

Business Planning

Duration: 1 Day

This course teaches students how to develop the skills in Business Planning.

Planning Theory

- What is a plan?
- Know Your Audience
- Elements of a Plan
- Budgeting
- Economic Value Analysis
- What Style Suits Your Organisation

Planning Process

- Seven Stages of the Planning Process
 - Situation Analysis
 - External Analysis
 - Gap Analysis
 - Action Development
 - Resource Assessment
 - Target Setting
 - Financial Modelling

Practical Planning

- Structuring a Plan
- Risk vs. Reward
- Communicating a Plan
- Presenting a Plan
- Using a Plan
- Contingency Planning
- Disaster Recovery
- Organising To Plan
- Tools and Techniques
- Critical Path Management
- PERT Analysis