Contact Us

ABOUT THE SCHOOL

vi-M
PROFESSIONAL SOLUTIONS

Vi-M Talent Assist is the Talent Management Platform of Vi-M Professional Solutions (www.vi-m.com).

Contact details:
Phone: +234 (810) 793 0666; +234 (817) 320 3657
Email: care@vi-mtalentassist.com.
Website: www.vi-mtalentassist.com

Registration Details:
To register for the school. candidates should call or sms or WhatsApp +234 (810) 793 0666
or +234 (817) 320 3657 or send an email to care@vi-mtalentassist.com or to clients@vi-m.com.

Are you a young talent - a startup or small business owner, side hustler, fresh graduate, undergraduate or even a secondary school leaver?

Would you like to brush up your entrepreneurship skills or learn the rudiments of entrepreneurship or how to run a business successfully?

Vi-M Talent Assist Entrepreneurship Finishing School offers a selection of 9 broad courses that deal with the A-Z of starting and running a business successfully, and even selling it, if and when you so wish.

Classes are taken twice a week (in the evenings) for 12 weeks. **Certificates are issued to participants at the end of the programme.**

The programme costs **NGN 120,000** only, and this is payable in up to three equal monthly installments.

VI-M TALENT ASSIST
ENTREPRENE-URSHIP FINISHING SCHOOL

www.vi-mtalentassist.com

School Curricular

9. Registering with the Corporate Affairs Commission (CAC) and relevant authorities
Purchasing an insurance policy
10. Building the team
11. Choosing vendors
12. Considering the digital outlook
13. Branding your Business

1 General Considerations Around Starting a New Business

1. Practical test to determine Entrepreneurial inclinations and capacities of participant
2. Identifying a problem or need
3. Solving the problem.
4. Generating business ideas (with practice tests and real-life challenges)
5. Refining the business idea
6. Business plan basics
7. Assessing your finances
8. Determining your legal and business structure.

2 Developing a Business Plan

1. Uses of business plan and reasons for developing it
2. How detailed should a business plan be?
3. Assembling a business plan.
4. The executive summary
5. The business concept
6. The market analysis
7. The management team
8. The marketing plan
9. The financial plan
10. Operations and management plan

3 Employing and Managing People

1. Recruiting employees
2. Employment and the law
3. Leading the team
4. Managing staff
5. Rewarding staff
6. Providing a safe workplace
7. When staff leaves
8. Dismissal or redundancy
9. Handling staff complaints
10. Record Keeping.

4 Going on the Internet

1. Digital marketing essentials
2. Building and using a simple business website
3. Use of social media for business
4. Mobile apps and uses
5. Digitalising business processes

5 Making the Sales and Managing Customers

1. Targeting
2. Channel to market
3. Connecting to customers
4. Selling to customers
5. The sales process
6. After the sales
7. Increasing Profitability
8. Staying on the right side of the law

6 Running your Business

1. Procedure and Templates
2. Gathering Intelligence and Useful Data
3. Company meetings
4. Shareholders
5. Dealing with common problems
6. Crisis Planning
7. Selling your business
8. Celebrating Success

7 Financial Management Essentials

1. Income
2. Expenditure
3. Taxation
4. Insurance
5. Your business bank account and your personal bank account
6. Planning
7. Reporting
8. Funding your Business
9. Book keeping and Accounts
10. Use of Accounting Software

8 Learning About Business Taxes

1. Overview of Nigeria tax system
2. Concept of Fiscal Federalism
3. The National Tax Policy
4. Tax Mechanics
5. Being on the right side of Tax.

9 Financial Management Essentials – 2

1. Developing your business' product or service and managing them in inventory
2. Managing procurement and supplies
3. Managing cashflows
4. Managing fixed assets
5. Managing receivables and payables
6. Financial reporting and interpretations.