



ABOUT THE PRESENTER

Harold Graycar is an experienced executive with a broad background in information technology, business development and general management. He is a founder and director of XL Numerics, an Australian company that specialises in working with organisations to improve their Information Management and Financial Modelling activities.

With more than 25 years experience in technical, commercial and general management roles, Harold has advised corporate and government clients on quality management, strategies for business development, procurement of equipment and services, outsourcing of systems and operations and project funding.

Harold has developed and presented courses on how to increase business productivity and extract value from corporate data to hundreds of executives, analysts and planners from leading corporate and government organisations both in Australia and overseas. He is a 'power user' of Excel and has designed many financial modelling and charting applications.

REGISTER

Register online at
www.xlnumerics.com

CONTACT US

PO Box 1116 North Sydney, NSW 2059
02 8920 9120
www.xlnumerics.com

UPCOMING COURSES

If you've completed 'Presenting the Numbers – The Essentials', take your skills to a higher level with:

PRESENTING THE NUMBERS – ADVANCED

Techniques and tools to help you get more strategic value from your business data by successfully communicating the numbers.

Contact us on 02 8920 9120 for further details or to make a booking.



HELPING YOU TURN NUMBERS INTO
BETTER BUSINESS DECISIONS

PRESENTING THE NUMBERS

THE ESSENTIALS

A hands-on workshop to help you effectively communicate your business data ...

NEED A CLEARER UNDERSTANDING OF THE DATA DRIVING YOUR BUSINESS?

Then look no further!
XL Numerics now offers
in-house group workshops.

PRESENTING THE NUMBERS - THE ESSENTIALS

is an interactive workshop that will provide you and your key staff the techniques and tools to clearly present your business data. The result: better and faster business decisions.

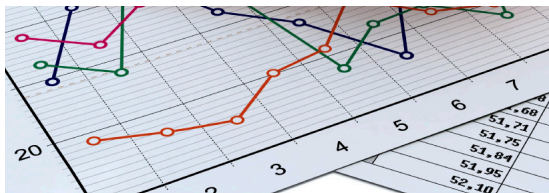
WHAT IS IT?

Presenting The Numbers – The Essentials

is a half-day workshop facilitated by leading international presenter and expert on business analytics, financial modelling and charting, Harold Graycar. The workshop is limited to 12 attendees and held in-house within your organisation.

WHO IS IT FOR?

Executives, managers, business analysts and team leaders who need the skills to understand, analyse, manage and present business data for decision-making and reporting.



WHAT WILL YOU LEARN?

The skills gained in this workshop will enable you to:

- ◆ Achieve a clearer understanding of the numbers driving your business
- ◆ Communicate the important numbers to your management and staff, as well as external business stakeholders
- ◆ Become more efficient in the use of your business tools – especially Excel
- ◆ Create powerful and memorable reports, dashboards, presentations and data summaries.

Please visit www.xlnumerics.com for a detailed outline of the course

WHAT ARE THE BENEFITS?

If you are involved in:

- ◆ Cost management and reduction
- ◆ Sales and market targeting
- ◆ Business process and efficiency improvement
- ◆ Service quality improvement
- ◆ Decision-making support
- ◆ Regulatory compliance

you will benefit from improved management of your numbers.



WHAT'S INCLUDED?

- ◆ A half-day session that starts with a detailed presentation and demonstration, then moves on to hands-on skill development exercises using Excel and web-based tools (bring your own PC with Excel 2007/2010)
 - ◆ A comprehensive course handbook containing clear checklists and examples of best practice in how to turn 'buckets of data' into professional charts and presentations
 - ◆ A USB memory stick with a full set of reference documents plus professional Excel worksheets, recommended templates and models for use in your workplace
 - ◆ Access to email support for six months following the session.
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HOW MUCH WILL IT COST?

\$300 + GST per person