Questions: Answer the questions below by typing or selecting your answer in the white cells in the column called "Your Answers." [Please click me for a video explanation of why there are underscores " " between words at the beginning of many cells]
[Optional] Employee_recruiting_strategy: How do you recruit employees?

[^0]4-2
[Optional] Have you looked at the profiles of the competition's employees on Linkedin and/or on their website? If so, write down the skills that they have that you want your employees to learn. Also, think about the skills that your competitor's employees have when hiring new employees. Documenting this (in this question) might help you to answer the questions below.

4-5 My weaknesses: What are your biggest weaknesses? [Optional: click me to go 4-5 to back to Step 1 and change your name]

| $4-6$ | Job_title: What is your job title? |
| :---: | :---: |
| 4 | [0, |

7 [Optional] First_employees_strengths: What are 's biggest strengths?

- Optional: click me to go to Step 1 and change 's name.]
[Optional] First_employees_weaknesses: What are 's bi
[Optional: clickme to [Optional] First emple. title: What is 's it

4-10 [Optional] Second_employees_strengths: What are 's biggest strengths
[Optional: click me to go to Step 1 and change 's name.]
[Optional] Second_employees_weaknesses: What are 's biggest weaknesses?
[Optional: click me to go to Step 1 and change 's name.]
[Optional] What is 's job title?
[Optional] Third_employees_strengths: What are 's biggest strengths?
[Optional: click me to go to Step 1 and change 's name.]
Third_employees_weaknesses: What are 's biggest weaknesses? [Optional:
click me to go to Step 1 and change 's name.
[Optional]Third_employees_job_title: What is 's job title?
Fourth employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.]
4-17 Fourth_employees_weaknesses: What are 's biggest weaknesses? [Optional:
4-17 $\quad$ click me to go to Step 1 and change 's name.]
8 [Optional]Fourth_employees_job_title: What is 's job title?

| 4-19 | $\begin{array}{l}\text { Fifth_employees_strengths: What are } \\ \text { to go to Step 1 and change 's name_] }\end{array}$ |
| :--- | :--- |

Fifth employees weaknesses: What are 's biggest weaknesses? [Optional:
click me to go to Step 1 and change 's name.]

Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality"

We recruit employees that have significant virtual reality practical experience, including engineers that have worked at large media companies, founders of virtual reality companies and advanced research and development computer science PHDs from top universities. The common element that all of our employees have is a passion for disrupting the entire media industry using next generation virtual reality technologies. Everyone at Shark Virtual Reality is a team player, affable, hungry and ethical.
We believe in a solid work/life balance. As such, we allow all employees to work Wre believe in a solid work/life balance. As such, we allow all employees
from home, which keeps our costs lower and morale very high. We offer generous stock options as well, with a vesting period of 4 years for each annual stock option grant.
experienced software engineer, Harvard Business School MBA, started and sold 1 company, worked at Facebook


## engineering experience at Google, IIT graduate and start-up experience

## weakness firstE

Vice President of Sales and Marketing

weak_2
Marketing Manager Social Media
strength_2
weak_2



Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks]

