



SKILLS FOR GROWTH SME



European Union  
European  
Social Fund

# **DIGITAL FUTURES FOR SMES**

**27 January, 12pm | Online Event**

A woman with short dark hair and glasses is speaking into a microphone. She is wearing a light-colored top. The background is a blurred audience in a conference room. The entire image has a red-to-orange gradient overlay.

# SKILLS FOR GROWTH SME

[www.skillsforgrowthsmc.co.uk](http://www.skillsforgrowthsmc.co.uk)





# What is Skills for Growth SME?

**Fully Funded Support for Business & Employees at all levels to increase Business Productivity and drive growth**

- Assess skills gaps
- Ambitions related to skills development and identify individuals who require upskilling
- Research and broker training / skills development on behalf of business and employees
- Offer specialist apprenticeship support, and bespoke health and wellbeing consultancy





# GM Skills Map



Log in



## Skills for Growth - Skills Map

Looking to up-skill and improve business productivity? We're here to help you grow your business through re-shaping, developing your talent and enhancing your team's performance. Explore what training and is available in your region.

Search for skills

Search



### Welcome to GM Skills Map

GM Skills Map has been developed to help showcase which training, skills and apprenticeship options are available in the region and to help connect businesses with providers and vice versa. Providers will be able to upload their offer to the

GM Skills Map and those wanting to access the programme can explore their options. Open to all SMEs across Greater Manchester, GM Skills Map is a catalogue of training and apprenticeships with a dedicated team on hand to help.



Log in



Filter results

71 results for "digital"

Sort by: Best Match

Search: digital x

### Digital User Experience (UX) Professional Degree Apprenticeship

Developed with leading employers and industry groups, the Digital User Experience (UX) Degree Apprenticeship builds essential skills for delivering high quality online products and services. Demand for these skills is increasing across all sectors, particularly creative, tech, manufacturing and finance. This flexible qualification is ideal for apprentices working in a range of digital roles, including user interface designer, user researcher, interaction designer and product manager. All successful graduates are awarded a BSc (Hons) Digital User Experience (UX) degree from Manchester Metropolitan University, as well as a Level 6 degree apprenticeship.

IT and ecommerce

Funding option Fully funded

Duration/Guided learning hours 600-800

Apply Learn more

### Consumer Rights Training for Retailers - DIGITAL CONTENT (online)

This online training course has been designed for the use of people who sell digital goods. It helps the user to understand consumer law, the rights of a customer, and helps them work towards compliance with current legislation. The course aims to help the user understand who the Consumer Rights Act applies to, know how to resolve any disputes, and know what liability they have regarding digital content.

Business

Funding option Commercial

Duration/Guided learning hours 1

Apply Learn more

### Digital Marketer Level 3 Apprenticeship

The primary role of a digital marketer is to define, design, build and implement digital campaigns across a variety of

### Digital Skills Level 1

This qualification is being taught remotely where learners will attend a virtual classroom with their specialist tutor. Laptop and broadband is required to complete the learning.

180+ Providers | 1,800+ Courses | 350+ Apprenticeship Programmes | 600+ Fully funded courses





# Fully Funded Training Digital

## Digital Careers Upskill

### Programme:

- **Software Developing (Javascript, HTML 5, Java)**
- **Digital Marketing (Introduction and intermediate)**
  - Facebook/Google
- **Data Analytics (python, Trifacta, Tableau)**
- **Agile Testing**
- **3D Printing**

Funding to train 2000 Individuals



## Digital leadership

- **Project Management for Digital Transformation**
- **Leadership for Digital Growth**
- **Digital Marketing**
- **Cyber Practices**
- **Digital Transformation for Leaders and Managers**

Funding to train 2000 individuals



# Apprenticeships

## Specialist Apprenticeship Support:

- **Guide you through local grants,**
- **Navigating the digital levy account**
- **Applications to the Levy MatchMaking service**
- **Navigate the Standards that are available for you to either upskill your existing staff or bring in new apprentices into your organisation.**
- **Impartiality on the providers you use.**

