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Before Starting the Game

Establish a business, rent an office, hire employees, and develop products. Publicize your company and products, and distribute them at the proper price. List stocks in the stock market and stand out as the best manager while competing with other companies.

Most people think that the most crucial part in corporate management is to make money; then what can you do to earn money? You can produce and sell the products and make profits out of stocks. If so, how can you produce the product? There must be the employees who design and produce the product, and the physical space where the employees can work. In addition, factors like of time and capital have to be invested.

You can see that “making money” is the combination of the various factors mentioned above, and that these factors are not simple if you look at them closely.

For instance, when you employ people, it is not only about filling a job vacancy, it is about what kind of person is the most suitable person to carry out a particular job requirement. This basic principle also applies when decorating your office; you’ve got to consider its efficiency and allocate the items to draw out the maximum product output.

Through this process, you can get managerial ability and improve it. The more this process repeats, the more the ability develops.

The way to become the best manager is not as easy as you may think. It is all up to you - your company may end up a success, or it may go bankrupt.

System Details

Operating System	Windows 95/98/2000/ME
CPU	At least Pentium MMX233
Memory	At least 32M RAM
Hard Disk Usage Capacity	About 200MB free capacity
CD-ROM	At least 4X
Sound	Sound card supporting direct sound
Graphic	Graphic card supporting 800×600, 16 bit

	mode
Essential Driver	More than Direct 8.0
Input Device	Mouse, Keyboard

Installation

When you put this game CD into CD-ROM, the installation/execution Window should appear. If you can't see this window, double-click My computer, double-click the CD-ROM icon where the game disc is inserted, then double-click SETUP.EXE. Follow the on-screen instructions.

Running Big Biz Tycoon

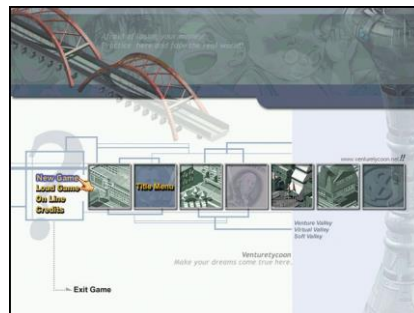
Put the Big Biz Tycoon CD into the CD-ROM drive, and click the *play* button on the screen that appears.

Start of the Game

When you run the game, you will see the loading screen and the main title screen as follows:



[Loading Screen]



[Main Title Screen]

New Game – Starts a new game. A list of scenarios appears on the Scenario Select



window on the upper right. If you click one that you want, the lower window will show you the background story, company name and manager name in the selected list. You can also choose to create a custom scenario (explained in the next section). When you select one of the scenarios and click **OK** on the

lower right, the scenario begins. Click **Cancel** to return to the main screen.

If you click **Custom Scenario**, you can customize the scenario. You can select a character and give a name to the company, choose the type of products you want to produce, and pick your office space. Click OK to begin.

Load Game – Loads a previously saved game.

Credits – See the list of credits.

Exit Game – Finish the game and return to Windows.

Interface and Toolbar

Following is a list of the icons in the toolbar that is at the top of your screen throughout the game. The icons are listed in the order they appear on the toolbar, from left to right. The details of each function will be described in more detail later in this document.



Pause: When you click on this icon, the game will be paused. Once you want to play again, just click any point on a screen.



Save: Save your current game. Both updating the save of the existing game and saving the current game as a new game are possible.



Exit: End the game and return to the main title screen.



Message: Store the messages from the employees on the lower center window of the screen and shows them in time sequence.



Sound Effect: Turn sound effects on/off.



Background Music: Select the background music.



Zoom in/out: It enlarges or reduces the game screen. The screen at the beginning is the maximum size (zoomed all the way in). Clicking this icon will cycle through the 4 levels of zoom – clicking in will zoom out 1 level, and after it is

zoomed out all the way, clicking it in will return to the closest zoom.



Rotation: Rotate the game screen by 90 degrees.



Valley: See the corporate information in the valley where you play, or move your office to another location.



Self-Management: Improve your managerial ability and stamina by exercise and study.



Office Management: Pay to have your office cleaned.



