



Peer Academic Virtual Education

PAVE NEWSLETTER

DECEMBER



Location:

Academy of Finance and Enterprise
30-20 Thomson Avenue, Long Island City, NYC 11101



Peer Academic Virtual Education



P.A.V.E.



Pave.ve



Pave.ve



Pave.ve



PAVE YOUR WAY TO SUCCESS





December 1st
Event: Annocement
Weather: Cloudy
Date: Tuesday

Dear PAVE employees,

There are few words to represent what PAVE was able to accomplish within the month of December. Speaking briefly about our employees, I was certainly proud to see individual growth apart from just simply collective success. Much of this included a continuation of college applications for many, while still committing to helping our customers get through this stressful process. As a company, we saw our highest number of sales being made within this month, a record we hope to continue to surpass. I have to say, however, that I am not surprised. In looking at all our employees, it is clear to say that we are the strongest team out there, along with the fact that our products are simply unmatched!

From department to department, we are all looking forward to what January and the new year will bring to us both individually and collectively as well. While this past year has been rough to many (including all PAVE employees), I have to say I am grateful for having been through it. I continue to remind myself that this was the year in which PAVE was born. While there is truly nothing that can match what we lost, getting the opportunity to build our VE community has been a pleasure I hope we can continue to enjoy.

Let's continue to pave our way to success in 2021,

Youssf Hegazy CEO



Dear PAVE employees,

December has been a month of hard work, of accomplishments, and most importantly of celebration. Thank you to every contribution, every effort, and every smile shown throughout this month. We have achieved something that start up businesses yearn to attain for a long time. On December 10th, we have reached profitability! This only came from the workforce environment and the determination that we all collectively put into paving our way to success. Looking forward to continuing such adventure with all of you!

Sincerely,
Aya Ibrahim , COO



December 3rd

Event: Winning Women Conference

Weather: Sunny

Date: Thursday



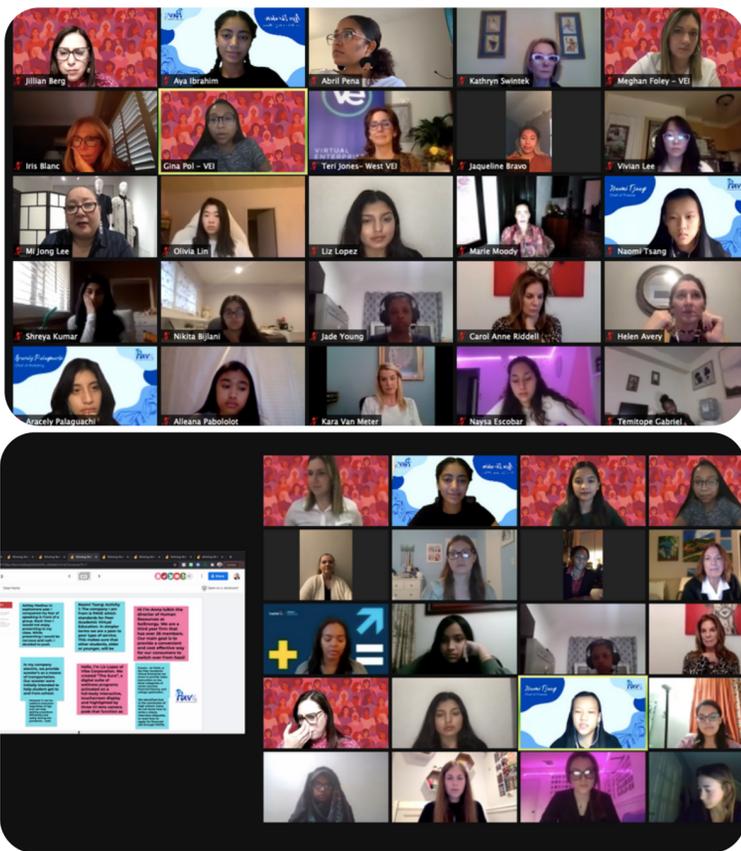
Purpose:



The Winning Women Conference is a development program and is an annual event that students at the Academy of Finance and Enterprise participate in.

