

Financial Management

“I know my reporting requirements but I don’t always understand exactly what the reports are telling me”

Do YOU know how to interpret your end of year reports?

“I use MYOB & Quicken every day. But I know there’s more I could do – like comparing stocking rates & hay sales & loans and other financials to really get the full financial picture.”

Do YOU get the best out of your business software?

“I’ve been in business 20 years; but there must be easier & simpler ways of doing things”

Do YOU want to save time & money?

“I want to know what potential buyers are going to look at, and what they’ll read into my financial reports”.

Or thinking of selling up?

Whether you’re a new business, or ready to retire, this practical, hands on workshop is designed to assist small business meet the everyday challenges of managing ‘the books’, and will help improve understanding of financial reports, recordkeeping and business management.

Topics Covered:

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| \$ Understanding cash payments (including eftpos) | \$ Reading your profit & loss |
| \$ Understanding cash receipts (excluding payroll) | \$ Reading your balance sheet |
| \$ Reconciling your bank account | \$ GST reports |
| | \$ Preparing BAS |
| | \$ Surfing MYOB |

“Questions asked by other business people started really interesting discussions; we don’t often get a chance to network with other businesses & share ideas & issues”.

TIME: 9.30 am – 4.00 pm

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| <input type="checkbox"/> Murgon, Sat 26 th May 2007 | <input type="checkbox"/> Monto, Sat 14 th July 2007 |
| <input type="checkbox"/> Mundubbera, Sat 2 nd June 2007 | <input type="checkbox"/> Mt Perry, Sun 15 th July 2007 |
| <input type="checkbox"/> Blackbutt, Sat 16 th June 2007 | <input type="checkbox"/> Biggenden, Sat 21 st July 2007 |
| <input type="checkbox"/> Nanango, Sun 17 th June 2007 | <input type="checkbox"/> Proston, Sat 28 th July 2007 |
| <input type="checkbox"/> Kingaroy, Sat 23 rd June 2007 | <input type="checkbox"/> Kilkivan, Sat 18 th August 2007 |
| <input type="checkbox"/> Wondai, Sun 24 th June 2007 | <input type="checkbox"/> Goomeri, Sun 19 th August 2007 |
| <input type="checkbox"/> Eidsvold, Sat 30 th June 2007 | |

Course Fees

\$30 per person
\$10 discount for every family or business member thereafter
(includes morning tea, lunch and afternoon tea)

BOOKINGS ESSENTIAL:
PHONE: BIEDO – (07) 5484 1652

(Venue will be advised on booking)
EMAIL: biedoadmin@burnett.net.au



From 'working' to 'not working' - off the 'Business' course.

