**SUMMARY OF PRODUCT PACKAGES**

| **Detail** | **Advisory****Intro****Package** | **Starter****Package** | **Advanced Package** | **Financial Forecasting Package** |
| --- | --- | --- | --- | --- |
| 1. **Communication to Members**
 |
| Weekly Grant Updates | **√** | **√** | **√** | **√** |
| **ESS BIZTOOLS** Pod Casts (About 25 Pod Casts Annually) | **√** | **√** | **√** | **√** |
| Members; Alert (Monthly) | **√** | **√** | **√** | **√** |
| Business Advisory Services Briefing – Monthly (30 minutes) | **√** | **√** | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Training For Members**
 |
| Advisory Intro – 10 Training Sessions – 45 minutes each annually | **√** |  |  |  |
| Starter Package - 10 Training Sessions – 45 minutes each annually | **√** | **√** |  |  |
| Advanced Package - 10 Training Sessions – 45 minutes each annually | **√** | **√** | **√** |  |
| Financial Forecasting Package - 10 Training Sessions – 45 minutes each annually | **√** | **√** | **√** | **√** |
| Training Videos For Subscribed Product Packages | **√** | **√** | **√** | **√** |
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|  |  |  |  |  |
| 1. **Communication/Marketing Tools for Members**
 |
| Licensed to upload **ESS BIZ TOOLS** papers, mentoring and coaching modules to secure area of the member’s website accessible by member’s clients and invited prospects by use of a password |  |  | **√** | **√** |
| Business Plus Newsletter – monthly for members to badge and send to clients/prospects and publish on member’s website | **√** | **√** | **√** | **√** |
| Client Seminars – Introduction Package – 12 Business Seminars | **√** | **√** | **√** | **√** |
| Client Seminars – Total Service Package – 35 Business Seminars |  | **√** | **√** | **√** |
| License to publish “free content” on **ESS BIZ TOOLS**’ website | **√** | **√** | **√** | **√** |
| **ESS BIZTOOLS** logo – licensed to insert onto member’s website and with promotional material | **√** | **√** | **√** | **√** |
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| 1. **Preparation for Advisory Services**
 |
| Business Advisory Services | **√** | **√** | **√** | **√** |
| SME Needs Analysis | **√** | **√** | **√** | **√** |
| Client Profile Form for Monitoring of Advisory Service Delivery | **√** | **√** | **√** | **√** |
|  |  |  |  |  |
| Library of Articles – Members can badge and send to clients/prospects introduction - 350 Papers | **√** | **√** | **√** | **√** |
| Library of Articles - Members can badge and send to clients/prospects - Total package 550 Papers |  |  | **√** | **√** |
| Promotional Articles | **√** | **√** | **√** | **√** |
| SME Mentoring and Coaching Resources – Introductory Package – 4 Modules | **√** | **√** | **√** | **√** |
| SME Mentoring and Coaching Resources – Total Package – 12 Modules |  | **√** | **√** | **√** |
| SME Seminars for Members to Deliver/Board Team Training | **√** | **√** | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Understanding Your Client From An Advisory Viewpoint**
 |
| Due Diligence Review of Client’s Business | **√** | **√** | **√** | **√** |
| Understand your client “1 inch wide/1 mile deep” | **√** | **√** | **√** | **√** |
| Due Diligence Review Product Package | **√** | **√** | **√** | **√** |
| Proposal and Quotation Forms for the supply of services | **√** | **√** | **√** | **√** |
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| 1. **Corporate Planning**
 |
| Business Planning – Introduction | **√** | **√** | **√** | **√** |
| Business Planning – Total Package |  |  | **√** | **√** |
| Strategic Planning – Annual |  |  | **√** | **√** |
| Offering Advisory Services – Introduction | **√** | **√** | **√** | **√** |
| Offering Advisory Services – Commitment To Delivery |  | **√** | **√** | **√** |
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| 1. **Predictive Accounting Reports**
 |
| Introduction to Predictive Accounting Process | **√** | **√** | **√** | **√** |
| Predictive Accounting Process Guidelines |  | **√** | **√** | **√** |
| Predictive Accounting Process Guidelines for use with PlanGuru Software |  |  |  | **√** |
| Budgets for all Business Operations | **√** | **√** | **√** | **√** |
| Key Drivers – Introduction | **√** | **√** | **√** | **√** |
| Key Drivers – An Important Part of Predictive Accounting |  |  | **√** | **√** |
| Cash Flow Forecasts – Introduction | **√** | **√** | **√** | **√** |
| Cash Flow Forecasts – Overview Total Package |  |  | **√** | **√** |
|  |  |  |  |  |
| Budgets and Cash Flow Forecasts Supplementary Documents Introduction | **√** | **√** | **√** | **√** |
| Budgets and Cash Flow Forecast Supplementary Documents Advanced |  |  | **√** | **√** |
| Projected Balance Sheets Introduction | **√** | **√** | **√** | **√** |
