

To book or register an interest for any of these events, please visit www.marion.sa.gov.au/business-news-and-events or contact us at business.marion@marion.sa.gov.au.

Day / Date	Time	Event, Host & Booking Information	Cost
January 2019			
Thursday 24 January		<u>CANCELLED - Discovery Session – Goal Setting in Business</u> This workshop has been postponed until later in the year.	
Tuesday 29 January	9:30 AM – 12:30 Pm	<u>Intro Into Small Business - ACE Course</u> This course will introduce the basics of small business. The course will have a particular focus on personal goal setting and planning your own field trip to a local business.	FREE
Wednesday 30 January	9:00 AM – 5:00 PM	<u>Digital Growth Consultations – Presented by Polaris Centre and City of Marion</u> Starting a business and don't know where to begin setting up an effective website? Do you already have a business website and think it could be performing better? Feel like your digital marketing and social media outreach isn't working for you, or just doesn't exist? Need help demystifying SEO or SEM and how they can help your business grow? If YES is your answer to any of these questions, register for a free independent consultation with a digital business advisor. 	FREE
Wednesday 30 January – Thursday 31 January	9:00 AM – 4:30 PM	<u>Managing WHS in the Workplace – Presented by Business SA</u> This intensive training course will provide insight and knowledge on how to navigate the Work Health and Safety Act, how to undertake inspections and effectively identify and manage your business risks. A Work Health and Safety manager or coordinator responsible for ensuring workplace safety. This intensive two-day program will provide the necessary tools to create a solid basis to start ensuring your business is a safe and compliant work environment for everyone. Not a member? Take advantage of our special <u>SAEDB membership offer</u> by contact business.marion@marion.sa.gov.au or contact Business SA on 8300 0089 to register.	\$720.50 - \$899.00

Collaborating to support economic development in Southern Adelaide

Tonsley

Cove Civic Centre

Day / Date	Time	Event, Host & Booking Information	Cost
February 2019			
Tuesday 5 February	5:30 PM – 7:00 PM	<u>Discovery Session - Business Health Check</u> – Presented by SABAS This workshop will show you how to complete a simple health check on your business. What do you look for and what do you need to consider to start improving your business?	FREE
Tuesday 5 February	5:00 PM	<u>Boss Boot Camp</u> - Presented by Southern Business Connections The Southern Business Connections event raising funds for Heroes on the Home front. Bring along your boss and team for a fun, team-building exercise. The class will accommodate all fitness levels.	\$20.00 - \$100.00
Thursday 7 February	9:00 AM – 5:00 PM	<u>Digital Growth Consultations</u> – Presented by Polaris Centre and City of Marion Starting a business and don't know where to begin setting up an effective website? Do you already have a business website and think it could be performing better? Feel like your digital marketing and social media outreach isn't working for you, or just doesn't exist? Need help demystifying SEO or SEM and how they can help your business grow? If YES is your answer to any of these questions, register for a free independent consultation with a digital business advisor. 	FREE
Saturday 9 February	2:00 PM – 4:00PM	<u>Sell Your Craft to the World – How to Sell on Etsy</u> <u>How to sell on Etsy is back by popular demand!</u> This is our second time running this workshop, which will teach you how to make money doing what you love (and while you sleep)! This workshop will focus on ETSY, a global online marketplace for handmade, vintage and craft supplies. We will cover the basics of how to open a shop, through to how to get sales and more. 	FREE

Collaborating to support economic development in Southern Adelaide

Day / Date	Time	Event, Host & Booking Information	Cost
Monday 11 February	9:00 AM – 5:00 PM	<p><u>Business SA – New to Management</u> – Presented by Business SA</p> <p>The New to Management course is part of Business SA's Leadership Development pathway designed to foster and grow contemporary leadership capabilities. People can often be thrust into leadership roles without training, and struggle to effectively manage a team working towards a common goal.</p> <p>Your session will be led by our HR expert who will navigate the Fair Work Act and National Employment Standards to equip you with the skills to build a positive work environment and manage all aspects of the employment cycle.</p> <p>Discover your personal leadership style and learn how to use your strengths to effectively manage others, including dealing with difficult staff and managing poor performance confidently.</p>	<p>Non Member \$660</p> <p>Members \$550</p>
Monday 11 February	5:30 PM – 7:30 PM	<p><u>Tax Essentials for Small Business</u> – Presented by ATO</p> <p>Are you new to business, or thinking of starting a small business? Give your business the best start and register to come along to this FREE introductory workshop run by ATO staff. In this session, learn about:</p> <ul style="list-style-type: none"> • business structures and their different rules, tax rates and obligations • tax and non-tax business registrations • allowable deductions, including motor vehicle deductions, depreciation and home-based business expenses • annual and quarterly reporting requirements • record keeping principles • where to go for help and information when you need it. 	FREE
Tuesday 12 February	5:30 PM	<p><u>Social Media Tips and Tricks</u> - Southern Business Connections</p> <p>Social media tips and tricks for your business. Learn how to improve your social media presence. Drinks and nibbles on arrival. After the presentation, we will then play Golf! Join us for a fabulous evening.</p>	\$20

