

OADM110
Formal Report

Your Name _____
Date _____

Directions: Please circle the **number** of the research topic you would like to develop in your 10-page research project. Make a photocopy of this page for your reference.

1. Report the advantages and disadvantages of owning and operating a franchise business versus an independently owned business.
2. The impact of nonverbal communication in the business environment.
3. Leasing versus purchasing an automobile for ABC Company.
4. The effect of extended parental leave for men from the KYZ Company.
5. The effects of LMN Company providing day care/elder care for employees' families.
6. Does a four-day work week work for our business?
7. Year round school—will it work in the ZYX School District?
8. Time for a Change—Identify a problem or procedure that must be changed at your job (such as poor scheduling of employees, outdated equipment, slow order processing, failure to encourage employees to participate fully, restrictive rules, inadequate training, or disappointed customers). Write a report suggesting one or more ways to solve the problem.
9. Solving a Campus Problem—Investigate a problem on the campus, such as inadequate parking, slow registration, poor class schedules, inefficient bookstore, weak job-placement program, unrealistic degree requirements, or lack of internship programs. Develop a solution to the problem.
10. International Organization—Submit a report to the dean evaluating the feasibility of starting an organization of international students on campus.
11. Reducing, Reusing, and Recycling—Investigate the feasibility of saving energy and reducing waste within a large hotel chain.
12. Evaluating Equipment—You recently complained to your boss that you were unhappy with a piece of equipment that you use. After some thought, the boss decided you were right and told you to go shopping. Compare at least three different manufacturers' models and recommend one. Recommend a course of action to your boss or to the organization head.

13. Restaurant Review—Select a restaurant of your choice. Go there to eat several times, if possible. Note what you did and what you observed. Note any violations of policy that you observed. Note your recommendations for improvement.

14. _____
Indicate your personal research topic here. Please be specific and concise. This topic may be a combination of theories mentioned above, or an entirely different topic. You must check your individual topic with your instructor for approval.