| Projected Balance Sheets – Delivering The Message |  |  | **√** | **√** |
| Preparation of “Rolling Forecasts” for amendments to Predictive Accounting Reports |  |  | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Business Systems**
 |
| 52 Week Business Enhancement System Introduction | **√** | **√** | **√** | **√** |
| 52 Week Business Enhancement System – Advanced |  |  | **√** | **√** |
| Bookkeeping System Review | **√** | **√** | **√** | **√** |
| Internal Control System – Introduction | **√** | **√** | **√** | **√** |
| Internal Control System – Advanced |  |  | **√** | **√** |
| Daily Business Reports | **√** | **√** | **√** | **√** |
| Weekly Performance/Profitability Report | **√** | **√** | **√** | **√** |
| Asset Control and Safeguard | **√** | **√** | **√** | **√** |
| Cash Control Banking Monitoring | **√** | **√** | **√** | **√** |
| Administration – Introduction | **√** | **√** | **√** | **√** |
| Administration – Advanced |  |  | **√** | **√** |
| Rhythm Of Meetings – Introduction | **√** | **√** | **√** | **√** |
| Rhythm Of Meetings – Advanced |  |  | **√** | **√** |
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|  |  |  |  |  |
| 1. **Financial Accounts**
 |
| Chart of Accounts | **√** | **√** | **√** | **√** |
| Monthly Financial Accounts For Each Business Unit | **√** | **√** | **√** | **√** |
| Comparison of Monthly Financial Accounts with Budget Estimates | **√** | **√** | **√** | **√** |
| Key Performance Indicators and Business Metrics | **√** | **√** | **√** | **√** |
| **Balance Sheet Analysis:** |
| Debtors/Debtors Days Outstanding Analysis | **√** | **√** | **√** | **√** |
| General Creditors/Creditors Days Outstanding Analysis | **√** | **√** | **√** | **√** |
| Prompt Creditors/Prompt Creditors Days Outstanding Analysis | **√** | **√** | **√** | **√** |
| Work In Progress Analysis | **√** | **√** | **√** | **√** |
| Capital Expenditure Analysis | **√** | **√** | **√** | **√** |
| Research and Development Analysis | **√** | **√** | **√** | **√** |
| Cash Flow Analysis | **√** | **√** | **√** | **√** |
| Working Capital Analysis | **√** | **√** | **√** | **√** |
| Monthly Financial Report for Submission to Client | **√** | **√** | **√** | **√** |
|  |  |  |  |  |
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| 1. **Implementation Of Virtual Chief Financial Officer Services**
 |
| Alerting Clients to Funding Requirements as Revealed from the Rolling Forecast Update |  |  | **√** | **√** |
| Identification of Government Grants that might apply to this client | **√** | **√** | **√** | **√** |
| Implementation of Special Projects as agreed with the client | **√** | **√** | **√** | **√** |
| Valuation of a Business |  | **√** | **√** | **√** |
| Valuation of a Company |  |  | **√** | **√** |
| Assisting your client on the identification and implementation of Business Improvement Initiatives | **√** | **√** | **√** | **√** |
| Implementation of Chief Financial Officer Services Product Package |  |  | **√** | **√** |
| Strategic Business Mentoring |  |  | **√** | **√** |
| Creation Of Value – Key Components |  |  |  | **√** |
| Scaling up to Create Value |  |  |  | **√** |
| Innovation journey from an “idea” to a successful company |  |  |  | **√** |
| Initial Public Offer Process (IPO) |  |  |  | **√** |
|  |  |  |  |  |
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| 1. **Assisting With Charge Out Rates and Sales Price Determination**
 |
| Trading Charge Out Rate Calculator | **√** | **√** | **√** | **√** |
| Review of Trading Business Performance Relating to KPIs and Benchmarks | **√** | **√** | **√** | **√** |
| Retailer/Wholesaler Pricing Calculator |  | **√** | **√** | **√** |
| Review of Retailer/Wholesaler Business Performance Relating to KPIs and Benchmarks |  | **√** | **√** | **√** |
| Professional Service Firms Charge Out Rate Calculator |  | **√** | **√** | **√** |
| Review of Retailer/Wholesaler Business Performance Relating to KPIs and Benchmarks |  | **√** | **√** | **√** |
| Manufacturing Charge Out Rates/Markups To Achieve Profit Target |  |  | **√** | **√** |
| Review of Manufacturing Business Performance Relating to KPIs and Benchmarks |  |  | **√** | **√** |
|  |  |  |  |  |
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| 1. **Government Grants**
 |
| Research and Development – Preliminary Advice | **√** | **√** | **√** | **√** |
| Research and Development – Advanced |  |  | **√** | **√** |
| Export Market Development Grant – Preliminary Advice | **√** | **√** | **√** | **√** |
| Export Market Development Grant – Advanced |  |  | **√** | **√** |
| Industry Growth Program – Preliminary Advice | **√** | **√** | **√** | **√** |
| Industry Growth Program – Advanced |  |  | **√** | **√** |
| General Grant Update | **√** | **√** | **√** | **√** |
