



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?

How to be a Controller/Office Manager; specifically cash management and how to prepare financial statements.

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

More knowledge of the financial statement and how it works.

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

Management of cash flow, knowing what can go out as well as coming in.

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

Watching cash flow, knowledge of what's coming in and going out.



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5. In your role as a Direct Supervisor, what three things challenge you the most?
 1. Extensive problem with turnover, unrest, and disruption of the dealership.
 2. Cash management/flow.
 3. Problem solving.

Self-reflect on the following question:

1. What is my purpose for attending this course?

I hope that I can excel and help my owner (as a person and as owner) excel as well. I hope to take the knowledge I retain and show more simplistic and easier ways to make everything run more smooth than what it is.

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