Personnel Management: You can take care of things like employee welfare, personnel management, pay raises, recruiting employees from other companies, holding a company picnic, etc.



Interior Decoration: Decorate and equip your office.



Charity Work: Do charity work to raise the honesty of the employees and the recognition of the company. Some physical strength and money are required.



Project Development: Develop projects/products based on the types of company you have.



Technology Development: Develop new technologies.



Department Management: Assign the employees to the proper departments based on their ability and your business plan.



Publicity Work: Do advertising through leaflets, newspaper, and broadcasting to raise your company's recognition. The level of company recognition will affect recruitment and product distribution.



Reading the Newspaper: Provides news related to current events containing economy and useful information about product development strategy, distribution

structure, stock listings, mergers and so forth.



Banking: Take out a loan, pay back money, or deposit and withdraw money.



Dealing with Securities: Deal with stocks of other companies or list stocks of your own company.



Distribution: Sell the project developed in your company. You can sell it directly or transfer the license to another company.



Job Offer: Hire employees who are currently seeking employment.

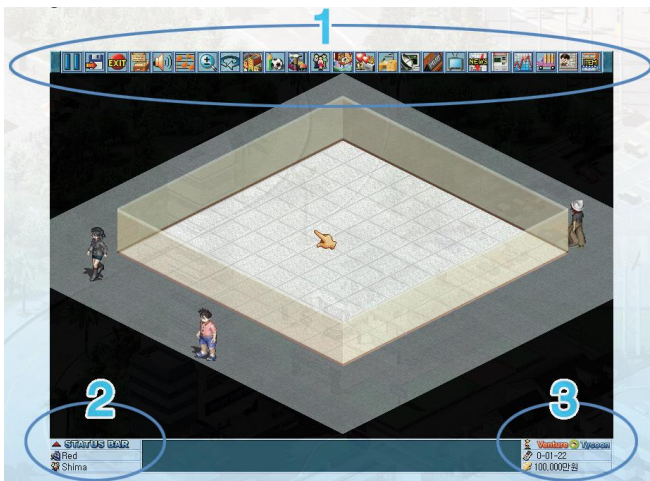


Item Mall: Buy items to give to your employees as presents.

Game Play

Click **New Game** on the main title screen and then select a scenario. After the loading screen, you will begin a new game.

What you will see is an empty office space with a white floor and some employees walking around.



1. [Interface Bar]

Here are the tools needed to play the game. A brief description of each icon is above, and later you will find detailed explanations.

2. [Status Bar]

The Status Bar is where you can check important issues about your company at a glance. Click the Status Bar on the lower left of the screen, and you can look over the progress status of advertisements, charity work, projects and etc. The financial status of company and the list of employees can also be referenced here. More details will be explained later on.

3. [Mission Bar]

When you click **Big Biz Tycoon** on the lower right of the screen, the content of the scenario mission appears. The date in the game and your money balance will be shown underneath.

Decorating an Office

You have to decide all matters such as the division of the space, the selection of floor tiles and the arrangement of furniture.

First let's find out how you install office items.



1. [Interior Icon]

Click Interior Icon at the Interface Bar  on the top of the screen.

2. [Interior Bar]

The Interior Bar will appear on the right of the screen. Select the type of items you want

to install. When you select the type, the list of available items will be shown. Hover your mouse cursor over an item to show a tooltip detailing the item's name and price.

Installing, Moving and Deleting Items

To place an item, click on it then click the location in the office where you want to place it. Press the space bar or use the wheel on a wheel mouse to rotate the item before you place it. After placing an item, you will notice that your cursor is still holding that item – this is to that you can place more than one of that item. Right-click to remove that item from the cursor. If the floor tile under the tile where you are trying to place an item is outlined in red, you may not place that item there. Either the tile is blocked by another item, or there is an employee standing in the way. In some cases, the order in which you install items determines which can be placed where – for example, if you are unable to place a wall right next to a desk, try moving the desk, placing the wall, and moving the desk back.

To move an item after it is installed, click on it to pick it up, then click on the new location where you want to install it.