Software Development | Data Analytics | Business Analyst | Digital Marketing | IT infrastructure



# Who can access the Support?

Fully Funded Programme, no cost to the organisation

- Organisations Under 250 full time staff
- Under £42 Million Turnover
- Trading address in Greater Manchester



# JOIN THE SKILLS REVOLUTION

**SME SUPPORT**

[www.skillsforgrowthsme.co.uk](http://www.skillsforgrowthsme.co.uk)





## What does this mean to your business?



- Overall purpose is to teach employees competency in digital literacy skills, enabling the employee to progress within their career and support productivity within business
- Providing employees with competencies for a range of digital skills including accredited qualifications delivered by Microsoft tutors to maximise the Microsoft Office packages
- Improve productivity by applying skills bespoke to the values of your business
- All employees are provided with their own personal Skills Coach to provide support and guidance, as well as we keeping them on track to complete their learning
- Supporting employees either full-time, part-time, zero hours and apprentices

Delivered by



On behalf of



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What do we mean by digital?

“

**APPLYING THE CULTURE, PRACTICES,  
PROCESSES AND TECHNOLOGY OF  
THE INTERNET ERA TO RESPOND TO  
PEOPLE'S RAISED EXPECTATIONS.**

”

Tom Loosemore, Public Digital

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## Delivery Partners



**Readynez:** Global Digital training specialists and Microsoft Gold Certified Training Partner delivering industry recognized Microsoft Accreditations. With over 500 courses available Readynez will equip participants with recognised certification supporting the move into professional digital roles. Courses include; Cyber Security Analyst; Data Analyst & Software Developer.



**Coders Guild:** A well-respected training provider with over seven years' experience designing and delivering high-quality digital apprenticeships. Courses include; Intro to Web Development; Get Hired as a Software Tester; Get Hired as a UX Professional.



**Apprentify:** A digital apprenticeship provider covering Level 3 and above Creative, Marketing and more recently Software and Data apprenticeship standards. Courses include; Digital Marketing; Data Analyst & Software Development.



**3D 360:** Provide engineering, CAD design and technical support services. Courses delivered include; 3D Printer & Computer Aided Design training for Digital Manufacturers.



**Back to Work Group:** Upskill workforces through blended learning and Apprenticeships. Courses include; Social Media; Sector specific Software Development; Networking & Cyber Security.

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 **DIGITAL CAREERS  
UPSKILL PROGRAMME**

 **European Union**  
European Social Fund

**serco**

 **SKILLS FOR GROWTH**  
DOING THINGS DIFFERENTLY FOR GREATER MANCHESTER'S **WORKFORCE**

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Contact our Digital Skills Team

T: 0161 951 2969

E: [sercoskills@serco.com](mailto:sercoskills@serco.com)

W: [www.serco-ese.com/digital-careers-upskill](http://www.serco-ese.com/digital-careers-upskill)

in 

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# Enterprising ou

Supporting the **self-employed**  
in Greater Manchester

## Welcome to EnterprisingYou

Delivered by:



Commissioned by:



Funded by



Department  
for Education



# What is EnterprisingYou?

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- **Tailored advice, coaching, training and support to Greater Manchester residents who are self-employed, freelance or working in the 'gig economy'.**
- **Delivered via a partnership between The Growth Company and People Plus Enterprise.**
- **Funded by the Department for Education (DfE).**
- **Commissioned by the Greater Manchester Combined Authority (GMCA).**



**New Contract Extension!**

- **Contract extension until March 2023**
- **Streamlined Training and Development**
- **Working closely with Start-up vision, Start Smart and Pre-Scale**
- **Full calendar of events and programmes planned for 2022-23**





## Who is eligible?



EnterprisingYou is **not** sector specific.  
The world is your oyster!