Collaborating to support economic development in Southern Adelaide

Tonsley

Cove Civic Centre



Hallett Cove
BUSINESS ASSOCIATION

Tonsley  NEW VENTURE
INSTITUTE
make it here.

Day / Date	Time	Event, Host & Booking Information	Cost
Saturday 16 February	2:00 PM – 3:00PM	<p><u>Building a Business with Amazon</u> - Presented by DIY Digital</p> <p>This 1.5-hour free seminar takes you on a tour of Amazon and how it compares with your own e-commerce shop and other online marketplaces such as Etsy, Ebay and Gumtree.</p> <p>It explains drop-shipping and Fulfilment by Amazon and it covers what you need to set up your Amazon Australia account. You'll walk away with a sound understanding of whether Amazon is the right choice for you and your products.</p> 	FREE
Monday 18 February	5:30 PM – 7:30 PM	<p><u>Record Keeping for Small Business</u> – Presented by ATO</p> <p>Are you new to business, or thinking of starting a small business? Give your business the best start!</p> <p>This FREE 2 hour introductory workshop is for small businesses who:</p> <ul style="list-style-type: none"> • want to learn how to keep records to claim all entitled deductions • are not registered for GST. <p>At this event, you will have hands-on experience of recording money in and out of your business. You will also learn timesaving tips allowing you to focus on your business. To get the most out of this workshop, bring a pen and calculator.</p>	FREE
Friday 22 February	9:00 AM – 12:00 PM	<p><u>Facebook Masterclass</u> - Presented by Social Media AOK</p> <p>15 million Australians are logging onto Facebook 37 times every week, spending at least 16 minutes scrolling, liking and commenting per session! Trying to market your business or brand on Facebook just for the sake of it can be a huge mistake, costing you lots of time and resources.</p> <p>In this highly interactive Facebook training course we will show you:</p> <ul style="list-style-type: none"> • How to build and grow your organic reach on Facebook • How to use the Facebook video boom for business • Making the most of Facebook advertising  <p>What to Bring: A fully charged laptop with admin access to your business Facebook account, and access to a Facebook Advertising account.</p>	\$55

Collaborating to support economic development in Southern Adelaide

Tonsley

Cove Civic Centre

Day / Date	Time	Event, Host & Booking Information	Cost
Monday 25 February	9:00 AM – 5:00 PM	<p><u>Digital Growth Consultations</u> – Presented by Polaris Centre and City of Marion</p> <p>Starting a business and don't know where to begin setting up an effective website? Do you already have a business website and think it could be performing better? Feel like your digital marketing and social media outreach isn't working for you, or just doesn't exist? Need help demystifying SEO or SEM and how they can help your business grow? If YES is your answer to any of these questions, register for a free independent consultation with a digital business advisor.</p> 	FREE
March 2019			
Tuesday 5 March	5:30 PM – 7:00 PM	<p><u>Discovery Session - Marketing and Business Development</u> – Presented by SABAS</p> <p>Are you struggling to grow and build awareness of your business? This workshop will walk you through six strategies to market your business better.</p>	FREE
Thursday 7 March	7:30 AM -	<p><u>Breakfast with Small Business Owners</u> – Presented by SBC</p> <p>A great opportunity to hear others openly discuss their business challenges, motivation and plans. What can you learn from others? The two guest speakers, Christine Sharkey from Quoteconvert who will talk about staying true to your core concept. Particularly for start-ups or recently established businesses. The second speaker is Gail Ruth Miller, who became an author to let children know that wheelchair users are just regular people who wheel rather than walk. But books don't sell themselves, so she needed to become a speaker to promote her books. Still, for most authors, they don't fly off the shelves, so what else did she do to move the sales along?</p>	Members: FREE Non Members: \$25
Thursday in 7 March	9:30 AM – 12:15 PM	<p><u>LinkedIn for B2B Sales</u> - Presented by Adelaide Business Hub</p> <p>Have you heard that LinkedIn is a powerful B2B lead generation and sales tool but don't know how to maximise its potential? Objectives of this workshop are to improve your LinkedIn presence and provide you with practical ideas for generating leads through: online marketing strategy, LinkedIn B2B lead generation strategies and tactics Improving your Personal LinkedIn profile, Improving your Company LinkedIn profile. This is an interactive workshop so bring your laptop/devices so that you can make improvements on the day.</p> 	\$55