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| 1. **Fund Raising**
 |
| Section 708 of the *Corporations Act* – Preliminary Advice | **√** | **√** | **√** | **√** |
| Section 708 of the *Corporations Act* – Advance |  | **√** | **√** | **√** |
| Early Stage Innovation Company – Preliminary Advice | **√** | **√** | **√** | **√** |
| Early Stage Innovation Company – Advanced |  |  | **√** | **√** |
| Crowd Sourced Funding Equity Raising – Preliminary Advice | **√** | **√** | **√** | **√** |
| Crowd Sourced Funding Equity Raising – Advanced |  |  | **√** | **√** |
| Venture Capital Raising – Advanced |  |  |  | **√** |
| Business Angels – A Great Source Of Investment and Knowledge |  |  |  | **√** |
|  |  |  |  |  |
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| 1. **Business Activities**
 |
| Buying a Business | **√** | **√** | **√** | **√** |
| Selling a Business |  | **√** | **√** | **√** |
| Succession Planning |  | **√** | **√** | **√** |
| Survival In Difficult Times – 47 key items in conjunction with: |  |  |  |  |
| * Business Evaluation for SMEs Reference Paper
 |  | **√** | **√** | **√** |
| * How Well Do You Know Your Business – Checklist
 |  | **√** | **√** | **√** |
| Private Investment – Assistance That Your Clients Need | **√** | **√** | **√** | **√** |
| Starting a Business | **√** | **√** | **√** | **√** |
| Sole Trader Business | **√** | **√** | **√** | **√** |
| Partnership Business | **√** | **√** | **√** | **√** |
| Silent Partner In A Partnership |  | **√** | **√** | **√** |
| Discretionary Trust Business | **√** | **√** | **√** | **√** |
| Unit Trust Business |  | **√** | **√** | **√** |
| Acquiring Units in that Unit Trust |  | **√** | **√** | **√** |
| Company Types | **√** | **√** | **√** | **√** |
| Private Companies |  | **√** | **√** | **√** |
| Acquiring Shares In A Private Company |  |  | **√** | **√** |
| Silent Lender |  | **√** | **√** | **√** |
| Acquisition or development of a Business Concept/Methodology |  | **√** | **√** | **√** |
| Acquiring Property (Land or Land and Buildings) |  | **√** | **√** | **√** |
|  |  |  |  |  |
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| 1. **Cash Flow Management**
 |
| Debtor’s Management | **√** | **√** | **√** | **√** |
| SME Debtors Systems Manual | **√** | **√** | **√** | **√** |
| Identification of Cash Conversion Cycles | **√** | **√** | **√** | **√** |
| Cash Flow Management | **√** | **√** | **√** | **√** |
| Fiscal Management Introduction | **√** | **√** | **√** | **√** |
| Fiscal Management – Advanced |  |  | **√** | **√** |
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|  |  |  |  |  |
| 1. **Corporate Governance**
 |
| Directors Duties and Responsibilities – Introduction | **√** | **√** | **√** | **√** |
| Directors Duties and Responsibilities – Advanced |  |  | **√** | **√** |
| Committee Members of Organisations Duties and Responsibilities – Introduction | **√** | **√** | **√** | **√** |
| Committee Members of Organisations Duties and Responsibilities – Advanced |  |  | **√** | **√** |
| Board of Advice Role in SME Corporate Governance |  |  | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Banks and Other Financial Institutions**
 |
| Relationship with Banks and Financial Institutions – Introduction | √ | √ | √ | √ |
| Relationship with Banks and Financial Institutions – Advanced |  |  | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Government**
 |
| Australian Securities And Investments Commission (ASIC) | **√** | **√** | **√** | **√** |
| AusIndustry | √ | √ | √ | √ |
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| 1. **Business Metrics**
 |
| Business Health Checks – Clothing Retail |  | **√** | **√** | **√** |
| Business Health Checks – Commercial Building Industry |  | **√** | **√** | **√** |
| Business Health Checks – Pharmacies |  | **√** | **√** | **√** |
| Business Health Checks – Supermarkets |  | **√** | **√** | **√** |
| Business Health Checks – Road Transport |  | **√** | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Risk Management**
 |
| Personal Property Securities Register (PPSR) – Preliminary Advice | **√** | **√** | **√** | **√** |
| Personal Property Securities Register (PPSR) – Advanced |  |  | **√** | **√** |
| Business Evaluation Workshops |  | **√** | **√** | **√** |
|  |  |  |  |  |
|  |  |  |  |  |
| 1. **Benefits for Advisors**
 |
| Private Investment | **√** | **√** | **√** | **√** |
| Government Grants | **√** | **√** | **√** | **√** |
| Section 708 of the *Corporations Act* | **√** | **√** | **√** | **√** |
| Early Stage Innovation Company | **√** | **√** | **√** | **√** |
| Crowd Sourced Funding Equity Raising | **√** | **√** | **√** | **√** |
| Venture Capital |  |  | **√** | **√** |
| Virtual Chief Financial Officer Service | **√** | **√** | **√** | **√** |