Must be **resident** of Greater Manchester  
(business can operate outside of GM)



Trading for a minimum of **4 months**  
(Must be registered With HMRC)



Must be **self-employed**  
(includes sole traders, Ltd co, CIC, Social Enterprise, Freelancer etc)



Must have an income of **below £27,000 PA Pre-tax profit**  
(other sources will be included)



## What is included?



### Regular meetings with a dedicated **Business Coach**

- Experienced Coaches
- Many have experience of being self-employed
- A wealth of cross sector business knowledge
- You and your Business Coach will assess your business requirements to decide how much input you need



### 1:1 and group support from our **Finance Specialist**

- Finance assessment
- Budgeting and saving
- Benefit entitlement
- Sourcing grants
- Personal debts
- Credit scoring
- Retirement planning
- Sourcing investment



### 1:1 and group support from **A Wellbeing Specialist**

- Coping with stress
- Improving confidence
- Physical activity
- Resilience
- Problem Solving
- Goal Setting
- Time management
- Productivity



# What is included?

## Confidential 24/7 access to the Health Assured Wellbeing Platform

- Qualified counsellors
- Trauma Specialists
- CBT therapists
- Online resources
- 24/7 access to the app and phone

The screenshot shows the Health Assured website homepage. At the top, there is a navigation bar with the logo 'health assured' and links for 'Client', 'Individual', 'Partners', 'Pricing', 'About', and 'Contact'. On the right side of the navigation bar, there is a phone number '0844 891 0351', a search icon, and a location dropdown set to 'UK'. The main content area features a large image of a smiling woman. Overlaid on this image is the text 'Complete EAP, health & wellbeing support' and 'Voted best workplace wellbeing provider for four years running. We're your healthy advantage.' Below this text are two buttons: 'Get a free consultation' (orange) and 'Request a demo' (white with a teal border). To the right of the main text, there are two award badges: 'Platinum Trusted Service Award' from feefo and 'Best Workplace Wellbeing Provider 2020 Winners!' from the Employer Awards.

health assured Client Individual Partners Pricing About Contact 0844 891 0351 UK

### Complete EAP, health & wellbeing support




Voted best workplace wellbeing provider for four years running. We're your healthy advantage.

[Get a free consultation](#) [Request a demo](#)

Platinum Trusted Service Award For consistently delivering excellence 2021 feefo

Best Workplace Wellbeing Provider 2020 Winners! Winners 2017, 2018 & 2019

#### We're committed to improving the workplace

-  **Employee assistance programme**  
Our EAP is ready 24/7, 365 to give compassionate support to your people, whatever challenges they face.  
[Read more >](#)
-  **Trauma management**  
Traumatic incidents can happen anywhere, at any time—our management service helps return your workplace to normal quickly.  
[Read more >](#)
-  **Wellbeing support**  
Looking to improve the wellbeing of your people? We offer workshops, Mental Health First Aid training, peer and professional support.  
[Read more >](#)



# What is included?

Training & Personal Development to suit your needs



1:1 Personal Development



Business Finance Planning



Business Growth And Development



Digital Marketing & Social Media Strategy



Relationship Building & Networking



# What is included?

## 24/7 Access to Abintegro Careers Platform

- Virtual group sessions
- Videos from recruiters
- Job searching tools
- Online careers resource
- Tutorials

enterprising you  
Supporting the self-employed  
in Greater Manchester

7 TIPS FOR WORKING EFFECTIVELY FROM HOME

The aftereffects of the pandemic have meant more and more people are working flexibly or entirely remotely. If you were used to heading to a traditional, shared workplace environment on a daily basis, working remotely can take some time to adjust to...

LAUNCH

Welcome Gemma

SELF-AWARENESS  
Explore your preferences, values, skills, strengths & learning styles

WORKPLACE SKILLS  
Cover the desirable workplace skills employers look for.

CAREER POSSIBILITIES  
Explore career options, building experience & self-employment

HUNTING FOR JOBS  
Job searching, networking, e-hireability & recruiters

CVs & APPLICATIONS  
Writing your CV, applications & cover letters

INTERVIEWS & OFFERS  
Interviews, assessment centres, tests & negotiation skills

PREPARING FOR WORK  
Discover how to get the most out of your new role

CAREER DECISION-MAKING  
Understand the Career decision-making process.

