## One page action plan for (insert name and date here)

A one page plan is a simple tool where you can set goals for your business and note down actions you will need to take in your business to achieve these goals. The plan is simple to use. Once you have completed it, post it up somewhere where you and your staff can see it regularly (the fridge in the kitchen or on the notice board). The goals and actions should be front of mind for everyone involved in the business.

Fill in your business details.

### Big picture plan

The profitability of the business will double as we improve our customer service culture and increase staffing to service the increase in business.

| **Timeline** | **Description** |
| --- | --- |
| Where our business is now | Annual profit of $ 35,000, 4 staff |
| Where our business will be in six months’ time | All staff trained in customer service and profitability improving |
| Where our business will be in 12 months’ time | Annual profit of $ 70,000, 6 staff,customer service culture |
| Where our business will be in three years’ time | In top 20% of market share for our industry |

#### How we will get there

| **Strategy** | **Action plan (how)** | **Timing – Completion Date** | **Person responsible** |
| --- | --- | --- | --- |
| Training | Customer Service training for all staff | September 2017 | Sales Manager |
| Recruitment plan | Identify skill set required for additional staff and commission recruitment agency to assist with employment | December 2017 | Sales Manager |
| Improve customer services | Update website and keep current | Initially September 2017 and then ongoing | IT Manager |
| Increase sales | Meet with top 20% customers and identify ways to increase sales per customer | December 2017 | Customer Sales Manager |
| Produce product and services brochure | July 2017 | Marketing Manager |
| Improve cash flow to reduce costs | Introduce easy payment plan for customers | August 2017 | Finance Manager |
| Increase customer base | Identify regional selling events and book where relevant | September 2017 | Sales Manager |
| Review competitor offer and target weakness in their offer | August 2017 | Sales Manager |

## Prewritten Business Plans - $12.50 soft copy (PDF, Word And Excel), $16 Hard Copy

***We are good at business plans and business proposals. We can do a business plan for any business you can think of. Contact us today if you want a business plan done. Call/WhatsApp StartupBiz Zimbabwe +263 778 798 072***

Contact us to purchase business plans which include:

* Cattle Fattening business
* Goat Farming Business Plan
* Potato farming Business Plan
* Rabbit Farming Business Plan
* Butchery Business
* Broiler Production business
* Roadrunner Free range chicken business
* Layers business
* Pig production business
* Pre-school business
* Fast food restaurant business
* Trucking Business
* Public Transport (kombi) business

***Coming Soon***

* Mushroom Farming Business Plan
* Fish Farming Business Plan
* Gold Mining Business Plan
* Cabbage Farming Business Plan
* Horticulture Farming Business Plan
* Solar Company Business Plan

And Many More

We decided to introduce Zimbabwe business plans after noting that many Zimbabweans were venturing into businesses without a full understanding of the industry, market, how to run the businesses, the risks involved, profitability of the businesses and the costs involved, leading to a high failure rate of the start-ups.

Our business plans will make it easier for you to launch and run a business successfully, fully knowing what you are going into, and what’s needed to succeed in the business. It will be easier to plan and budget as the business plans will lay out all the costs involved in setting up and running the business. They are designed uniquely for the Zimbabwean market.

These business plans can be used for many purposes including:

* Raising capital from investors/friends/relatives
* Applying for a bank loan
* Start-up guide to launch your business
* As a project proposal
* Assessing profitability of the business
* Finding a business partner
* Assessing the initial start-up costs so that you know how much to save
* Manual for current business owners to help in business and strategy formulation

All our pre-written plans include, but not limited to:

* Market Analysis
* Industry Analysis
* Financial Statements (income statements, cash flow statements, balance sheets, break even analysis, payback period analysis, start-up costs)
* Marketing Strategy
* Risk Analysis
* SWOT & PEST Analysis
* Operational Requirements
* Operational Strategy
* Why some Zimbabweans in that type of business fail, so that you can avoid their mistakes
* Ways to raise capital to start your business in Zimbabwe
* Government regulations, licences needed and their costs

All our agriculture pre-written business plans include technical aspects of how to keep and rear the animals. They also include a mini-directory with contacts which will prove to be helpful in launching and running the business. E.g. for pigs we will tell you where to buy the breeding stock, feeds e.t.c. and we will provide the contact details of the companies.

We decided to make them affordable for anyone who would want a business plan, and the price for pre-written business plans is only **$12.50**for **soft copies**(PDF format, Microsoft word format, and a Microsoft Excel file with the financial statements), and **$16**for **hard copies**.