

5-Day DEDAT Advanced Small Micro Enterprises (SMEs) Training Programme  
for  
100 small micro enterprise business owners  
November 2018 – March 2019  
Day 4

<b>Timing</b>	<b>Activity</b>	<b>Focus area / Objective / Outcome</b>	<b>Presenter</b>
08h00 – 08h45	Registration	<b>Financial management</b>	Brian Adams
09h00 – 09h15	Welcome		Brian Adams
09h15 – 10h30	Session 1 Presentation of pre-workshop design templates and purpose	Getting to grips with business and revenue models	All
10h30 – 10h45	Tea break and leg stretch		
10h45 – 11h30	Session 2  (Practical training and guidelines)	Using business data and financial records to measure and improve overall business performance	All
11h30 – 12h15	Session 3  (Practical training and guidelines)	Reading and understanding management accounts and working out performance ratios	All
12h15 – 13h00	Lunch		
13h00 – 13h45	Session 4  (Practical training and guidelines)	Developing a business dashboard with gauges for every aspect of the business to measure and improve the performance of the business	All
13h45 – 14h30	Session 5  (Practical training and guidelines)	Developing financial projections plus business performance measurements	All
14h30 – 14h45	Tea break and leg stretch		
14h45 – 15h30	Session 6  (Practical training and guidelines)	Funding models, structuring and access to finance for SMEs Tenders	All
15h30 – 16h30	Reflection and presentation of outcomes of the day  (Practical training and guidelines)	Developing a funding structure for the enterprise  Organisational development strategy in practice	Brian Adams
16h30 – 16h45	Closure and way forward		Brian Adams