Search for e-learning content

Popular Employer Films

Identifying your working style

The rocky road to accepting change

The single science of optimum performance

The value in apprenticeships



## What our clients say?

- *Alison felt that EY support has been second to none. She felt like she was "out in a sea without a paddle" and EY provided the support to get her back on track. "There's a perfect match between business and personal support, Clare has been excellent." Clare has helped develop her business. She has provided guidance in the right way, allowed her to learn and develop but not doing too much. – Alison Butters, Business Coach Clare Braithwaite*
- *"I have really enjoyed working with my Business Coach and the EY programme has been so useful and beneficial for the growth of my business". – Jaymeni Patel, Business Coach Kirsty Nicholson*
- *"I have found the Enterprising You programme to be a positive experience. I have attended some helpful training, I have really enjoyed it found it to be worthwhile I have lots of actions that have come from the training and now I need to start implementing a lot of plans" – Tim Bowman, Business Coach Vikki Bradbury*
- *"I am really grateful for all the support EY provided me, it was a supportive and positive experience all round. So a big thank you!" – Lymara Barber, Business Coach Rebecca Levene*

# Engagement and Events



## Aftercare:

Our EnterprisingYou clients are part of the alumni, an exclusive network, designed to encourage connections and continued business growth and development.

These are some photos of our networking events Oct-Dec 2021.





# Feedback & Impact

EnterprisingYou has supported over 1800 businesses since February 2020

Feedback	Total GM	
Positive Experience	96%	
Extremely satisfied	95%	
Maintained or increased Well Being	91%	
Maintained or increased Skills	98%	
Maintained or Increased Confidence	96%	
Maintained or Increased Turnover	71%	
Maintained or Increased Pre-Tax Prof	84%	
Maintained or Increased Income	77%	
Turnover increase	£4,037,378	
Profit Increase	£2,085,077	



**To refer a business to EnterprisingYou  
or for further information:**

[Info@enterprising-you.co.uk](mailto:Info@enterprising-you.co.uk)

0161 667 6900

[www.enterprising-you.co.uk](http://www.enterprising-you.co.uk)

**Follow us on social media: @EnterprisingYou**



SCAN QR CODE TO VISIT OUR WEBSITE

Delivered by:



Commissioned by:



Funded by





THE  
**CYBER  
RESILIENCE  
CENTRE**

FOR THE **NORTH WEST**

**THE CYBER RESILIENCE  
CENTRE IS GREATER  
MANCHESTER'S  
PARTNERSHIP APPROACH  
TO PROTECTING OUR  
BUSINESS COMMUNITY  
FROM ONLINE CRIME**



THE  
**CYBER  
RESILIENCE  
CENTRE**  
FOR THE **NORTH WEST**



# Cybercrime Trends 2020-21

Patrick Ettore | Partnerships Manager

## ABOUT US



The **Cyber Resilience Centre** is a joint venture between **Greater Manchester Police** (GMP) and **Manchester Digital** supported by the National Police Chiefs Council (NPCC) and Greater Manchester Combined Authority (GMCA).

We are a **non-profit** organisation on a mission to:

Grow and strengthen the region's **resilience to online crime** and attacks through trusted advice, tailored memberships and cost-effective services.

**Greater Manchester. Greater Cyber Resilience.**



GREATER MANCHESTER  
**POLICE**



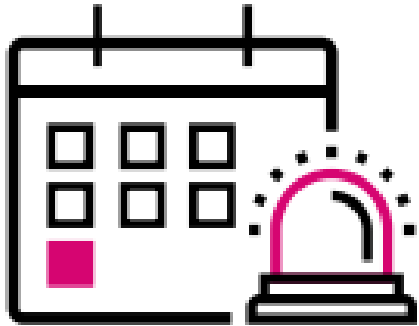
Manchester  
Digital



# WHY SHOULD YOU CARE?



is the average annual cost for micro and small businesses that lost data or assets after breaches