This event is especially great for high potential female leaders who are enrolled in VE. This is an amazing opportunity for female students to hear and learn inspirational skills from professionals in the business field. This workshop provides advice, ideas, and strategies for young leaders who wish to establish a successful career or business. In addition,

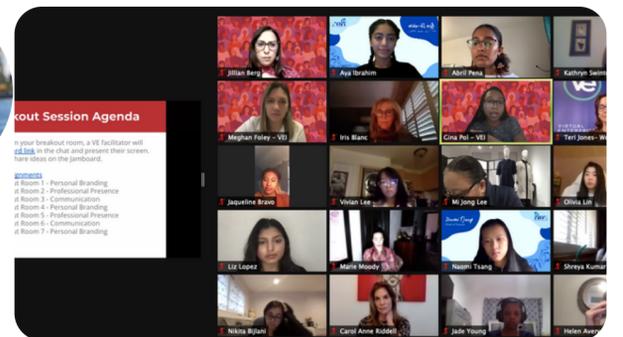
Winning Women implements training in communication skills, personal branding, and professional presence. It's also the beginning for these young women to make a long-lasting connection with these professionals. Throughout the event, students were being broken into different breakout rooms which allowed them to closely speak with experienced leaders. There is another Winning Women Conference in the spring and we are looking forward to participating again!



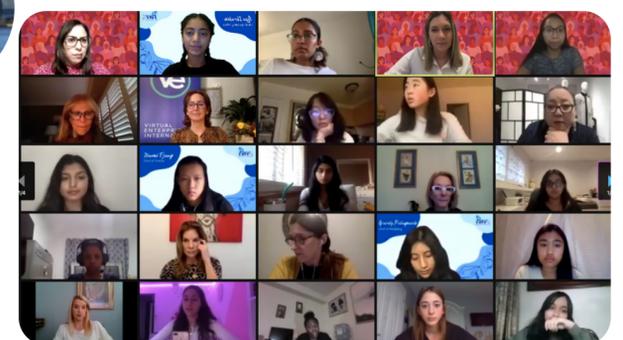
Feedback:

Describing your experience, what you learned, and any fun moments.

"I learned of different women's careers and how they are successful in their field. Then, we had a break room to do short activities which I enjoyed. I and my group had fun coming up with words that described women empowerment, which then we created a statement and designed a slogan with it."



"My experience with winning women was honestly amazing because there were some great points. One was about your confidence and it was nice to see that we as women should actually be confident. I liked the time that we had to share and learn about others, while receiving feedback from some women leaders."



List three skills you learned



"Leadership, confidence, and taking responsibility"

"Building Confidence, leadership, and motivation"





● December 4th

Event: Team Building Event

Weather: Cloudy

Date: Friday



Relax Time!

Scattergories (Game)

After a long week of work and stress, PAVE can't miss a Friday without exciting activity planned by Human Resources.

Striving to create stronger teamwork amongst each department, the Human Resources department organized a game. In this game, the departments competed against each other. Members of each department used their creativity to think of words that went with the category and began with the letter they were given.



From Me to Aya Ibrahim: (Privately)

Harry potter
Hair appointment
Highlighter
Henry Pa
Hiking

From Julie Guo to Everyone:

Broadway
E. Braodway
West 4 Street
wall Street

From Samir Lukolic to Everyone:

Marketing -> 70

From Aya Ibrahim to Everyone:

Community-48

From Arley Mejia to Everyone:

finance : 31

From Youssf Hegazy to Everyone:

Technology-57

From Adrian Owusu to Everyone:

Social Media 55

From Youssf Hegazy to Everyone:

ABCDE
fGNJQ

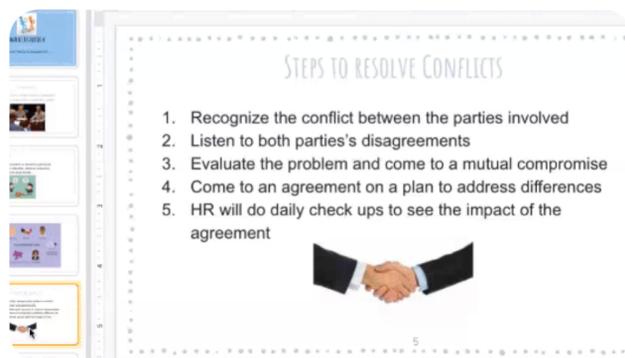
To: Everyone

File





HR Presentation:



Inside PAVE, we want every employee to be heard and treated fairly. To maintain a healthy working environment for everyone, Human Resources had created a misconduct form where employees can report any misbehavior. Simultaneously, HR gave a presentation last week on conflict resolution and created a solution to reduce the tension between both sides and further consciousness on the consequences. This presentation was clear, and all PAVE employees understand this process



IMPORTANT!