| Questions: Answer the questions below by typing or selecting your answer in the white cells in the column called "Your Answers." [Please click me for a video explanation of why there are underscores " " between words at the beginning of many cells] |  | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-21 | [Optional]Fifth_employees_job_title: What is 's job title? | Sales Manager, Online Distribution |  |
| 4-22 | Sixth_employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-23 | Sixth_employees_weaknesses: What are 's biggest weaknesses? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-24 | [Optional]Sixth_employees_job_title: What is 's job title? | VP of Engineering |  |
| 4-25 | Seventh_employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-26 | Seventh_employees_weaknesses: What are 's biggest weaknesses? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-27 | [Optional]Seventh_employees_job_title: What is 's job title? | Software Engineer, Front End User Design |  |
| 4-28 | Eight_employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-29 | Eight_employees_weaknesses: What are 's biggest weaknesses? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-30 | [Optional] What is 's job title? | Software Engineer, Back End \& Infrastructure Management |  |
| 4-31 | Ninth_employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-32 | Ninth_employees_weaknesses: What are 's biggest weaknesses? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-33 | [Optional] What is 's job title? | Engineering Intern |  |
| 4-34 | Tenth_employees_strengths: What are 's biggest strengths? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-35 | Tenth_employees_weaknesses: What are 's biggest weaknesses? [Optional: click me to go to Step 1 and change 's name.] |  |  |
| 4-36 | Tenth_employees_job_title: What is 's job title? | Vice President of Finance and Operations |  |
| 4-37 | Based on your answers above, do you think there are any significant gaps in the skill sets of the people on your team (including yourself)? If so, please list the skills or gaps that you would love to address. <br> When you answer this question, if you want, please remember who your target reader is for your business plan, which you mentioned was: you haven't chosen who the reader is of your business plan in Step 1 [Optional: click me to go to Step 1 and change your answer for who the target reader is]. |  |  |
| 4-38 | [Optional] Based on your answer to the previous question, you might have a good idea of which employees or partners to bring on to your team in order to fill the gaps in your company's skillset. However, my personal preference is to consider outsourcing the gaps to external service providers like accounting, graphic design, CFO and payroll services, some engineering or IT support etc. <br> If you outsource, this could be a cheaper way to fill some gaps so you can focus on what your company's core competency is, which you mentioned was [Optional: click me to go to Step 1 and change your answer for what your company does]. Please write down what skills you can outsource. |  |  |


|  | stions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-39 | [Optional] Here's the fun part! Now that you know what skills that your company lacks that you are not going to outsource and if you decide not to hire people to fill these gaps, this is the part of the course where we discuss networking and getting a board in place. <br> Why? Because it makes your business plan look stronger as it addresses some of the potential skill or eperience gaps. Let's add 3 board advisors now. |  |  |
| 4-40 | [Optional] What sector do you want board advisor \#1 to be in? |  |  |
| 4-41 | [Optional] What companies would be ideal to have board advisor \#1 to be from? |  |  |
| 4-42 | [Optional] Using LinkedIn enter the names of a few great board candidates to fill board advisor seat number \#1. |  |  |
| 4-43 | [Optional] Send inMails to these board advisor seat \#1 candidates and enter in which names you have meetings set up with |  |  |
| 4-44 | [Optional] First_board_advisors_name: Type in the name of confirmed board advisor \#1. | Gates William |  |
| 4-45 | [Optional] First_board_advisors_company_name: Type in the company name that confirmed board advisor \#1 works for. | Microsoft |  |
| 4-46 | [Optional] First_board_advisors_job_title: Type in the title of board advisor \#1 (i.e., Vice President, Engineering) | Vice President, Engineering |  |
| 4-47 | [Optional] If available, enter in at least one impressive logo of companies or schools that board advisor \#1 has on their Linkedln profile in the white box. |  | If available (optional), paste the images here. |
| 4-48 | [Optional] What are board advisor \#1's biggest strengths? |  |  |
| 4-49 | [Optional] First_board_advisors_bio: Write a short one paragraph bio highlighting board advisor \#1's biggest strengths. | Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-50 | [Optional] If available, paste board advisors \#1's Linkedln profile picture in the white box. |  | If available (optional), paste the photo here. |
| 4-51 | [Optional] What sector do you want board advisor \#2 to be in? |  |  |
| 4-52 | [Optional] What companies would be ideal to have board advisor \#2 to be from? |  |  |
| 4-53 | [Optional] Using Linkedin enter the names of a few great board candidates to fill board advisor seat number \#2. |  |  |
| 4-54 | [Optional] Send inMails to these board advisor seat \#2 candidates and enter in which names you have meetings set up with |  |  |


