

## MEDIA RELEASE

14 June 2011

### BUSINESS ESSENTIALS ESSENTIAL FOR BUSINESS

“Anyone who runs a business, and particularly anyone intending to start a business, needs to understand the basics if they are going to succeed,” Canberra BusinessPoint Manager, Mr Andrew Black said today.

Canberra BusinessPoint and Communities@Work are joining forces to provide a Business Fundamentals Workshop in Tuggeranong for local business people and their staff on 21 June 2011.

“This is the first time these two leading organisations have partnered together and the first time this course has been delivered in Tuggeranong,” Mr Black said.

“This is a full day Workshop at which attendees will receive practical advice about running a business – business basics such as choosing a business structure, compliance obligations, planning for growth, cash flow projections, and finding and keeping customers.”

Communities@Work Manager Events and External Relations, Ms Jill Faulkner said: “This is a very worthwhile investment for anyone involved, or thinking about getting involved, in business in the region. A similar Workshop was held in Civic recently and feedback from participants was very positive.

“We have decided to hold this first joint Workshop in Tuggeranong because there are many small business people who live or work in this area and we want to make it as easy as possible for them to access this important training,” Ms Faulkner said.

Anyone interested in attending should visit [www.canberrabusinesspoint.com.au](http://www.canberrabusinesspoint.com.au) for more information.

#### Business Fundamentals Workshop Details:

- **Date:** 21 June 2011
- **Time:** 8.30am-4.30pm
- **Location:** Tuggeranong Community and Function Centre
- **Cost:** \$85
- **Website:** [www.canberrabusinesspoint.com.au](http://www.canberrabusinesspoint.com.au)
- **For more information contact:** Chris Faulks 6247 4199 or Jill Faulkner 6293 6500

**Canberra BusinessPoint is an initiative of the [ACT Government](#), proudly delivered by [Canberra Business Council](#) and [Lighthouse Business Innovation Centre](#) on behalf of the**

**PHOTO OPPORTUNITY:** Canberra BusinessPoint will be launching its new mobile training and promotional vehicle during the Workshop. A media alert will be circulated prior to this event.

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#### Media contact:

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PROGRAM DELIVERED BY:



AN ACT GOVERNMENT INITIATIVE

