

Skills & Resources Checklist						
	1					
		Help Required	Target Date	Expert	Delivered	Next Step
Legal Structure						
HMRC / Companies House forms						
Policies & Procedures						
Elevator Pitch						
Funding Procurement						
Goal Setting (Time Management)						
Business Plan Writing						
Contingency Planning						
Information Technology						
P&L Forecast						
Bookkeeping / Accounts						
Networking						
Problem Solving						
Mentor (incl Evaluation)						
PR & Media						
Market Research						
Online Marketing						
Human Resources						
Website creation						
Boosting website results						
Leadership						
Search Engine Ranking						
Design / Branding						
Research & Evaluation						
Pricing - getting it right						
Women - Confidence Building						