** Trade Show:

On December 10th, PAVE. participated in our 2nd trade show which was the National Trade Show. It was a valuable, meaningful, and inspirational event for PAVE We were able to accomplish our break-even point for our company by making a total sale of 700K which exceed our projected sale of 200K. All these accomplishments wouldn't be possible without our enthusiastic and diligent employees and our collaborative teamwork with all the departments. Special thanks to our Marketing department who have been planning strategies, reaching out to other firms to make trades, and creating flyers to promote our product to another VE firm. Furthermore, PAVE demonstrated strong positive energy and professionalism to welcome our clients with a flow of system throughout the events. Last but not least, we would like to thank our customers who have shown so much support for PAVE! We hope you have enjoyed the videos and taken something away from it!

December 7 & 8th

Event: HR Presentation

December 10th

Event: VE Trade Show



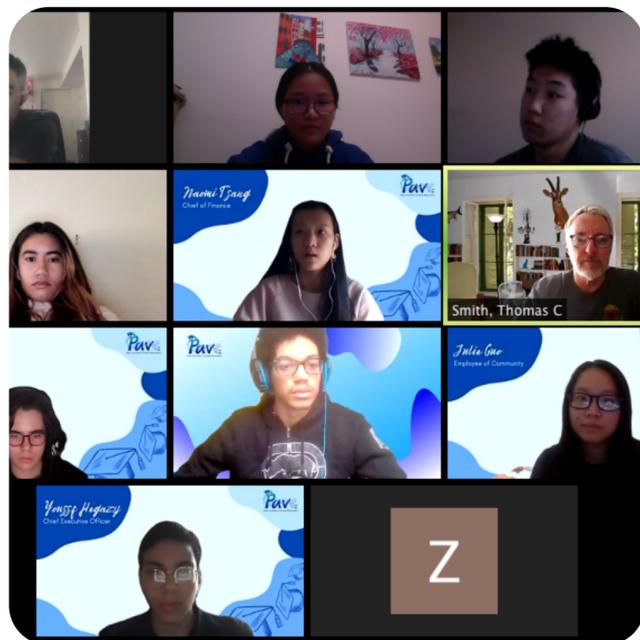
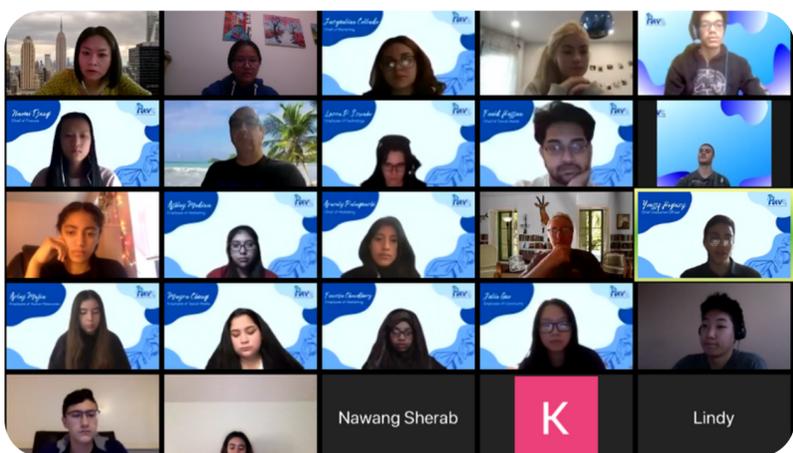
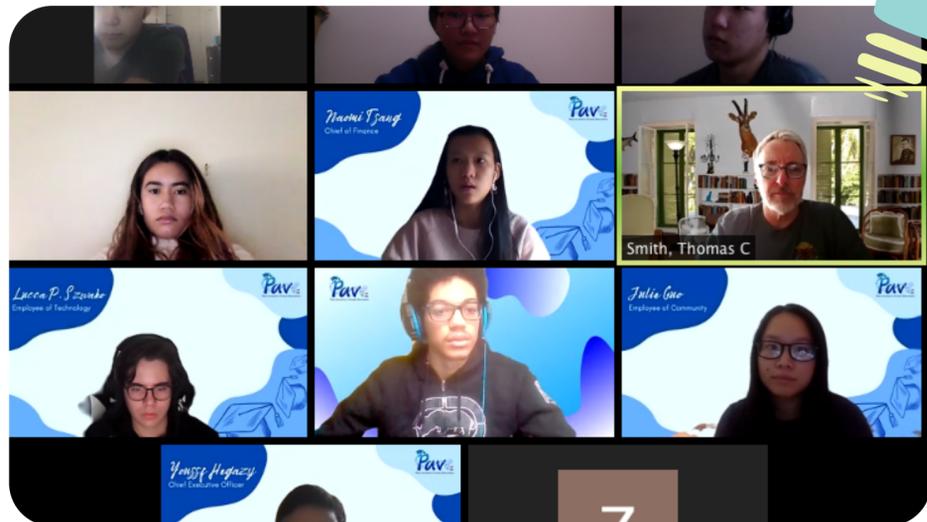
DEC 10TH!