Collaborating to support economic development in Southern Adelaide

Day / Date	Time	Event, Host & Booking Information	Cost
Wednesday 20 March	10:00 AM – 12:00 PM	<p><u>ICN SA Profile Improvement Workshops</u> - Presented by the Industry Capability Network</p> <p>This interactive workshop will help you to create a comprehensive company profile on ICN Gateway, allow you to put your best foot forward and maximise opportunities for winning work. Our expert team will provide you with inside hints, tips and advice to ensure your profile is looking its best whilst being full of relevant content that will help us and external suppliers find your business and service offering. As well as what improvements you can make to your profile and make those changes on the spot! How you express interest (EOI) in supply opportunities and what happens to your expression of interest (EOI).</p> 	\$30
Monday 25 March	9:00 AM – 5:00 PM	<p><u>Digital Growth Consultations</u> – Presented by Polaris Centre and City of Marion</p> <p>Starting a business and don't know where to begin setting up an effective website? Do you already have a business website and think it could be performing better? Feel like your digital marketing and social media outreach isn't working for you, or just doesn't exist? Need help demystifying SEO or SEM and how they can help your business grow? If YES is your answer to any of these questions, register for a free independent consultation with a digital business advisor.</p> 	FREE
Monday 25 March	9:30 AM – 12:30 PM	<p><u>Conducting Proactive Performance Management</u> - Presented by Business SA</p> <p>Conducting proactive performance management is a course designed to help you get the best out of your people. Learn how to create clear expectations and enhance workplace relationships.</p> <p>This course will provide you with practical techniques and templates so that performance appraisals are no longer something to avoid, but rather something to embrace</p>	<p>Non Members \$418</p> <p>Members \$330</p>

Collaborating to support economic development in Southern Adelaide

Tonsley

Cove Civic Centre



Hallett Cove
BUSINESS ASSOCIATION

Tonsley **N** NEW VENTURE
INSTITUTE
make it here.

CALENDAR OF EVENTS

Day / Date	Time	Event, Host & Booking Information	Cost
Monday 25 March	1:00 PM – 4:30 PM	<p><u>Managing Poor Performance</u> - Presented by Business SA</p> <p>There are times when an employee's performance needs to be closely managed or results in termination. It is important therefore, to learn how to manage this situation fairly and with a respect for all parties involved. Managing poor performance will provide you with the tools to help identify and manage poor performance. You will learn how to deal with difficult conversations, understand the steps that need to be taken to manage poor performance fairly and manage the dismissal process if required.</p>	<p>Non Members \$418</p> <p>Members \$330</p>
April 2019			
Tuesday 2 April	5:30 PM – 7:00 PM	<p><u>Discovery Session – Coaching for Sales</u> - Presented by SABAS</p> <p>The City of Marion, City of Onkaparinga, City of Holdfast Bay and City of Mitcham and the Department of State Development have joined forces to fund a service aimed at helping businesses in Southern Adelaide to develop and grow.</p>	FREE
May 2019			
Tuesday 7 May	5:30 PM – 7:00 PM	<p><u>Discovery Session – Improving Your Social Media</u> – Presented by SABAS</p> <p>Do you struggle to keep up with millennial trends? Understand how social media can help your business and how it can be effective for you.</p> 	FREE
Monday 20 May	9:00 AM – 5:00 PM	<p><u>Mental Health Fundamentals For Managers</u> – Presented by Business SA</p> <p>With one in five Australians experiencing a mental health illness in any one year, it is highly likely that as a manager, you will supervise a worker with mental illness at some point in your career. This course addresses the most common challenges that people managers are likely to encounter, from recognising the early warning signs of poor mental health to managing the complexities of workplace legal obligations around managing mental health.</p>	<p>Non Members \$418</p> <p>Members \$330</p>

