

What's New at Kingfisher?

Newsletter
Summer 2008

Revolutionise your staff training programme

Managing staff can be challenging. Sometimes it's a struggle to find the time - or the resources - to invest in training, even though most businesses believe effective training translates into tangible business benefits. Take the time to increase the skills and knowledge of your staff and reap the rewards.



As a learndirect Business authorised reseller, we can offer a full **eCourses**

portfolio of online and CD/DVD based courses that can give your staff the skills they need, quickly and easily.

Covering all the areas that are vital to the success of your business, including Computers and Software, Health and Safety, Sales and Marketing and Financial Management, the benefits are clear:

- You get value for money - no more time and money wasted travelling to courses
- Start straightaway - they are easy to use and we can get you up and running in a short time
- Training at a time to suit your staff and your business, fitting it into a normal working day
- Training at a pace that suits you and your staff - reinforce learning or fill knowledge gaps.

SPECIAL OFFER - AUGUST ONLY

**BUY 4 VIDEO ARTS COURSES at
£34.99 each (+ VAT)**

PAY ONLY FOR THREE!

A memorable, enjoyable way to learn

Video Arts Courses

Short, punchy e-learning courses on popular business subjects - often featuring famous faces and engaging, humorous approach, including

- Meetings, Bloody Meetings - Making Meetings More Productive, featuring John Cleese and Robert Hardy
- Sell It to Me! Essential Skills for All Salespeople, featuring Martin Clunes and Robert Lindsay
- Straight Talking - The Art of Assertiveness with John Cleese and Jennifer Saunders
- The Unorganised Manager - Organising Yourself, with John Cleese
- The Unorganised Manager - Organising Others, featuring John Cleese
- Telephone Behaviour - The Rules of Effective Communication, with John Cleese

Other than through eCourses, these products are not widely available on a single user license. This means that only eCourse resellers can "pick and mix" for their business customers - which is ideal for bespoke solutions, enhancing existing training programmes, plugging gaps identified in TNA etc.

You can be among the first to try these courses by contacting us today on 01706 252352 or email bsmart@askingfisher.co.uk

SMARTBOOKS

We recently launched a commercial bookkeeping service which provides a full range of bookkeeping, accounts and other business financial support services.

Whether you simply want help with your VAT return, PAYE or even filing your personal tax return online, we can help. As your business has grown you may find you have different issues you need to resolve, such as, for example, chasing your debtors.

Whatever support you need, contact us - we can help. Contact Paula Heap on 01706 252352 or email bsmart@askingfisher.co.uk.

STAYING AFLOAT A GUIDE TO CASH FLOW

In the current economic climate, it is vital to know just where you are with your cash flow.

Looking at your own business situation, this course will help you develop reliable financial forecasts for future stability and success.

Practical examples and suggested techniques will help you improve your awareness and planning skills.

BUY NOW for only **£24.99** (+ VAT)

CD-ROM - no internet access required

Everywhere you look, costs are squeezing profits and narrowing margins. Is it time you took action?

Supply Check is our new service, available to help ensure that your business is getting the best deals.

We provide full analysis of your current purchasing arrangements along with a report highlighting our recommendations for improvements.

If you would like to know more or book an initial consultation, please contact Sue Ashton on 01706 252341 or email bsmart@askingfisher.co.uk.



**SUPPLY
CHECK**

**A Kingfisher Professional Service in
association with Regain Consulting Ltd.**

YOUR EMPLOYEES WASTE 48 MINUTES A DAY THROUGH MISUSE OR RELUCTANCE TO USE TECHNOLOGY! *

The modern office is equipped with powerful tools to help save us time and operate a successful business. However, unless your staff know how to use them effectively, such tools are all too often wasted.

You may have upgraded your PCs from Office 2000 to 2003, but did your staff upgrade their skills? They probably all trained on Office 2000 and whilst they can use 2003, they might not be getting the full benefit from it. Maximize your investment in new software by making sure your staff know how to use it proficiently.

**Word / Excel 2003 or XP
eCourses from learndirect
Business**

8 hour online courses
Only £49.99 each + VAT

BUY 4, PAY ONLY FOR 3!

* Source: www.smallbusiness.co.uk

ONE-TO-ONE and BESPOKE TRAINING

Here at the Kingfisher Business Academy, we are finding more and more that businesses cannot afford the time to release their staff for full day training courses. Instead they are opting for half-day **one-to-one** sessions or bespoke training courses, tailored to their specific needs.

This can be a cost effective way of meeting Investors in People training requirements and your commitment to your staff. Most of our courses can be adapted to this type of training.

If this is something you would like to know more about, email bsmart@askingfisher.co.uk or just give us a call on 01706 252352.

For more information about what **Kingfisher** can do for you, take a look at our website **www.askingfisher.co.uk**, call us for a chat on **01706 252352** or email **bsmart@askingfisher.co.uk** and we'll get back to you.

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