Break Even!!



Mentorship

Deloitte is one of the "Big Four" accounting firms and the largest professional services network in the world by revenue and number of professionals. In the month of December, volunteers from Deloitte have continued to take time out of their day to speak with us every week. They have been looking over our employee handbook, newsletter, business plan, and much more. Whenever a PAVE employee has any questions or concerns, the Deloitte volunteers are the first we go to for advice. PAVE appreciates all the help we have received from them.



December 11th

Event: Deloitte
Weather: Sunny
Date: Friday

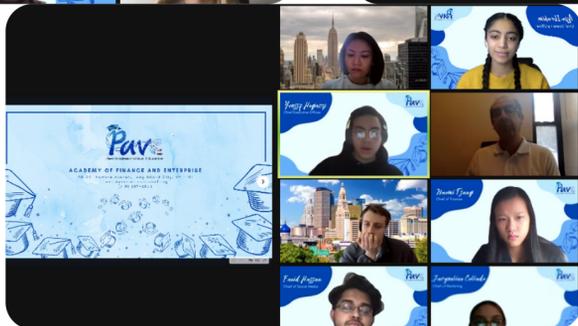
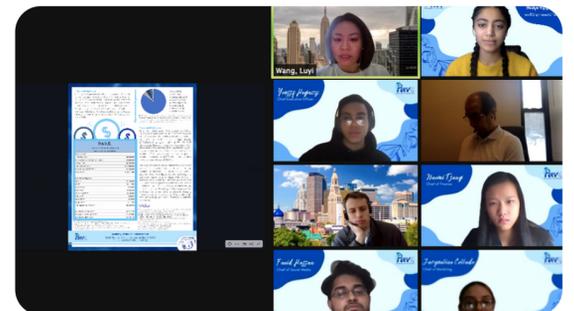
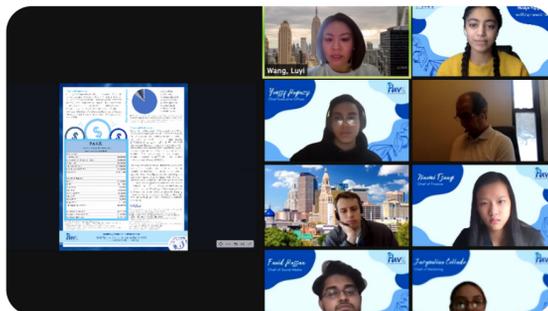




Final Stage:



At PAVE after months of conscientiousness, diligence, dedication, and teamwork collaboration from all the departments, we have finished our business plan. However, all the employees didn't stop here. We continue to reviews our work and had multiple revisions which were checked by our mentors at Deloitte to make the best of it. Now, at the final stage of the Business Plan, we shorten it to four pages with all consequential information to define "What's PAVE about". We will enter the competition with ambition, innovation, and confidence with five of our representatives: Yousf, Aya, Naomi, Samir, and Jacqueline. They have dedicated their time after school to practices with the rest of the team to make it perfect, precise, and professional.