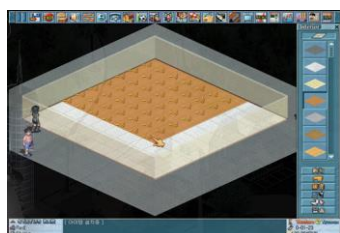
To delete an item, right-click on it and choose “Delete”.

Office item categories:



- ▶ Floor tiles
- ▶ Walls, Doors (single door, double door), Partitions, Screens
- ▶ Chairs, Desks, Meeting tables
- ▶ Beds, Sofas, Sofa tables, Bookcases, Cabinets
- ▶ Vending machines, Printers, Copy machines, Telephones, TVs, Refrigerators
- ▶ Toilets, Sinks, Toilet paper, Towels
- ▶ Flowerpots, Pictures, Safes, Clocks, Wastebaskets, Mirrors

Floor Tiles



To tile a large area, select a floor tile, click on corner of the area you want to tile, drag the mouse to the opposite corner of the install area, and release the mouse. You can install a row of multiple wall tiles in the same manner – just be sure that the initial wall tile is facing the correct direction.

Unlike other items, floor tiles cannot be deleted for a refund. To change a floor tile, simply install a new floor tile over the old one.



Walls / Partitions / Screens



When installing walls, be sure to consider where you will be putting the doors. The placement of doors will affect the efficiency of employees, as it determines their available walking paths.



Desks / Chairs / Tables



Desk and chair have to be installed together. It doesn't matter if the purpose of desk is just a supporting goods where you just want to put things down but If you use desk for the general working purpose, chair has to be set up with it. After installing the desk, you can allot the seats to employees.

Assigning Desks



Employees cannot work until you assign a desk to them. Hover your mouse pointer over a desk and right-click, and you will see these options: Delete, Info, and Replacement.

When you click Info, the following window will be shown.



All employees are listed here; an X in the “Seat” column means that employee does not have a desk, and an O means that the employee has already had a desk assigned to them. Select the

employee you want to assign to this seat and then click chair button . After assigning the seat, click  to close the window. Click the Cancel button  to cancel the seat assignment.

Placing Items on Tables

Items such as printers, scanners, fax machines, telephones, computers, etc. must be put on desks, meeting tables, and sofa tables (except for the wooden sofa table).

Designing the Layout

You must take into account employees' comfort when designing the office. For example, if the toilet is too far from the work area, employees might spend more time traveling there than working. If your office doesn't have air conditioning in the summer, you will likely hear complaints from your employees.

Also, it is not a good idea to have a full set of office equipment from the start. The office interior does have an effect on the working environment, but you also must budget well with the money you are given.

Item Management

All the items in your office must be well taken care of. Items can break or wear out.

1. Repair



The electronic appliances usually fall into this category. The durability of each item differs. The item will flicker approximately 10-15 days before it breaks beyond repair, so watch for flickering items so you can fix them – otherwise they will need to be replaced completely. To repair an item, right-click on it and choose “Repair”.

2. Maintenance



Maintenance is required for plants. The maintenance cycle for plants is shorter than the repair or replacement cycle. Right-click on a plant and choose “Maintenance” to water that plant.

3. Replacement



If an item is worn-out or out of order, it may be more economical to replace it rather than repairing it. These are classified as replaceable items and include things like desks, chairs, and tables. To replace an item, right-click on it and choose “Replace”.

It is also possible to repair/maintain/replace all office items at once. Activate the chatting window and type “/repair”, and you can repair/maintain/replace every item that has under 15 days of durability remaining.

If you don’t carry out the proper item management, the items are eventually disposed of, meaning that no repair/maintenance/replacement is possible. Having many broken or worn out items will have a great impact on the work output.

Employee Management

You should exert all possible efforts to maintain a good relationship with your employees. It is necessary to provide a pleasant working environment, promote them, raise annual salaries, and maintain company morale. In addition, you can hold dinner meetings, have picnics, and grant vacation days.



Messages

The relationship with your staff begins from the moment you start the game. Employee thoughts and comments will flash in the message box permanently displayed across the bottom of your screen. Click on the Messages button on the toolbar to read all comments that have been made by your employees – they will be displayed in reverse chronological order.



