

Business Planning Seminar for Technology and Life Sciences Companies

AGENDA

Seminar Dates:

Calgary	Edmonton
May 6, 2004	May 13, 2004

TIME	SECTION
8:00 am – 8:30 am	Registration
8:30 am – 9:00 am	Introductions and Expectations
9:00 am – 10:15 am	Why Are Business Plans Important?
10:15 am – 10:30 am	Break
10:30 am – 11:10 am	How Do I Create an Effective Business Plan?
11:10 am – 12:00 pm	How do I Apply Performance Measures to Business Planning?
12:00 pm – 1:00 pm	Lunch & Session on Building e-Business Practices into a Business Plan
1:00 pm – 2:30 p.m.	What Do I Do when Problems Occur or Things Change in My Organization or in My Environment?
2:30 pm – 2:45 pm	Break
2:45 pm – 3:30 pm	When Should a Business Plan be Reviewed / Revised?
3:30 pm – 4:00 pm	Wrap Up & Evaluation