



Day:	Half Day
Time:	2pm-5pm
Dates:	17 April 2012
Numbers:	Minimum 8, Maximum 14
Course Level and Title:	
Course Fee:	£30
Tutor:	Mel Hargreaves

Who is the Course for?

Do I need any prior experience? No

Will I need an Interview? No

What could I do next? You can complete a Business Plan to be awarded the Level 3 Award in Business and Marketing.

What are the aims of the course?

What topics will I cover?

Accounts
Tax
Budgetting
Essential documents

What will the sessions consist of?

Case studies, discussions and presentations on the key documents required when working for yourself. A very useful course to have at the start of being self employed so as to avoid costly mistakes.

This will be suitable for those that are thinking of working for themselves or who have recently started to do this. It works well as a pair with Business and Marketing course.

How is the course assessed?

Practical Exam? No Written Exam? No

Awarding Organisation: n/a

How can I prepare for the course?

Bring any documents you currently use in your business and any pricing policies or business plans.

Key Facts

Apprenticeship option? Yes for Personal Trainers

Key Qualification? No

**What Next?
Contact us**

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