Vacations / Dinner Meetings / Picnics

You must pay attention to employee welfare. Having picnics and dinner meetings and granting vacation will recharge your employees' stamina as well as morale.



[Employee Management Icon]

Click the employee management icon  on the Interface Bar and select the first tab



when window appears.

Click the Dinner Meeting button  or the Company Picnic button  to take the whole company on an outing.

To give an employee a vacation day, highlight that employee's name and click .

These activities are very important to keep employees happy, but they do cost money, so

budget accordingly.

Personnel Management

Sometimes you will need to give out bonuses or gifts to employees and adjust their annual salaries or responsibilities to raise morale. If an employee has a complaint about the company, you may consider giving a gift or adjusting their annual salary and position to quell their complaints.



Click the second tab  in the Employee Management window and select the employee. Click the  button. You can control bonuses, position and annual salary by clicking the up and down buttons.

Giving gifts motivates employees to increase their abilities. Different gifts have different costs and different motivating effects. To give a gift to an employee, you must first purchase a gift from the store (the last icon on the right side of the toolbar). The gifts you own are displayed in the Employee Management window under the second tab. Select the employee and the gift and click .



You can give more than one gift to an employee, but they can only possess one at a time – giving an employee a second gift will replace the first one you gave them. Replacing a gift will remove the ability benefit that gift provided, and that gift will not return to your possession.

To see what gift the employee currently has, right-click on the employee, choose “Info”, and click on the “Item” icon  in the lower right corner of the employee window.

Hiring Employees



Scouting

You can recruit employees who are working for other companies.



Click the third tab  in the Employee Management Window. Click on a company in company list, and its employees will be listed on the right. Select the employee you want to recruit, and click the  button (or double-click the employee's name).

The employee's position and annual salary appear in the employee's window. Either accept it or adjust them then click the  button. The employee will either accept or decline your offer of employment.

People will be more likely to accept your offer of employment if your working conditions are better than their current company's. Scouting from other companies has two effects: to add to your staff, and to leave your competitors short-staffed.

Recruiting

In addition to scouting other companies for employees to recruit, you can also make job offers to currently unemployed people.



Click the Job Offer Icon  in Interface Window.

Each job seeker's abilities and required annual salary appear on the screen.

You can negotiate the job seeker's current annual salary with the arrow keys next to the annual salary. Click the  button to make the offer, and the person will either accept or decline.

Generally, employees with higher abilities want higher annual salaries. However, every case is not the same.

Department Management

Once you've hired an employee, you must assign them to a department.



Click the Department Management icon  in the interface bar.

There are five tabs (research dept., development dept., administration dept., distribution dept., and publicity dept.) in right half of the department management window. Choose

the tabs of the department you want to view or edit.



If you click this button, all of the employees who are not assigned to a department will be assigned to the department you are currently looking at.



This button will move only the highlighted employee from the waiting list into the current department.



Highlight an employee who is assigned to a department and click this button to put them back into the waiting list so you can reassign them to a different department.



This button will move all employees from the current department into the waiting list.

NOTE: You cannot move (or fire) an employee who is currently working on a project – you must wait for the project to be over.



You can put your mouse cursor over the ability tab above the employee list and choose one of the abilities from the drop-down list to sort the employees in order of that ability.

About each department

Research Department – Develops new technology; useful abilities are intellectual power and development ability.

Development Department – Develops a project or product; useful abilities are intellectual power, development ability, and artistic ability.

Administrative Department – Manages the whole company; useful ability is management ability.

Distribution Department – Distributes the product; useful ability is business ability.

Publicity Department- Advertise the product; useful ability is charm.

Project Development

When you are done setting up your office, hiring employees and assigning departments, it is time to start making money.

There are two methods to earn money: selling a developed project, and stock trading. Developing a project is the key process in the company. Carrying out a project involves a lot of factors (employees' ability, cost, period of time) so plan your project ahead and monitor those factors.

There are nine industries:

Medicine

Game Software

Business Software

Sports Equipment

Education Aids

Toys

Clothing Production

Electric Home Appliances

Military Production



Click the project icon  on the main toolbar.

