



RCS Business Fundamentals Workshop

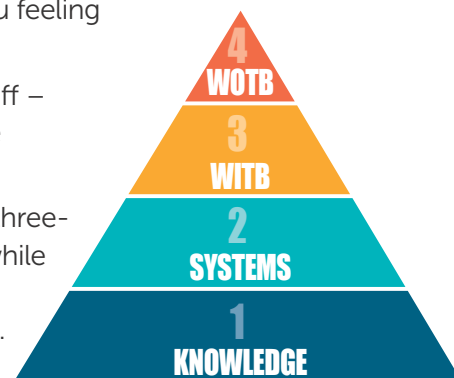
Get back to doing what you love.

Do you dread the thought of a day in the office? Does the bookwork leave you feeling frustrated because you know you could be more effective, but not sure how?

You're not alone. Most people on the land would rather be doing the good stuff – getting out in the paddock or spending their precious time with family. But the bookwork won't do itself...

This is why we've developed the RCS Business Fundamentals Workshop. This three-day workshop will give you a solid handle on all the necessary business stuff while showing you how to become more proficient, organised and effective, so you can spend less time in the office and more on the things that make you happy.

The workshop covers four key areas:



1 **KNOWLEDGE** (education about basic business principles). Learn about:

- ✓ The four different types of money
- ✓ How to read a balance sheet
- ✓ How to understand a profit and loss statement
- ✓ Understanding a stock/crop flow
- ✓ How to connect what happens in the paddock with what happens in the office
- ✓ The RCS 3 Secrets of Profit
- ✓ The critical difference between taxation and management accounting
- ✓ Cashflow analysis and economic analysis
- ✓ The key profit drivers / key performance indicators to know and use.

3 **WITB** (doing it all)

- ✓ Data entry without going mad
- ✓ Record keeping – what and how
- ✓ BAS/PAYG/Super

2 **SYSTEMS** (giving you an awareness of what's out there).

- ✓ Can you go paperless (or less paper)?
- ✓ How set up 'one-touch' mail handling
- ✓ Stress Free Office Management (SFOM)
- ✓ What to file and how
- ✓ Setting up folders on your computer
- ✓ What software options are available (pro's and con's)

4 **WOTB** (using it to make decisions)

- ✓ Doing your own budget
- ✓ Doing another budget scenario that would increase profit
- ✓ Using a budget to actual report
- ✓ Gross margin /enterprise analysis
- ✓ Benchmarking and KPIs (key performance indicators)
- ✓ Reforecast

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www.rcsaustralia.com.au

info@rcsaustralia.com.au



What you'll receive...

- ✓ A comprehensive course manual
- ✓ Expert tuition from leading trainers and coaches
- ✓ Electronic templates and calculators
- ✓ Access to office management tools
- ✓ All lunches, morning and afternoon teas

Using your own information, you'll begin implementing what you learn straight away – no waiting until you get home to put new processes in place. You'll also complete your own draft budget for the 2019/20 financial year during the workshop.

Suitable for all skill and confidence levels.

To really cement the connection between production and profit in your business, this workshop is best attended by the people who are responsible for the outside stuff, as well as the inside stuff.

ABOUT THE TRAINER

David McLean understands your business inside-out. Starting his journey with RCS many years ago as a client, his time in the trenches has given him extensive knowledge of ecology, production systems and business management.



Through working with many farm businesses, including some of the country's top performers, David knows what office systems will work best for any situation. He is highly skilled in farm business analysis and financial literacy, and provides a refreshing combination of on-the-ground experience and technical knowledge. David has the special ability to deliver complex information in an engaging and easy-to-understand way.

Also in attendance will be experienced farm business accountant, **Michelle Sanders**. Michelle has been working with primary producers for many years and is one of the few accountants who really understands your business. She'll be on hand to provide her professional opinion on BAS, PAYG, superannuation and office systems, and help you translate the 'accountant talk' into meaningful information for your business decision-making.

Additionally, our expert farm business coaches will be in attendance as numbers require, to ensure all participants get the attention they deserve.

WORKSHOP DETAILS

Where: Rockhampton

When: 30 April – 2 May
(perfect timing for your budget!)

Price: First person from business.....\$1950
Second and subsequent
people from business.....\$950

BYO Laptop (PC or Mac okay)

Take the first step towards regaining control of your time by registering for the Business Fundamentals Workshop today. **Places are strictly limited** to ensure adequate support for participants.

Complete the registration form and return to info@rcsaustralia.com.au, or call RCS with your details ready.

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RCS Business Fundamentals Workshop



Registration Form

Rockhampton Qld 30 April – 2 May 2019

YOUR DETAILS

Name 1: Mr / Mrs/ Miss/ Ms	Name 2: Mr / Mrs/ Miss/ Ms	
Preferred name/s: (for name tag purposes)	Business Name: (for Tax Invoice)	
Postal Address		
Town:	State:	Postcode:
Mobile:	Phone:	
Email address:		
Any special dietary requirements?	Major Industry: (I.e. Sheep / Cattle / etc.)	
How did you hear about this course?	What prompted you to register?	

YOUR PAYMENT DETAILS

Payment for: (please tick one below)

Fees: **RCS Business Fundamentals Workshop (GST Exempt)**

- | | |
|--|--------|
| <input type="checkbox"/> 1st person from business | \$1950 |
| <input type="checkbox"/> 2 nd and subsequent person from business | \$950 |

Payment method: (please tick one) ☐ Credit card or ☐ Send me an invoice for direct debit

Credit Card Authorisation Slip

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Services Pty Ltd**

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I hereby authorise Resource Consulting Services to charge my credit card as follows:

Amount to be charged: \$ _____

Cardholders Name: _____ Signature: _____

Card Type (✓): ☐ MasterCard ☐ Bankcard ☐ Visa Expiry: ____/____

Card Number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

TERMS & CONDITIONS (please read and sign)

Money Back Guarantee:

If you are not completely satisfied with the **RCS Business Fundamentals Workshop** training at the end of the course, RCS will refund the registration money paid, less 10% administration charge if reasonable evidence is provided.

Deposit & Payment:

- Full payment is required to confirm your registration.
- A \$250 cancellation fee will be applied if cancellation or transfer occurs less than 14 days prior to the commencement of the course.
- 50% of the course fee will be charged if cancellation or transfer occurs less than 7 days prior to the commencement of the course.

Privacy Statement:

RCS confirms information collected will remain confidential between RCS and the Attendee, subject to any legal obligation imposed upon RCS to disclose information collected. Information supplied to RCS will be used for registration processing and the distribution of newsletters and information regarding future events, unless you instruct us otherwise. For more information or to obtain a copy of our Privacy Policy please call 1800 356 004.

Disclaimer:

The Attendee agrees that RCS will not be liable for any statements, representations or information (written or oral) provided or delivered by RCS or its representatives as part of the training programme.

In so far as the law permits, the Attendee agrees to indemnify and release RCS and its representatives from any and all claims, actions or demands which may be brought by a third party for damages suffered directly or indirectly as a result of the Attendee's participation in the training programme.

Use of the RCS Business Fundamentals Workshop material

The attendee agrees not to reproduce or circulate any part of the **RCS Business Fundamentals Workshop** materials provided to the attendee, without the prior written approval or RCS.

I ACKNOWLEDGE AND AGREE TO THE TERMS AND CONDITIONS (please sign) _____