

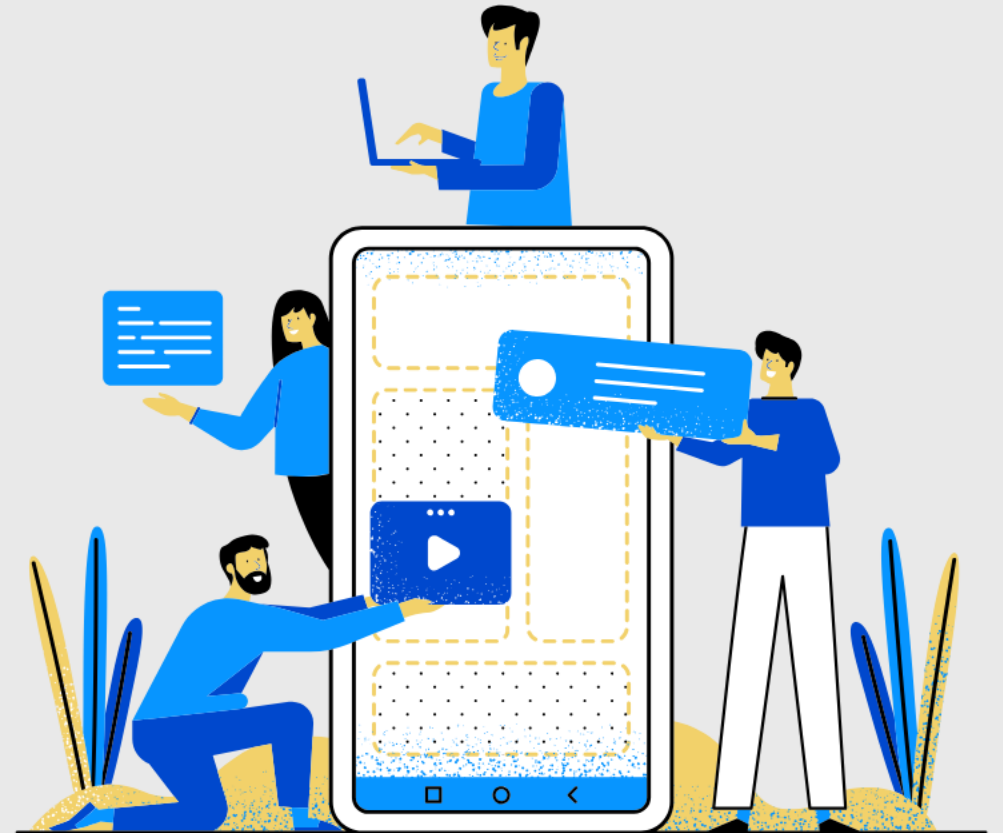


Getting your business to excel through better technology

Presenters:

Cameron Evans, Director, AMA ICT

Colin Wilson, Director, Key Business Advisors



Agenda for today's webinar

- **Housekeeping**
- **In today's webinar you will discover the following:**
 1. Getting your ICT organised before 30th June
 2. Looking at ways to consolidate your current IT infrastructure
 3. Take advantage of Office 365 and what it can do for your business
 4. Ensuring you have the right IT security in place to protect your business
 5. Getting your ducks in a row to bounce back post-COVID-19





COVID-19 Recovery Grants

1. Adapting to Changed Needs for up to \$10,000
2. Business Collaboration for up to \$5,000

Who qualifies with MVCC

- Local Businesses for up to 50 FTE Employees
- Sole Traders
- Social Enterprise
- Traders Associations

How to apply

City of Moonee Valley – Business Support
<https://mvcc.vic.gov.au/covid-19/#business>

Email: business@mvcc.vic.gov.au

03 9243 8866

Presenters



Colin Wilson, Director KBA



Cameron Evans, Director AMA ICT



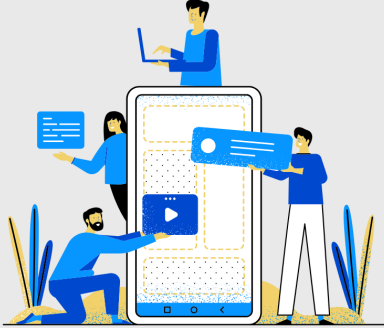
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Questions

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TOPIC 1 – Hosted by Colin Wilson

Getting your ICT organised before 30th June



Getting back to basics with your IT infrastructure

Key Points:

- Many businesses have over capitalised due to COVID-19
- Some companies have asked their staff to buy equipment whilst the mad rush was on when working from home
- As staff return to work, now is a good time to audit your hardware and systems
- You need to think about your security and where everything is being backed up
- You need to look at what is right for your business post COVID-19
- It is time to get back to basics to know what you want with your IT infrastructure