**27%**

were attacked at least once a week



**22%**

needed new measures to stop future attacks

# TRENDS 2020 - 21

## REPORTING VOLUMES

**VOLUME**  
**31,322**  
reports received

### TOP THREE CYBER CRIME TYPES

1. Hacking Social Media & Email – 13,948 reports
2. Computer Virus\Malware\Spyware – 7,794 reports
3. Hacking Personal – 5,587 reports



## LOSSES

**LOSS**  
**£9.6m** reported losses

### TOP THREE CYBER CRIME TYPES

1. Hacking - Extortion - £3.5m
2. Hacking - Social Media & Email - £2.6m
3. Computer Virus\Malware\Spyware - £1.7m

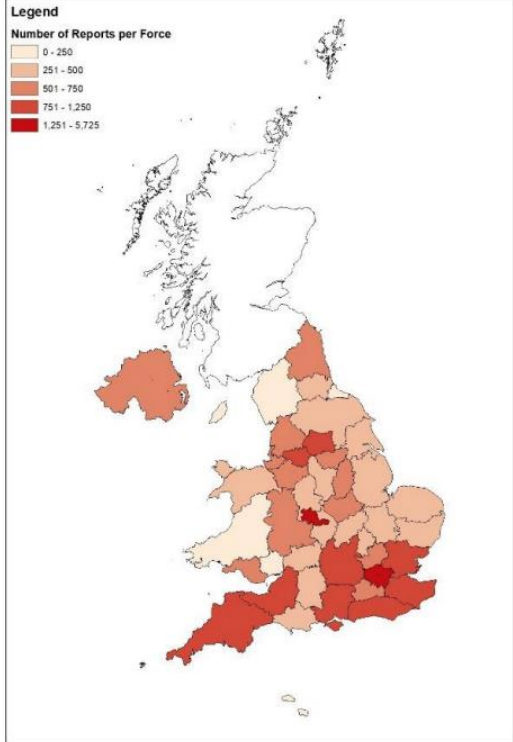
### DISSEMINATIONS

**13,655**  
ALL reports disseminated to Police: 4,279 PURSUE; 4,828 PROTECT; 4,548 Other

### OUTCOMES

**2%**  
of all outcomes recorded in the period were Judicial Outcomes

## GEOGRAPHICAL SPREAD





## PHISHING & MALWARE

The most impactful malware is  
**RANSOMWARE**

**Over 5.5m**  
phishing reports made to  
Suspicious Email Reporting  
Service

**TV LICENSING**  
was the most reported  
phishing hook

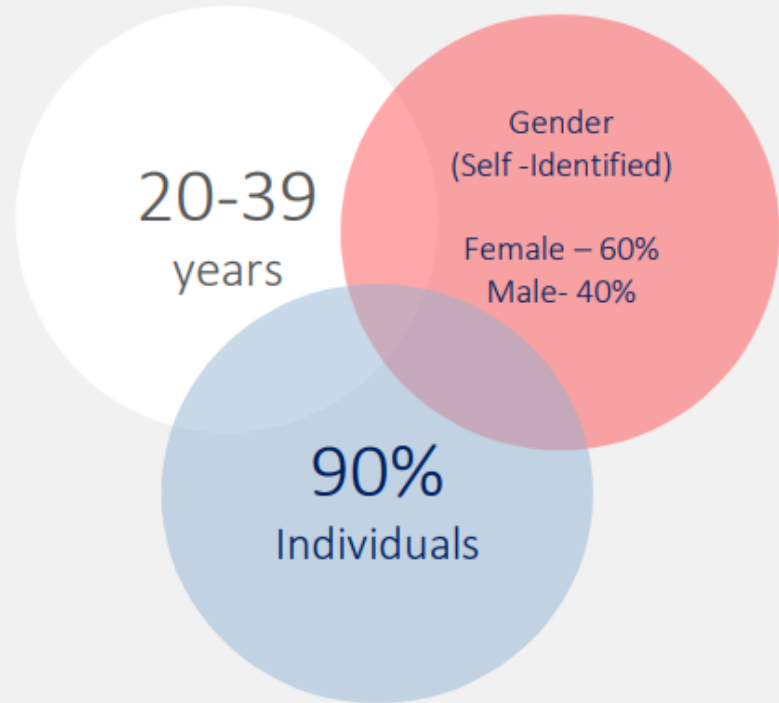
## KEY ENABLERS

**PHISHING E-MAILS**  
is the key enabler for criminals  
to initiate cyber-attacks and  
fraud

**WEAK & SAME  
PASSWORDS**  
enable access to multiple  
individual online accounts

**COVID-19**  
was a key factor in the rise of  
cyber attacks

## HIGH RISK VICTIM INDICATORS



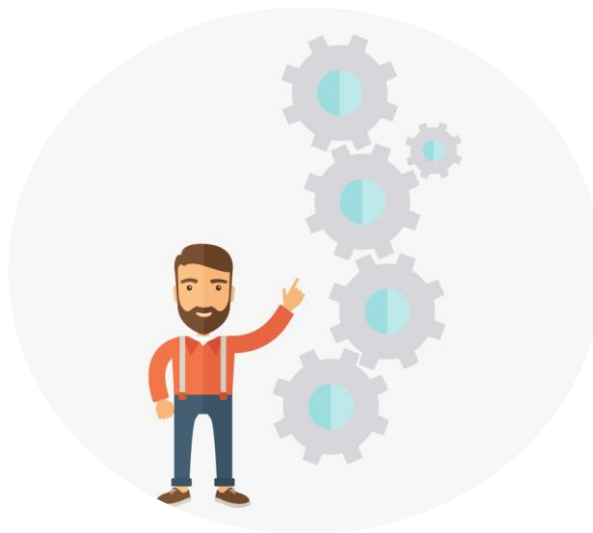


# HOW TO MITIGATE THESE THREATS

In order to mitigate these threats **you must manage** your...



**People**



**Processes**



**Technology**



# Takeaway materials

For you easily implement into your business

TRAINING  
AND  
AWARENESS  
ACTIONS

## THE ACTIONS SHOULD BE CARRIED OUT BY STAFF RESPONSIBLE FOR IMPLEMENTING STAFF TRAINING AND AWARENESS

- Create a **Cyber Security training plan** that you can use for all staff
- Include details of your 'password policy' explaining how to create a non predictable