Select the type of products you want to produce by using the arrow buttons above and

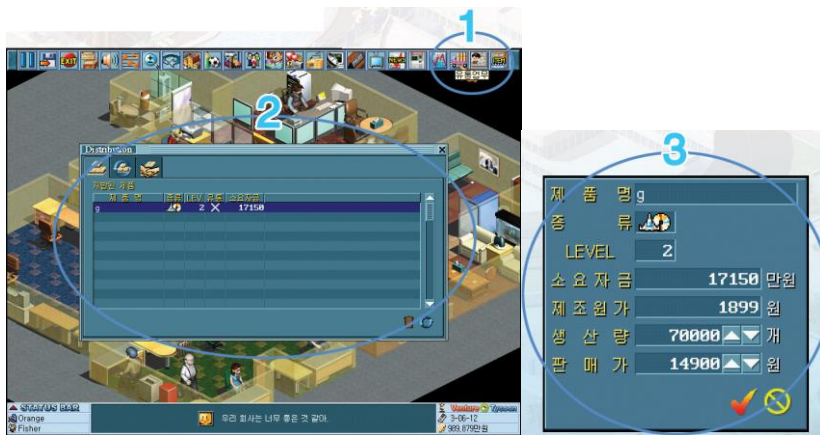
below the currently displayed industry type., then enter a name for your product. Select the employees who will participate in this project from the right list by clicking on the name of each employee you want. The list shows all employees assigned to the development department. In the bottom right of the window, you will see the required abilities for this project. For each ability, there are 2 numbers listed separated by a /. The first number represents the combined sum for that ability of all of the employees you have assigned to the project. The second number shows the required ability for this project. You cannot begin the project until you have assigned enough employees to have the minimum ability requirements met (meaning that for each ability, the first number is equal to or greater than the second number). When you are ready to start the project, click the  button. You can monitor the progress of a project (or cancel it) by clicking the second tab in the project window , or cancel it by clicking .

The project level is your company's technical power and the product value that can be used in the project. You can develop level 1 project when you first start your business (although some scenarios will start at level 2 or 3). When your company develops products, it will gain more experience and eventually be able to develop higher level products. High level projects require more money and time to develop, but can earn more benefits. Each project has a different cost and development duration depending on the project type.

Be sure to monitor your employees' statistics – if they are overworked, the project will take longer than expected, and may even fail completely.

Distribution

Developing products is the most crucial part of your business, but you cannot earn money from them unless you distribute them. There are two ways to distributing your goods: self distribution and handing over the sales rights to another company.



Click the distribution icon  in the interface bar. You can see your product list by clicking the first tab  in the distribution window. You will see the product name, kind, cost, period and distribution for all products you have completed.

Click distribution button  after selecting one product. Decide the amount of production and selling price at the new window, and start the distribution by clicking .

If you want to look at the current status of distribution, click the second tab  in the distribution window. Once the distribution is initiated, it is indicated as 'O' and the sales volume and total sales are shown on daily basis.



When you decide the volume and market price, you must consider the break-even point so that you can expect how much money you can earn. Sometimes, it is better to produce a small volume of products for a higher price, or a larger volume with a lower price. You will learn as you experiment, but when you are first starting, you may want

to try **RAISING THE COST OF THE PRODUCT TO ONE NOTCH ABOVE THE COST, AND MANUFACTURING HUNDREDS OF THOUSANDS OF THE PRODUCT.**

Selling the product license to another company:



If you click the third tab  in the distribution window, you can sell the product license to other company. Select the product from the list on the left, and select a person who has negotiation abilities (sales and interpersonal skills) in distribution department.

Click the sale icon  in the middle of the window.



The required money and license price is showed in a pop up window. The negotiation will start when you click .

With direct sale, you will accumulate money slowly over a long period of time. If you license your product, you will get a lump sum of money right away, but it may not be as much as you could make over time by distributing it yourself.

Technology Development

You will only have access to a few kinds of technology at the beginning; in fact, you will be given 1 to 3 at the most. However, you may be able to develop a new product once you raise your level of technology. Technology is handled by the research department.

