

Training Guide

Subject	Use Advisor	For In-depth Training...	Use Website	Use YE Manual
Product Development, Innovation & Entrepreneurship	For Coaching	To book a training session, contact: Alan.Bullen@lynxnetworks.co.uk (suggested timing: Sept/Oct)	For Case Study	For Criteria
Planning & Review (including writing a business plan)	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: Oct/Nov)	For Case Study	For Criteria
Marketing & Branding	For Coaching	To book a training session, contact: jhawkes@artinmarketing.co.uk (suggested timing: Oct/Nov)	For Case Study	For Criteria
Selling (including trade stand pointers)	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: Oct/Nov)	For Case Study	For Criteria
Financial Tracking & Reporting	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: Oct/Nov)	For Case Study	For Criteria
Writing Company Reports (incl basic template for Interim Report)	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: Nov/Dec)	For Case Study	For Criteria
Key Business Skills including: Administration, Meeting management, HR, Teamwork, Problem Solving, Decision Making, Leadership, & Communication	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: as needed)	For Case Study	For Criteria
Presentation Skills	For Coaching	To book a training session, contact: emma@sonatest.com (suggested timing: Jan/Feb)	For Case Study	For Criteria