



Skills for Business

## Business Planning Skills

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### Course Description

#### Duration and structure

This workshop runs over one day and is a very practical workshop which is tutor led. All the sessions involve delegate input to allow them to develop and demonstrate the skills of effective business planning.

#### After this workshop delegates will be able to:

- Understand how to set SMART objectives for business growth
- Analyse where they are going to get their growth by identifying stakeholders and key customer groups
- Set strategies and milestones to gain that growth
- Write a business plan for the short, medium and long term
- Plan their activities and resource allocation
- Monitor their performance against plan

#### Who Should Attend?

Anyone who needs to write a business plan.

#### What Do I Do Now?

To book a course or to get more details please complete the Enquiry Form, call us on 07879 448428 or e-mail us at [admin@vitaltraining.co.uk](mailto:admin@vitaltraining.co.uk)

Vital Training (UK) Limited  
Telephone - 07879 448428  
Email: [admin@vitaltraining.co.uk](mailto:admin@vitaltraining.co.uk)  
[www.vitaltraining.co.uk](http://www.vitaltraining.co.uk)