Taking advantage of the Government initiatives by 30th June

Key Points:

- As part of the economic stimulus package, the instant asset write-off threshold is now \$150K (increased from \$30K to \$150K).
- The write off with businesses with an annual turnover of less than \$500mil (up from \$50mil)
- The instant write off applies to assets installed and being used between March 12th to June 30th 2020
- The asset must be used for business purposes
- \$150K limit for each individual asset and therefore multiple assets (totalling more than \$150K) can be claimed under the initiative
- There is no limit to the amount of assets acquired under the initiative
- 50% Instant Depreciation Write Off (on assets over \$150K)
- See Australian Government Fact Sheet - **'ECONOMIC RESPONSE TO THE CORONAVIRUS'**
- Speak to your Accountant for more clarification

Being Proactive Now!

Key Points:

- Due to most small businesses being reactive, they fall into the trap of making last minute IT decisions at the end of the financial year. Their goal is to take advantage of the Government incentives as well as to take advantage of tax deductions, however sometimes these decisions effect their current IT workflows and other systems which impacts the business.
- If you're keen to maximise your expenses to reduce your taxable income, do the right thing and get a professional IT company to conduct a hardware and systems audit NOW - so you are ready to claim your benefits this financial year.
- Remember, everything must be installed by June 30th





TOPIC 2 – Hosted by Cameron Evans

Looking at ways to consolidate your current IT infrastructure

Time To Complete Your Infrastructure Health Check

Key Points:

- Looking for:
 - Mixed technology phases
 - Older version platforms mixed with new
 - Points of vulnerability
 - Hardware status
 - Software licenses
 - Future readiness
 - Capacity planning



TOPIC 3 – Hosted by Cameron Evans

Take advantage of Office 365 and
what it can do for your business



Take advantage of Office 365 and what it can do for your business

Key Points:

“Microsoft 365” - Advantages

- Work anywhere
- Collaborate easily
- Always up to date
- Different plan levels
- Subscription based
- Security
- Always expanding
- Complete environment



TOPIC 4 - Hosted by Cameron Evans

Ensuring you have the right IT Security in place to protect your business



Ensuring you have the right IT Security in place to protect your business

Key Points:

- **Top 5 Cyber attacks in Australia**
 - Invoice Fraud
 - Ransomware attacks
 - Malware threats
 - Targeted Phishing attacks
 - Data leaks
- **Business Owner Minimums**
 - Understand your environment
 - Remediate reported issues
 - Monitor your environment regularly



TOPIC 5 - Hosted by Colin Wilson
Getting your ducks in a row to bounce back post COVID-19



Getting your ducks in a row



My top 10 tips:

1. Now is a good time to look at what your company needs to be more efficient in systems and hardware
2. Take advantage of the \$150K Government Tax write-off
3. Get your ICT organised before 30th June
4. Organise a company ICT audit ASAP
5. Look at ways to consolidate costs, but also look at ways to increase output
6. Take advantage of Office 365 as mentioned in this webinar
7. Ensure you have the right IT Security in place
8. Think differently and be agile
9. Employee satisfaction is everything
10. Be ahead of your competitors

Staff Satisfaction Post COVID-19

Something to think about:

- If you set your staff up with better technologies and systems, how much more productive would your company be?
- There are many companies that are now using technologies to reduce head count. Putting good processes and systems in place will increase your efficiencies
- What about technologies that make your staff feel safe about returning back to work whilst the unknown of COVID-19 is still around?





Any Questions?



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Next KBA Webinar

Getting back to basics in managing staff 25th May, 2020

1PM-1.45PM aest

1. Getting your team back to work, so you can get back to business
2. How to re-induct your team back into your business
3. What to do if your staff don't want to return back to work just yet
4. Getting back to basics with HR best practice
5. How to get your team back in front of your customers



<https://attendee.gotowebinar.com/register/5365357663788747019>

Call 1300 4 ADVICE or email info@keyba.com.au for more information

PSA

Protect yourself and your family

Cover your cough and sneeze

- 

1 **COVER** your mouth and nose with a tissue when you cough or sneeze.
- 

2 Put your used tissue in the rubbish **BIN**.
- 

3 If you don't have a tissue, cough or sneeze into your upper sleeve or elbow, **NOT YOUR HANDS**.
- 

4 **WASH** your hands with soap and running water. Dry your hands thoroughly with a disposable paper towel.

Stay germ free and healthy

A Victorian Government initiative
Victoria

KEY BUSINESS ADVISORS

AMA ICT

**Thank you for attending today's webinar.
Slide deck and the webinar recording will
be emailed to you!**



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for any advice or go to our
website www.keyba.com.au**



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