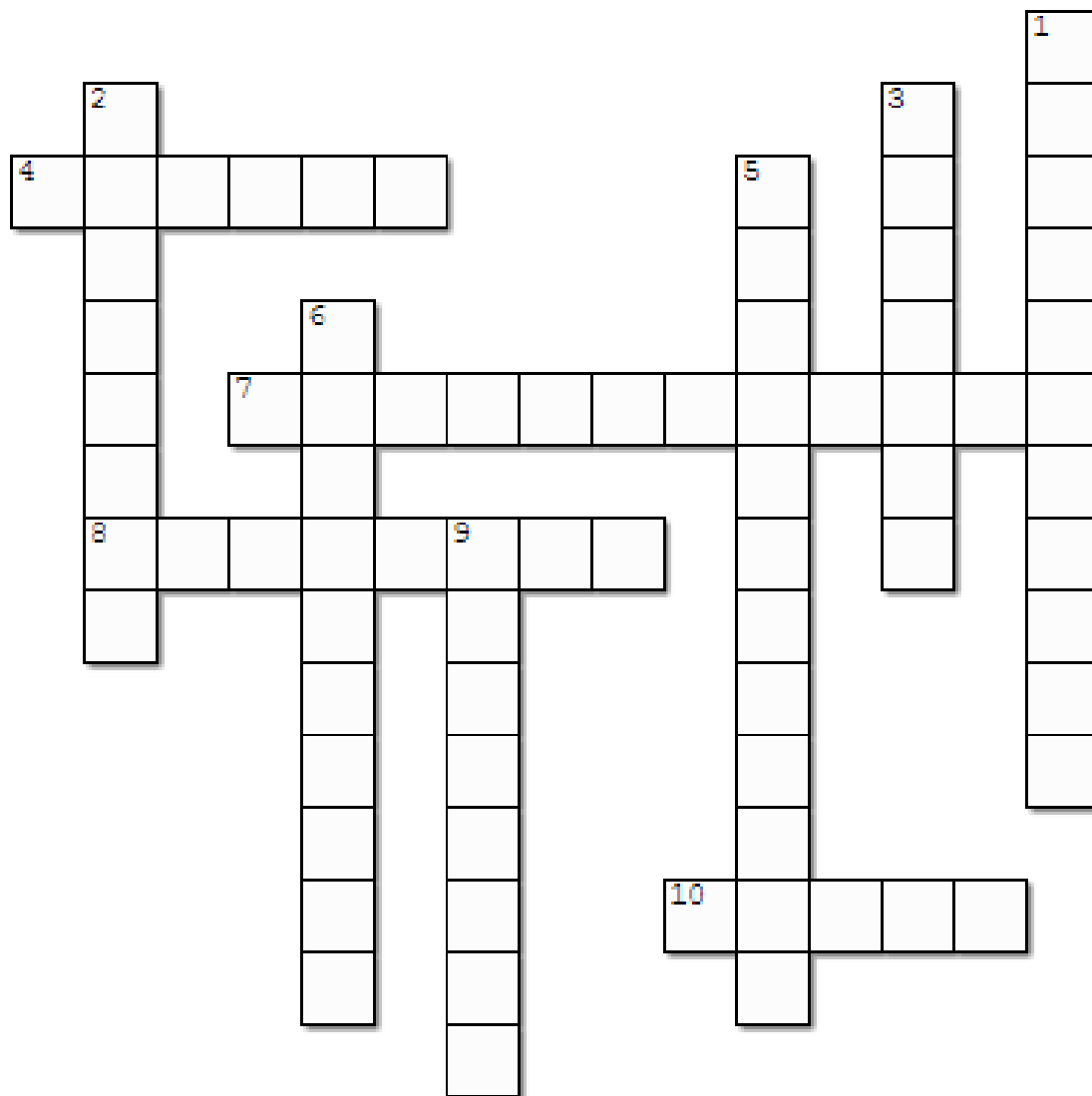
Don't

- Photo is not important, but if it is required don't use photo from wedding, party, moment's in love, holidays;
- Don't use date of birth or age;
- Don't use the same CV for different job applications;
- Facebook profile, you are searching a job, no new friends;
- Lies.

RITTEN BY

MATTEO

Complete the crossword below



1. Technical degree
2. Wanting to achieve higher position
3. The person of the company who makes an interview
4. The one who protects your law
5. Synonym of the word "company"
- 6.people of age 15-25
7. Appointment
8. Person who is responsible for employees
9. Reminder
10. Gifted, capable person of doing something extra

CREATED BY

MIRIAM