



Professional Series Pre-Course Work

Interview your Direct Supervisor in order to answer the following questions.

1. What do you want me (the student) to learn or achieve from the NADA Management Professional course?

A working knowledge of the financial statement. How the balance sheet works and what it represents. In addition, what the income statement represents and how it affects or could affect the balance sheet. What the expense % ages should be and why

2. What would you like me to bring back to the workplace as a result of this training?

Game plan for expense reduction in areas where the dealership is out of whack

3. How will what I learn in the program be shared with the rest of the team (if applicable)?

First review with Gen Mgr. one on one and garner his support for learned expense reductions or different way of doing business.

4. How will what I learn be integrated into day-to-day work upon return?

review with gen mgr. and corporate controller.



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5. In your role as a Direct Supervisor, what three things challenge you the most?

Attention to detail
Sense of urgency in completing tasks
Consistency in following processes and completing tasks that hold depts back.

Self-reflect on the following question:

1. What is my purpose for attending this course?

To better understand the components of the financial statement
To better assist the office personnel as well as other dept heads
To bring back new ideas

Thank you for your participation! See you in the course.