Click the Technology Development Icon  on the main toolbar.



Select the kind of technology that you are going to develop by using the arrow button. The staff list window will pop up - select the staff as you did when beginning a new project. Click  to begin technology development.



You can monitor the progress of technology currently being developed by clicking second tab  in the technology development window. To terminate development, click .

In order to develop a new technology, you must have reached level 3 in the technology you started out with. The intellectual and development ability of the employees in the technology development who are developing the new technology must also be sufficient. The total amount of those two abilities must be equal or more than the amount required.

The required ability level differs for each technology and it is stated below the amount of money that is required.

When the stamina of the participating staff is 0, the process is automatically suspended. Once you raise their stamina, the activity begins but the total development period will be extended by the amount of time that the process was suspended for. If it is suspended more than 3 times, it ends in failure.

To acquire a stable technological ability, you are required to have a high level of employee ability, funds, and quite a substantial amount of time. There is a great possibility of failing if you run out of money or your employees lose stamina in the middle of development.

Reputation

Your company's reputation (or level of acknowledgement) is the public's perceived credibility and stability of your company. If you have a higher level of acknowledgment, you can recruit better employees and have better sales.

How do you raise the level of acknowledgment?



Publicity (Advertisements)

You can raise the acknowledgement using mass media or advertising. There are 4 kinds of publicity; media, handbills, newspapers, and electronic broadcasting. Advertising costs and employee skill requirements are different for each type of publicity.

Employees must be assigned to the publicity department if you want to use this function.



Click the publicity icon  on the main toolbar. Click the first tab  in the publicity window. Select the media and period, and click . The marketing ability of your publicity staff must be equal to or greater than the required skill for that type of media (both are shown in this window).



To view PR activities in progress, click the second tab . The kind of PR media, period, the duration, and expected cost are shown on this window. To cancel an activity, click .

You can use several kinds of PR media at one time, but only one of each type may be running simultaneously (for example, you can have a leaflet campaign and a newspaper campaign running at the same time, but not 2 newspaper campaigns).



Charity Work

You can raise your company's acknowledgement by doing charity work. Charity work has two types: spending money and physical services. You can spend money supporting charity organizations or feeding facilities. You can send employees to volunteer in the protection of environment or natural disaster relief. Be sure to consider the physical strength of the employee who takes part in the charities, because it will reduce their physical strength.



To participate in a charity, click the icon of charity work  on the main toolbar.

Choose the type of charity work you want to take part in. Set up the period, choose the employee from the list on the right, and then click the run button.

Charities won't improve the public's perception of your company as much as publicity will, but it will increase the honesty level of your employees. An employee who is lacking in honesty will have a tendency to sleep at their desk or take frequent naps in a bed.

Stocks



Click the Securities icon  on the main toolbar. To buy other company's stocks, click

the first tab . Choose the company whose stocks you wish to buy, and click .

You will see stock quotes for that company on the left, and also the name of the company and percentage of shareholding on the right. Choose the trading volume and

click .



Click the second tab  in the window to sell the stocks you possess. You will see the breakdown of the stocks you possess (if you own stocks). Choose stocks you want to sell on the right. Choose the trading volume and click .

Click the third tab  to see the Top 100 companies in the valley according to their assets and their Enterprise Value. You can consider the Top 100 companies as so-called top-ranking companies. Entrepreneurs take it as an honor to be in the list because it records not only name of the company but also of the entrepreneur.



It will be helpful to refer to the list when trading stocks, because price-earnings ratio raises with the Enterprise Value.

Listing

You can also list your company for stock trading. There are some requirements when you want to make your company listed in the stock market. The details are explained in

the fourth tab .

Stock Listing requirements

It must have been over 2 years since you established your company.

The capital of the company must be over 5 billion.

Things you should know about listing

- Listed shares should be over 100,000 stocks.
- You can't increase or decrease the capital after you are listed.
- If you are not a majority shareholder, you will be deprived of the right of management and will lose your company.



- If you become the majority shareholder in another company, you will get that company's employees, capital and technologies.

If you meet all the requirements and want to make your company listed, click .

