



## Diary Dates for February 2010

- 10 February 2010 - Be Your Own Boss - Rules and Regulations. 17.30 – 20.30 @ BIC**
- This workshop will cover the legal requirements to ensure that you get your business off to the right start. For more information please contact **Kathryn** or **Audrey** on **0191 516 6145** or alternatively email [training@ne-bic.co.uk](mailto:training@ne-bic.co.uk)
- 16 February 2010 - Software Ventures - 17.00 – 21.00 @ BIC**
- Developed by industry experts, Software Ventures is an initiative designed to encourage the creation of high growth software based businesses. It is aimed at individuals who have the seed of a software related idea, a full blown idea for a software related business, or are looking to buy a software related business. (7 week programme). For more information about Software Ventures call **0191 516 6087** or visit [www.sunderlandsoftwarecity.com](http://www.sunderlandsoftwarecity.com)
- 17 February 2010 - Be Your Own Boss - Understanding Accounts. 17.30 – 20.30 @ BIC**
- The process of understanding accounts is made clear during this workshop. Participants will gain an in depth understanding of what is required in this area of their business. For more information please contact **Kathryn** or **Audrey** on **0191 516 6145** or alternatively email [training@ne-bic.co.uk](mailto:training@ne-bic.co.uk)
- 23 February 2010 - Newcastle Enterprise Package – 10.00 – 13.00 Venue TBC**
- A step by step guide to starting a business, the Newcastle Enterprise Package offers practical support and hands on advice. Delivered by the North East Business and Innovation Centre (BIC), it includes six informative weekly sessions, covering the principle areas of setting up a business. For more information, and eligibility criteria call **Janice Marsh** on **07912 271 953** or email [Janice.marsh@ne-bic.co.uk](mailto:Janice.marsh@ne-bic.co.uk)
- 24 February 2010 - Be Your Own Boss - 17.30 – 20.30 @ BIC**
- A three hour workshop will help you decide if self-employment is the right route for you, covering areas such as, identifying existing skills that can be transferred, the need of a business plan and where to go for help. For more information please contact **Kathryn** or **Audrey** on **0191 516 6145** or alternatively email [training@ne-bic.co.uk](mailto:training@ne-bic.co.uk)
- 1 March 2010 - IOSH Working Safely**
- An intensive one day programme, the IOSH Working Safely course is the ideal way for staff and owner / managers of small businesses (with up to 5 employees) to get a grounding in the essentials of health and safety at work. An interactive and invaluable session, the programme is split into five modules covering: Working Safely, Defining Hazard and Risk, Identifying Common Hazards, Improving Safety Performance, and Protecting our Environment.
- 3 March 2010 - Be Your Own Boss - Rules and Regulations. 17.30 – 20.30 @ BIC**
- This workshop will cover the legal requirements to ensure that you get your business off to the right start. For more information please contact **Kathryn** or **Audrey** on **0191 516 6145** or alternatively email [training@ne-bic.co.uk](mailto:training@ne-bic.co.uk)
- 10 March 2010 - Your Own Boss - Understanding Accounts. 17.30 – 20.30 @ BIC**
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- 17 March 2010 - Be Your Own Boss - 17.30 – 20.30 @ BIC**
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