|  | stions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-55 | [Optional] Second_board_advisors_name: Type in the name of confirmed board advisor \#2. | Godin Seth |  |
| 4-56 | [Optional] Second_board_advisors_company_name: Type in the company name that confirmed board advisor \#2 works for. | Gamble \& Proctor |  |
| 4-57 | [Optional] Second_board_advisors_job_title: Type in the title of board advisor \#2 (i.e., Vice President, Engineering) | Vice President of Marketing |  |
| 4-58 | [Optional] If available, enter in at least one impressive logo of companies or schools that board advisor \#2 has on their Linkedln profile in the white box. |  | If available (optional), paste the images here. |
| 4-59 | [Optional] 'What are board advisor \#2's biggest strengths? |  |  |
| 4-60 | [Optional] Second_board_advisors_bio: Write a short one paragraph bio highlighting board advisor \#2's biggest strengths. | Godin Seth is an experienced marketing expert with a marketing certificate from the prestigious University of Udemy. |  |
| 4-61 | [Optional] If available, paste board advisors \#2's LinkedIn profile picture in the white box. |  | If available (optional), paste the photo here. |
| 4-62 | [Optional] What sector do you want board advisor \#3 to be in? |  |  |
| 4-63 | [Optional] What companies would be ideal to have board advisor \#3 to be from? |  |  |
| 4-64 | [Optional] Using Linkedln enter the names of a few great board candidates to fill board advisor seat number \#3. |  |  |
| 4-65 | [Optional] Send inMails to these board advisor seat \#3 candidates and enter in which names you have meetings set up with |  |  |
| 4-66 | [Optional] Third_board_advisors_name: Type in the name of confirmed board advisor \#3. | third board name |  |
| 4-67 | [Optional] Third_board_advisors_company_name: Type in the company name that confirmed board advisor \#3 works for. | third board company name |  |
| 4-68 | [Optional] Third_board_advisors_job_title: Type in the title of board advisor \#3 (i.e., Vice President, Engineering) | third board job title |  |
| 4-69 | [Optional] If available, enter in at least one impressive logo of companies or schools that board advisor \#3 has on their Linkedin profile in the white box. |  |  |
| 4-70 | [Optional] What are board advisor \#3's biggest strengths? |  |  |
| 4-71 | [Optional] Third_board_advisors_bio: Write a short one paragraph bio highlighting board advisor \#3's biggest strengths. | BIO_BOARD_3Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |


| Questions: Answer the questions below by typing or selecting your answer in the white cells in the column called "Your Answers." [Please click me for a video explanation of why there are underscores " " between words at the beginning of many cells] |  | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-72 | [Optional] If available, paste board advisors \#3's Linkedln profile picture in the white box. |  | If available (optional), paste the photo here. |
| 4-73 | My_bio: Write a short one paragraph bio highlighting your strengths, past relevant work experience, education and awards or big accomplishments. <br> [Optional: Click me to go to the cell where you can enter in your strengths.] | Tony Shark is a very experienced software engineer, with significant engineering work experience at Facebook, where he led the Virtual Reality Development Team. He also started a software company, which was purchased by Microsoft. Tony has an MBA from Harvard Business School and an undergraduate degree from IIT, where he graduated 2 nd in his class. |  |
| 4-74 | [Optional] If available, paste your Linkedln profile picture in the white box: |  | If available (optional), paste the photo here. |
| 4-75 | [Optional] If available, paste a few logos of brands that are impressive from your LinkedIn profile in the white box. | harvard <br> LAW | If available (optional), paste the images here. |
| 4-76 | [Optional] First_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee. Please watch the lecture associated with this exercise if you have questions. Thanks] | BIO_EMP1 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-77 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your first employee's name.] |  | If available (optional), paste the photo here. |
| 4-78 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedin profile page in the white box. [Optional: click me to go to the cell where you can enter your first employee's name.] |  | If available (optional), paste the images here. |


|  | stions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-79 | Second_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP2 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-80 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your second employee's name.] |  | If available (optional), paste the photo here. |
| 4-81 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedin profile page in the white box. [Optional: click me to go to the cell where you can enter your second employee's name.] | HARVARD <br> LAW | If available (optional), paste the images here. |
| 4-82 | Third_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP3 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-83 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your third employee's name.] |  | If available (optional), paste the photo here. |
| 4-84 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your third employee's name.] |  | If available (optional), paste the images here. |
| 4-85 | Fourth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP4 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |


|  | stions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-86 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your fourth employee's name.] |  | If available (optional), paste the photo here. |
| 4-87 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your fourth employee's name.] |  | If available (optional), paste the images here. |
| 4-88 | Fifth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP5 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-89 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your fifth employee's name.] |  | If available (optional), paste the photo here. |
| 4-90 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your fifth employee's name.] |  | If available (optional), paste the images here. |
| 4-91 | Sixth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP6 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-92 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your sixth employee's name.] |  | If available (optional), paste the photo here. |


|  | estions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please $k$ me for a video explanation of why there are underscores" " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| 4-93 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your sixth employee's name.] |  | If available (optional), paste the images here. |
| 4-94 | Seventh_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP7 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-95 | [Optional]: If available, paste 's LinkedIn profile picture in the white box. [Optional: click me to go to the cell where you can enter your seventh employee's name.] |  | If available (optional), paste the photo here. |
| 4-96 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your seventh employee's name.] |  | If available (optional), paste the images here. |
| 4-97 | Eigth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP8 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-98 | [Optional]: If available, paste 's LinkedIn profile picture in the white box. [Optional: click me to go to the cell where you can enter your eigth employee's name.] |  | If available (optional), paste the photo here. |
| 4-99 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your eigth employee's name.] |  | If available (optional), paste the images here. |


|  | stions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
| $4-100$ | Ninth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP9 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| $4-101$ | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your ninth employee's name.] |  | If available (optional), paste the photo here. |
| 4-102 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your ninth employee's name.] |  | If available (optional), paste the images here. |
| 4-103 | Tenth_employees_bio: Your employee named 's biggest strengths are: <br> Write a short one paragraph bio highlighting 's strengths, past relevant work experience, education and awards or big accomplishments. <br> Also, include a sentence about the job responsibilities of this employee.) <br> [Optional: Click me to go to the cell where you can enter in the strengths of this employee.] | BIO_EMP10 Gates William has worked in engineering at Microsoft since 1984. He also worked at Facebook as a support engineer and he has a P.H.D. (which stands for Plumbing, Heating and Dishwashing) from Oxbridge where he was a Street Scholar. |  |
| 4-104 | [Optional]: If available, paste 's Linkedln profile picture in the white box. [Optional: click me to go to the cell where you can enter your tenth employee's name.] |  | If available (optional), paste the photo here. |
| 5 | [Optional]: If available, paste at least one impressive logo of companies or schools from 's Linkedln profile page in the white box. [Optional: click me to go to the cell where you can enter your tenth employee's name.] |  | If available (optional), paste the images here. |

Questions: Answer the questions below by typing or selecting your answer in the white cells in the column called "Your Answers." [Please click me for a video explanation of why there are underscores " " between words at the beginning of many cells]
[Optional]: Need_to_hire_for_these_roles: If you think you need to mention in your business plan that you want to hire another person that can compensate for the weaknesses that you documented above of the employee(s) of your firm, then write a brief sentence highlighting this. In order to help you write a sentence about an employee or employees that you need to hire, here are all of the weaknesses that you documented above:

Weaknesses of = You have not documented your weaknesse
$s$ weaknesses $=$ You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. s weaknesses = You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. s weaknesses $=$ You have not documented weaknesses for this employee. 's weaknesses = You have not documented weaknesses for this employee. [Optional]: If you have not accounted for who is in charge of the following job functions listed below, then scroll up and make the necessary changes (if applicable):

Sales
Marketing
Accounting (often outsourced)
Financial Modeling/Forecastin
Manufacturing (if applicable)
Product Development/R\&D
General Employee Management
Legal (often outsourced)
Hiring / Human Resources
Administration, etc.
Also, think about what skills your existing employee(s) can learn through onlin courses.
[Optional] First_outsourced_partners_name: Type in the name of outsourced partner \#1 (ike an accountant, contractor, consultant or another position for which you have outsourced business processes to).

| $4-109$ | $\begin{array}{l}\text { [Optional] First_outsourced_partners_comp } \\ \text { name that outsourced partner \#1 works for. }\end{array}$ |
| :--- | :--- |


partner \#1 (i.e., Accounting Consultant or Corporate Lawyer, etc.)
[Optional] First_outsourced_partners_bio: Write a short one paragraph bio
highlighting outsourced partner \#1's biggest strengths.
[Optional] Second_outsourced_partners_name. Type in the name of outsourced partner \#2 (like an accountant, contractor, consultant or another position for which you have outsourced business processes to).
[Optional] Second_outsourced_partners_company_name: Type in the company
name that outsourced partner \#2 works for.
[Optional] Second_outsourced_partners_job_title: Type in the title of
outsourced partner \#2 (i.e., Accounting Consultant or Corporate Lawyer, etc.)

Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality"

We are looking to hire a full-time engineer with back end a.i. experience in foreign markets. We are also looking to hire a part-time data entry employee.

Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks]

|  | estions: Answer the questions below by typing or selecting your wer in the white cells in the column called "Your Answers." [Please me for a video explanation of why there are underscores " " between ds at the beginning of many cells] | Sample Answers: Below are the sample answers for "Tony Shark's" pretend company called "Shark Virtual Reality" | Your Answers Please type or select the answers below. [Don't worry if you can't answer all of the questions yet as you till be able to later in the course. You can always change your answers later on in the course as well. Thanks] |
| :---: | :---: | :---: | :---: |
|  | [Optional] Second_outsourced_partners_bio: Write a short one paragraph bio highlighting outsourced partner \#2's biggest strengths. | Jake Jones has been a certified accountant since 2005. He has a Bachelors of Finance degree from the University of Haroun. |  |
| 4-116 | [Optional] Third_outsourced_partners_name: Type in the name of outsourced partner \#3 (like an accountant, contractor, consultant or another position for which you have outsourced business processes to). | Jake Jones |  |
| 4-117 | [Optional] Third_outsourced_partners_company_name: Type in the company name that outsourced partner \#3 works for. | KPMG |  |
| 4-118 | [Optional] Third_outsourced_partners_job_title: Type in the title of outsourced partner \#3 (i.e., Accounting Consultant or Corporate Lawyer, etc.) | Accounting Consultant |  |
|  | [Optional] Third_outsourced_partners_bio: Write a short one paragraph bio highlighting outsourced partner \#3's biggest strengths. | Jake Jones has been a certified accountant since 2005. He has a Bachelors of Finance degree from the University of Haroun. |  |
| 4-120 | [Optional] Fourth_outsourced_partners_name: Type in the name of outsourced partner \#4 (like an accountant, contractor, consultant or another position for which you have outsourced business processes to). | Jake Jones |  |
| 4-121 | [Optional] Fourth_outsourced_partners_company_name: Type in the company name that outsourced partner \#4 works for. | KPMG |  |
| 4-122 | [Optional] Fourth_outsourced_partners_job_title: Type in the title of outsourced partner \#4 (i.e., Accounting Consultant or Corporate Lawyer, etc.) | Accounting Consultant |  |
|  | [Optional] Fourth_outsourced_partners_bio: Write a short one paragraph bio highlighting outsourced partner \#4's biggest strengths. | Jake Jones has been a certified accountant since 2005. He has a Bachelors of Finance degree from the University of Haroun. |  |
| 24 | [Optional] Fifth_outsourced_partners_name: Type in the name of outsourced partner \#5 (like an accountant, contractor, consultant or another position for which you have outsourced business processes to). | Jake Jones |  |
| 4-125 | [Optional] Fifth_outsourced_partners_company_name: Type in the company name that outsourced partner \#5 works for. | KPMG |  |
| 4-126 | [Optional] Fifth_outsourced_partners_job_title: Type in the title of outsourced partner \#5 (i.e., Accounting Consultant or Corporate Lawyer, etc.) | Accounting Consultant |  |
|  | [Optional] Fifth_outsourced_partners_bio: Write a short one paragraph bio highlighting outsourced partner \#5's biggest strengths. | Jake Jones has been a certified accountant since 2005. He has a Bachelors of Finance degree from the University of Haroun. |  |


[^0]:    Optional] Employee_retention_strategy: How do you
    incentivize/motivate/retain employees?

