

Tool 19: Create your business

PLEASE USE THE FOLLOWING GUIDE TO HELP PLAN YOUR BUSINESS. CONSTRUCT A TIMELINE OF ACTIONS TO ACTUAL START YOUR BUSINESS. THIS SHOULD BE WRITTEN DAY BY DAY, WEEK BY WEEK AND MONTH BY MONTH DEPENDING UPON THE LEAD UP TIME THAT YOU HAVE TO STARTING.

WHAT DO YOU NEED TO DO TO START YOUR BUSINESS IN REALITY?

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WHAT RESOURCES DO YOU NEED TO ACHIEVE THIS?

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HOW MUCH TIME DO YOU NEED FOR YOUR SETTING UP ACTIVITY?

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WHEN DO YOU WANT TO START? IE AN ACTUAL DATE?

DATE OF STARTING.....

TODAY'S DATE.....

WHAT WILL I NEED TO DO ON THE DAY OF THE LAUNCH?

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WHAT WILL I NEED TO DO THE DAY BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 2 DAYS BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 3,4,5,6 DAYS BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 7-13 DAYS BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 14-20 DAYS BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 21-27 DAYS BEFORE THE LAUNCH?

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WHAT WILL I NEED TO DO 28+ DAYS BEFORE THE LAUNCH?

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WHO WILL YOU GO TO FOR HELP IF YOU NEED IT?

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DO YOU NEED ANY PERMITS OR OFFICIAL LICENCES FOR YOUR BUSINESS?

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WHAT MIGHT GO WRONG AND WHAT CAN YOU DO TO REDUCE THE RISK OF IT GOING WRONG?

WHAT MIGHT GO WRONG?	HOW IMPORTANT IS THIS TO MY BUSINESS?	WHAT CAN I DO TO MINIMISE THE RISK OF IT GOING WRONG?