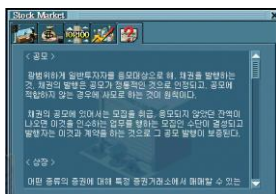
About Corporate Value

You will have C/V after your company has been listed. C/V refers to the values connected with the stocks of the company. You have seen the C/V in the Top 100 list. C/V and capital are factors that determine the list of the companies, as well as internal factors (projects, PR etc.), external factors, and the price of stocks. C/V will be indicated as part of the cash in hand.

Mergers of companies

If you become a major shareholder in another company, you can merge with that company. After the companies are merged, you will get the company's employees, capital and technologies and the merged company will be dissolved.

However, if someone else becomes the majority shareholder of your company, he can merge your company and your company will be dissolved.



If you want to get information about stocks, you can click the

last tab  in the stocks window.

Viewing the information of other companies



Choose the valley icon  from the main toolbar. The map of the valley will open and you can see your company there. If you put your mouse on other buildings, you can see the name of the company in the building. Click the building, and the list of the



companies in the building will be displayed. Click on a company in the list, and will see the company name, the name of the entrepreneur, the size of office and their rent.

Reading Newspapers

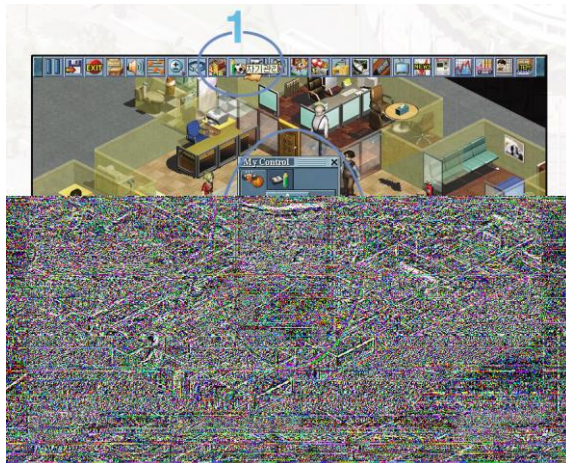
The newspaper will report news of different kinds of events, weather and stock quotes. Pay special attention to economic news. Any big news may cause stocks to rise or fall,

and may also affect sales of your products. Click the icon of the newspaper  on the main toolbar.



Self Control

It's important for you to manage your employees, but it's also important for you to take care of yourself. The tasks you perform will consume your physical strength and your management ability. From setting up the interior to managing the employees, you are constantly using up your physical strength and your management ability. You must keep these strengths up, or the tasks you can perform will be limited.



Click the self-control icon  on the main toolbar. You will see the current status of you strength and management ability. From this window, you can increase your strength. Click the up/down button over the picture and choose which sport you would like to do. The different activities have different costs. Click .

To increase your management skills, click on the second tab in the self-control window, and choose an activity in the way as you would when choosing a sport.

Office Management

Moving

You will pay to rent office space. If you are having financial difficulties, or if you feel your office is too small, you can move to a new office.



Office moves can be done in the valley window. Select the Valley Icon  on the main toolbar. When the valley window pops up, select and click the office that you want to move to. By hovering over the different buildings, you can see their size and the rent they charge per tile. When you find the space you want, click on it and then click the ‘move’ icon .

NOTE: If you move to a larger space, the current interior of the office will be maintained. However, if you move to a smaller space, the current interior of the office will be deleted and you will have to decorate your office again.

Cleaning

To maintain the maximum level of work efficiency, you should clean the office periodically to provide a comfortable and pleasant office environment for your staff.



The cleaning cost differs depending on the size of your office. To clean your office, click the Office Management icon on the main toolbar (between the self-control icon and the staff management icon) and click .

Loans & Deposits

As the time passes you may need to borrow money from the bank. Of course, you must reimburse it within the loan period. If you don't keep your credibility, you won't be able to take a loan from the bank anymore.



Click the Bank icon  on the main toolbar. Click the loan button . Select the amount that you want to borrow and the loan period and click . The maximum lending period is 12 months. You can borrow from \$1000 to \$1 million. (The terms and amount can be varied) You can only get another loan once you have reimbursed the previous one.