Collaborating to support economic development in Southern Adelaide

Tonsley

Cove Civic Centre

Day / Date	Time	Event, Host & Booking Information	Cost
June 2019			
Tuesday 4 June	5:30 PM – 7:00 PM	<u>Discovery Session - The People Issue</u> – Presented by SABAS How do you attract the right people to your business? And more importantly, how can you move the wrong ones on? Learn some simple strategies to manage your team more effectively.	FREE
Monday 17 June	9:30 AM – 12:30 PM	<u>Conducting Proactive Performance Management</u> – Presented by Business SA Conducting proactive performance management is a course designed to help you get the best out of your people. Learn how to create clear expectations and enhance workplace relationships. This course will provide you with practical techniques and templates so that performance appraisals are no longer something to avoid, but rather something to embrace.	Non Members \$418 Members \$330
Monday 17 June	1:00 PM – 4:30 PM	<u>Managing Poor Performance</u> – Presented by Business SA There are times when an employee's performance needs to be closely managed or results in termination. It is important therefore, to learn how to manage this situation fairly and with a respect for all parties involved. Managing poor performance will provide you with the tools to help identify and manage poor performance. You will learn how to deal with difficult conversations, understand the steps that need to be taken to manage poor performance fairly and manage the dismissal process if required.	Non Members \$418 Members \$330
Friday 28 June	10:00 AM – 12:00 PM	<u>Photography for Instagram</u> – Presented by Heidi Who Everyone needs photos to show off their business. Problem is... we don't always have the budget for a photographer. Learn simple techniques from Heidi, award-winning photographer from Heidi Who Photos. Tips and tricks on how to get better pics simply - with a camera or phone. Lighting, composition and story - not techy talk. Bring your photo capturing device and practice as we chat.	\$25

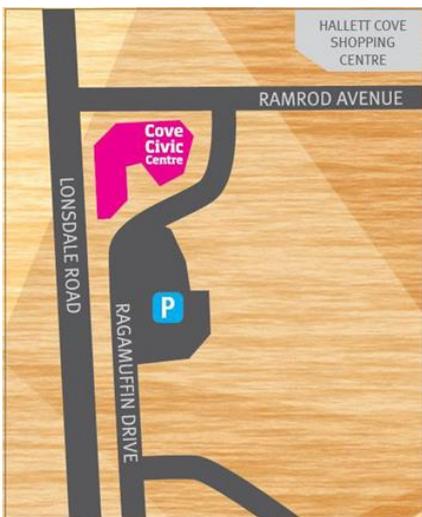


Collaborating to support economic development in Southern Adelaide

Our Business Hubs

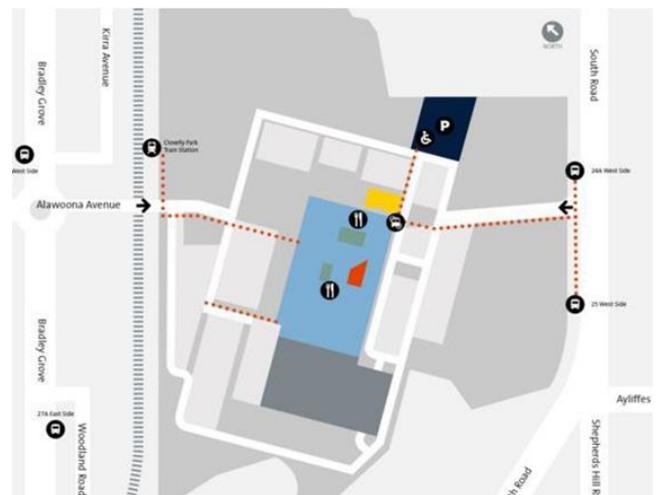
Cove Civic Centre

1 Ragamuffin Drive, Hallett Cove



Tonsley

1284 South Road, Tonsley



Want to keep up-to-date with your business community?
Register your [email address](#) to receive our monthly e-newsletters

Southern Adelaide Business Advisory Service

The City of Marion, City of Onkaparinga and the Department for Industry and Skills have joined forces to fund a service aimed at helping small businesses in Southern Adelaide to develop and grow.

THE FREE SERVICE OFFERS:

- One-on-one consultations with a business advisor at a location suitable to you
- A review of your business plans and operations
- Advice tailored to your business
- Business workshops and seminars

BOOK YOUR FREE SESSION:

T 7228 6208 E businessadvisor@ransgroup.com.au

Collaborating to support economic development in Southern Adelaide