SOLUTION STATEMENT

We serve as a resource to students by **peer mentoring** the following topics through **video content**:

- 1 College Application**
Videos that guide you through college app process (FAFSA, CSS etc.)
- 2 Financial Literacy**
Videos that cover instructions on how to budget, reading tax forms, and maintaining other financial documents.
- 3 Career Success**
Videos that teach you essential soft skills to prepare you to enter the workforce.

- **December 16th**
- **Event: Business Plan**
- **Weather: Sunny**
- **Date: Wednesday**





● December 18th

Event: Team Building Event

Weather: Sunny cloudy

Date: Friday



Relax Time! Game of Things

Here is a glance at the activity and funny PAVE response!

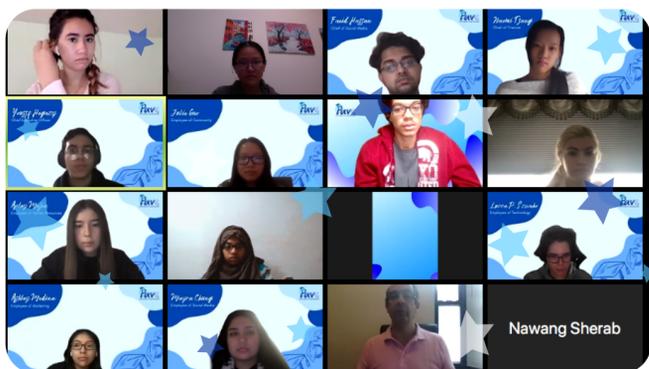
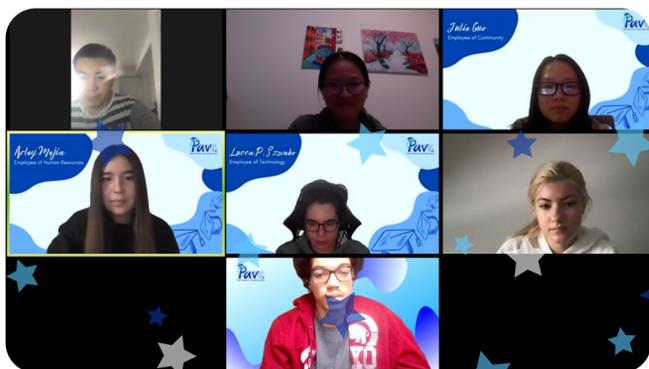
What topics should PAVE include?

Lucca: How to drink water

What should you not do during a Deloitte meeting?

Zainab: Pull out a sword

Jonathan: Take off your shirt and put peanut butter all over yourself



For this Friday's team building activity, Human Resources set up a game called Game of Things. In this game, there were questions and each person had to answer them and send their answers privately to the supervisor of their break out room. The supervisor would say one of the answers out loud and everyone would make a guess on who submitted the answer. The purpose of this game was to relax all employees from stress by sharing our humorous answers and thinking outside the box.





During the hardships and tough times, PAVE did a lively project where we recreated a rendition of "12 days of Christmas". We started the project off by rewriting the lyrics so they could be based on the AOFE teachers. Next, each chief, COO, and CEO had to sing and film the line they were assigned. It was a project to share our positivity to our school by making humorous comments on our lovely school staff with our exquisite voices. With the stress of college, grades, and pandemic we hope this fun video would bring positive energy to the AOFE community. However, due to unfortunate circumstances, we weren't able to share the video with the rest of the AOFE family but we could share it within our firm.



● **December 21st**

Event: Holiday Video

Weather: Raining

Date: Monday



EMPLOYEE OF THE MONTH



Samir Lukolic

Staying connected as a community during a pandemic is certainly a challenge to everyone looking to be successful. However, I certainly haven't seen anyone be able to combat such a challenge like Samir has done so eloquently. At PAVE, we owe a large majority of our success, not only to Samir, but his department, who always seems ready. They define what it means to be a productive, efficient, but also happy employee on an everyday level. In leading the charge of this department through team building exercises, holiday celebrations, employee evaluations, and policy making, Samir allows us to continue maintaining such high levels of achievement. Congratulations on being awarded Employee of the Month of December and keep up the great work!

Youssf Hegazy, CEO





Happy Holidays!



PAVE WISHES YOU AND YOUR FAMILY
A SAFE AND HAPPY HOLIDAY!

