



every business has one. all the things that everyone knows are important - but no-one has time for - find their way into the "too hard" basket eventually. there's **upgrading computer systems**; installing more **modern software**; creating a **more reliable network**; there are office **procedures to streamline**; organising **cheaper printing**, faxing, copying; getting a **faster internet connection**, and **making the most of it**; having **more confidence with online banking** and **supplier services**; get a **more suitable phone system**; work on **reducing the phone bill**; get **our website** organised; standardise our **image, advertising** and ... **wait! we need a bigger basket!**

■ **technology**

■ **efficiency**

why is it that the "too hard" basket of so many small businesses is overflowing? probably because you're too busy doing what you do best - running your business!

you don't have time to learn another profession to get the office technology working right, to wade through a maze of broadband plans, to separate the reality from the sales pitch of a phone salesman or to work out the best way to use your computers and software to meet the regulations that govern your industry.

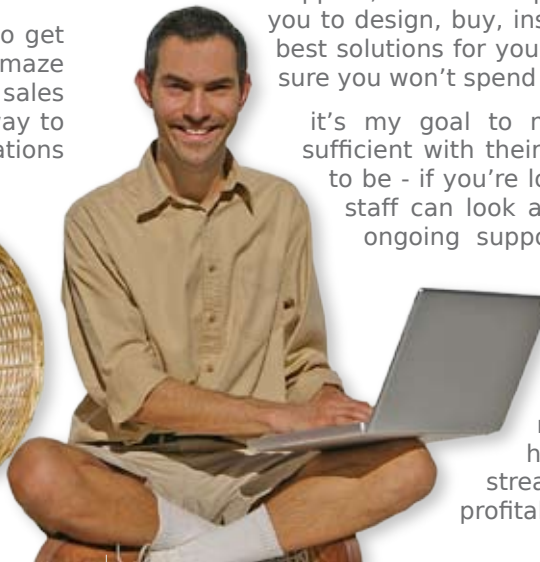
what happens when a really big project crops up? like moving premises, changing to a new computer system, upgrading phone and network equipment, or making changes to working practice? it can be easy to lose sight of the fact that "business goes on" during these challenging times.



■ **manageability**

■ **continuity**

unlike other consultants, i don't have anything to sell other than my expertise. by not having ties to any product or supplier, i can be completely focussed on helping you to design, buy, install and manage the very best solutions for your business - whilst making sure you won't spend more than you need to.



it's my goal to make businesses as self-sufficient with their technology as they want to be - if you're looking for training so your staff can look after things themselves or ongoing support options i'm happy to oblige.

i bring expertise that can help you to get your business technology on track - and keep it there. my no-nonsense approach helps you create a more streamlined, happier and profitable business!

services & contact details

■ **people**

skills analysis
training

■ **technology**

technology analysis
requirements analysis
specification/design
purchaser/user advocacy
installation and setup
vendor management
service contract negotiation
database/interface design
ongoing support

■ **business**

business continuity planning
disaster recovery
risk analysis
migration planning
project management
process reengineering
compliance support
budgeting
documentation
marketing
promotion
image and identity

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