

Business Training

**Upskill yourself and/or your staff by attending our business focussed courses
- all run by business professionals.**

GST Changes Explained

Course Code: GST0910

Wednesday, September 1, 1pm – 4pm

Presenters: Glenn Black, One to One Group | Trevor Dawe, Inland Revenue

Overview: Learn about the GST changes to be introduced in October. What will they mean to your business accounting and what should you be doing to help facilitate the changes? There will be a question and answer session to go over your companies specific queries – so come prepared.

Empowering Women: Growing Wealth Through Developing a Business

Thursday, September 2, 9am – 12 noon

Course Code: EWW0910

Presenter: Wilhelmina Eveleens, One to One Group

Overview: The session will go through the basics to help women advance in business. It will also cover some of the important elements of business law.

Essential Supervision Skills – 2 sessions

Course Code: ESS0910

Wednesday, September 21, 9.45am - 4pm

Thursday, September 22, 9 - 4pm

Presenter: Victoria Barkway

Overview: This programme will give people who are in a team leader / supervisory role a set of essential skills and practical tools with which to succeed in their role. They will learn about what it means to be a supervisor and make the transition from team member to team leader. The course will give participants the opportunity to develop their skills and activities will be suggested to try out back in the workplace to assist in transference of learning.

Standard price: \$470 excl gst

Chamber members price: \$395 excl gst

Accounting For Non Accountants – 2 sessions

Course Code: ANN0910

Thursday, September 23, 9am – 12 noon

Thursday, September 30, 9am – 12 noon

Presenter: Alice Gray

Overview: Accounting – what is accounting and why do we need accounting? This two part workshop will go over the basic accounting concepts including reading, understanding and interpreting financial statements. Unlock the key to budgeting, GST, kpi's and job costing.

Standard price: \$190 excl gst

Chamber members price: \$150 excl gst

Conflict in the workplace

Course Code: CIW1010

Thursday, October 7, 9am – 12 noon

Presenter: TBC

Overview: This workshop will give employees in the workplace an understanding of how conflict arises and a set of practical tools with which to reduce and resolve conflict.

Empowering Women: Growing Wealth Through Shares and Managed Funds

Thursday, October 14, 9am – 12 noon

Course Code: EWW1010

Presenter: Forsyth Barr

Overview: The session will provide the tools for women to be able to grow their wealth through investing in the share market and managed funds.

Coming up but still to be confirmed... please let us know if you are interested

- Sales how to get customers and keep them happy
- Importing workshop
- Merchandising and the art of selling

Unless otherwise stated course costs are:

Standard price: \$95 excl gst

Chamber members price: \$75 excl gst

For more information about any courses please contact: Donna Smith

p: (03) 687 2733 or e: commerce@timaru.biz