**PRICE LIST**

**ADVISORY INTRO**

Normal Price - Yearly: $990.00 (includes GST)

Normal Price – Monthly: $ 99.00 (includes GST)

**Current Special – Valid to 31 August 2024**

Special Price – Yearly: $891.00 (includes GST)

Special Price – Monthly: $ 89.10 (includes GST)

**STARTER PACKAGE**

Normal Price - Yearly: $1,980.00 (includes GST)

Normal Price – Monthly: $ 198.00 (includes GST)

**Current Special – Valid to 31 August 2024**

Special Price – Yearly: $1,782.00 (includes GST)

Special Price – Monthly: $ 178.00 (includes GST)

**ADVANCED PACKAGE**

Normal Price - Yearly: $5,940.00 (includes GST)

Normal Price – Monthly: $ 594.00 (includes GST)

**Current Special – Valid to 31 August 2024**

Special Price – Yearly: $5,346.00 (includes GST)

Special Price – Monthly: $ 534.60 (includes GST)

**FINANCIAL FORECASTING PACKAGE**

Normal Price - Yearly: $10,560.00 (includes GST)

Normal Price – Monthly: $ 1,056.00 (includes GST)

**Current Special – Valid to 31 August 2024**

Special Price – Yearly: $9.504.00 (includes GST)

Special Price – Monthly: $ 950.40 (includes GST)