

Business Gateway East Dunbartonshire supports both start-ups and growth businesses in the area. The free comprehensive package of free support includes:

- Practical one-to-one advice from experienced advisers
- Direct links to East Dunbartonshire Council's discretionary support and funding initiatives
- A comprehensive range of training workshops
- Regular networking events
- Referrals to public sector partner organisations providing support across Scotland
- Access to market intelligence

To arrange a meeting with one of our Business Advisers call  
**0141 578 8530**

[bgateway.com/local-offices/east-dunbartonshire](http://bgateway.com/local-offices/east-dunbartonshire)

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#EDBusinessWeek2019

East Dunbartonshire  
**Business  
Week**

**13-17 May 2019**

# Be Informed. Be Inspired.

East Dunbartonshire Business Week comprises a comprehensive range of events designed to provide information on support available on business start-up, growth and sustainability. The programme includes guest speakers, training workshops, networking events and information sessions with our partner agencies.

All are free to attend - for a full listing visit  
[businessworks.scot/business-week-2019](http://businessworks.scot/business-week-2019)

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**12 noon - 1.30pm** **Business Week launch lunch - Prepare your business for Brexit**  
We are delighted to welcome Carl Gardiner - Trade Services, Scottish Development International - who will discuss the implications of Brexit and what support is available for businesses to prepare for it. This will be followed by a Q&A session, with the opportunity to discuss your specific situation with an experienced adviser.  
*Buffet lunch will be served at 12 noon, followed by the presentation at 12.30pm*

**1.30pm - 4.00pm** **Regain your work - life balance**  
Struggling to see when work finishes and home life starts? Do you ever feel like there is so much to do and just not enough hours in the day? This workshop will give you tools that you can easily implement to help you achieve a better balance in your life and work.

**5.30pm - 8.00pm** **LinkedIn for business**  
This workshop will provide participants with the knowledge and skills to increase their LinkedIn exposure and generate business from their profiles and online activities.

**Tuesday 14th May - morning** Finsbay, 44 Main Street MILNGAVIE G62 6BU

**8.00am - 10.00am** **The challenges facing retail - how to weather the storm**  
Run in partnership with The Royal Bank of Scotland, this session will be delivered by retail sector experts David Kaye and Andrew Fraser from Harper Macleod. They will share the best ways to mitigate the current risks facing high street businesses and how to turn those risks into opportunities to grow your business.  
*Buffet breakfast will be served at 8am, followed by the presentation at 8.30am*

**Tuesday 14th May - morning** Torrance Community Centre TORRANCE G64 4BZ

**9.30am - 12.30pm** **Selling with confidence**  
This workshop aims to increase your confidence with selling skills, thereby increasing sales for your business.

**Tuesday 14th May - afternoon** Glazert Country House Hotel, 25 Milton Road LENNOXTOWN G66 7DJ

**2.00pm - 4.30pm** **Social media on a shoestring**  
This workshop looks at how to make the most of the top social networks today, particularly when you don't have lots of time or money to spend.

**Wednesday 15th May** Bearsden Community Hub, 69 Drymen Road BEARSDEN G61 3QT

**9.30am - 12.30pm** **Self-employment as a career option**  
This workshop is an opportunity to explore starting up and running your own business, build the confidence to succeed and find out what support is available.

**1.30pm - 3.30pm** **Crafting workshops for business ideas**  
Looking for an idea to set up your own business? Join us for a range of crafting workshops that will provide you with some options for setting up your own business. As well as providing the opportunity to generate an income, crafting is great for improving general health and wellbeing.

**2.00pm - 4.30pm** **Marketing - back to basics**  
Do you feel overwhelmed by trends and buzzwords? Struggling to figure out what is truly relevant to your business? Reset and restructure your approach to marketing with this hands-on workshop. We'll be discussing theoretical concepts and practising how to customize them to suit your individual needs.

**Thursday 16th May** Bishopbriggs War Memorial Hall, Balmuildy Road BISHOPBRIGGS G64 3BX

**9.30am - 12.30pm** **Introduction to tendering**  
Delivered by the Supplier Development Programme, this workshop will take you through the tendering process from start to finish. From finding contracts and responding to opportunities, to the selection stage, award criteria and debriefing, this comprehensive beginner-level course will tell you everything you need to start bidding for public contracts.  
*To book your free place, go to: [sdpscotland.co.uk/events/1-1-introduction-to-tendering-eastdunbartonshire-6](http://sdpscotland.co.uk/events/1-1-introduction-to-tendering-eastdunbartonshire-6)*

**12.30pm - 2.00pm** **Steps to becoming a local authority supplier**  
Presentation by Procurement, East Dunbartonshire Council, on evaluation criteria.

**2.00pm - 5.00pm** **Customer service excellence**  
The objective of this workshop is to help you deliver competitive customer service to retain your customers, build stronger relationships and obtain a greater share of their spend to grow your business.

**Friday 17th May** East Dunbartonshire Voluntary Action, 18-20 Townhead KIRKINTILLOCH G66 1NL

**10.00am - 12 noon** **How to set up a social enterprise in ten easy steps**  
Gain an insight into what is required to set up a social enterprise.

**Friday 17th May** Kirkintilloch Town Hall, Union Street KIRKINTILLOCH G66 1DH

**10.00am - 2.00pm** **Meet our partners**  
Drop in to meet a selection of our partner organisations, including representatives from East Dunbartonshire Council (Trading Standards, Licensing and Environmental Health), Scottish Investment Bank, DSL Business Finance, Business Loans Scotland, Skills Development Scotland, Developing the Young Workforce, Zero Waste Scotland and The Prince's Trust Scotland.