To repay a loan, click repayment icon  in the bank window. Select the amount to repay and click .

Depositing money  and withdrawing money  can be done in same way.

The interest rate for bank accounts is indicated and depends on the current market situation; it varies continuously and the interest rate changes accordingly.

Item Mall



Item store sells gifts that you can give to your employees to raise their skill levels in certain areas. There are also some items that do not raise skill levels.

Click the Item Store Icon  on the main toolbar. Choose the item you want to buy from the list and use the arrow keys to select how many of them you want. Click  and the purchase is complete. Presenting the gifts to employees was covered in the previous “Employee Management” section.

Status Bar

The status bar in the bottom left corner of your screen summarizes some key elements of your business.

Office: Cost of furnishing the office, office moves, and cleaning.

Employee: Employee salaries and bonuses, dining, company picnics and vacations.

Item: Cost of items bought in the item store.

Charities: Money spent on charity.

Projects: Money spent on developing projects.

Public Relations: The cost of advertising.

Loan: Information relating to any bank loans you have/

Distribution: The revenue from selling your products.

Stock: Shows the gains and losses of your stocks.

Investment: Shows all the invested money from the Angel investor as well as the amount in your bank account.

Others: Shows other costs.

Who are Angel investors?

An Angel investor may invest money in your company and disappear when you have a good reputation and no debts. You don't need to pay back the money you get from Angel investors, so we can treat it as a bonus.



The second tab  of the Finance Window has definitions of various economic terms for your reference.

Employee List

Under the last tab of the status window, there is also a button to view the employee list. It includes each employee's department, position, current projects, etc.



Employees

Moving an employee: If you want to move an employee, you can click on them to pick them up. Move the mouse cursor to where you want to put the employee, and click the mouse button again to release them there.



Commands of employees:

Put the mouse on the character and right-click, and you will see the commands you can give to that employee: work, rest, sleep, scolding, info, and dismissal.



Work: Tell the employee to get back to work.



Rest: Tell the employee to take a break. Sofas, vending machines should be placed beforehand so that the employee can have a good break.



Sleep: Let the employee sleep. Sleeping equipment such as beds should be placed beforehand.



Scold: Scold the employee if they are being lazy.



Info: Here you can view the employee's name, salary, ambition, levels of ability, department, rank, position, and item owned.



Dismissal – Fire the employee.

Level of ability



The colored bars show the employee's level of ability in the following categories (from left to right):

Physical strength - Physical strength is used up by performing most activities, such as a project or service. Complaints will grow when the employee is worn out, and in the worst case, the employee might resign.

Management - The ability to manage the company. You should assign the employee with high management skill to the position of manager. Thieves and spies often visit if there is no manager.

Intellectual – Intellectual skills are helpful for researching and developing a project.

Attractiveness – This ability is connected with PR. You should assign the employee with the highest attractiveness to the PR department. The effectiveness of advertising will be different according to the ability of the employee.

Development – This ability is helpful for developing projects and technology.

Business activities – This skill helps with distribution and sales.

Art – Art is useful in developing a project.

Loyalty - When loyalty is high there is a lower probability of the employee resigning.

Honesty – Honesty refers to the attitude towards work. Employees with high honesty will pay attention to their jobs. Employees with low honesty will always be dozing off.

Ambition

Ambition refers to the personality or sense of value of the employee and shows what their priority is. It has an effect when hiring new employees or commanding the employees.

Items

Items are divided into two parts: office items and employee items.

Office items

These are items for decorating office interior. There are many different items, from floors and wall tiles to furniture like desks, chairs, sofas, cabinets etc. and also appliances like printers and scanners.

- .  Furniture
- .  Door
- .  Partition
- .  Restroom
- .  Bed
- .  Sofa
- .  Appliance
- .  Desk
- .  Chair
- .  Flowerpot
- .  Other items

Employee Items

Employee items (gifts) are bought in the item store and are used to raise the level of the employee's ability. Different items raise different levels of ability. Theoretically, the more expensive the gift, the more it will raise the employee's ability.