- Include **how to spot the obvious signs of phishing** and details of your reporting process if staff suspect phishing
- Include details on **how your business operates** and how they deal with requests via email.
- Include details of **WiFi hotspot vulnerabilities** and how to use alternative options e.g. VPN/Mobile network)



**POLICY  
ACTIONS**

**THE ACTIONS SHOULD BE CARRIED OUT BY STAFF DETERMINING THE  
OVERALL CYBER SECURITY POLICY**

- Identify and record essential data for **regular backups**
- Create a **password policy**
- Decide what **access controls** your users need so that they can access only the information and systems required for their job role
- Sign up to threat alerts** and read cyber local advice
- Decide what staff need access to **USB drives**
- Create an inventory of approved USB drives and their issued owners, and renew whether the ownership is necessary periodically



**TECHNICAL  
ACTIONS**

**THE ACTIONS SHOULD BE CARRIED OUT BY TECHNICAL STAFF RESPONSIBLE FOR THE SET UP AND CONFIGURATION OF DEVICES, NETWORKS & SOFTWARE**

- Switch on your **Firewall**
- Install and turn on **Anti-virus software**
- Block access to physical ports** for staff who do not need them
- Consider making a **password manager** available to your staff
- Ensure data is backed up** to a backup platform e.g. portable hard drive and/or the cloud & set automated back-up periods relevant to the needs of the business
- Switch on password protection** for all available devices. Change default passwords on all internet-enabled devices as per password policy
- Enable **two-factor authentication** for all important accounts e.g. email
- Install and **turn on tracking applications** for all available devices e.g. find my iPhone
- Apply restrictions to prevent users downloading 3<sup>rd</sup> party apps
- Install the **latest software updates** on all devices and switch on automatic updates with periodic checks

# HOW CAN THE CRC HELP?

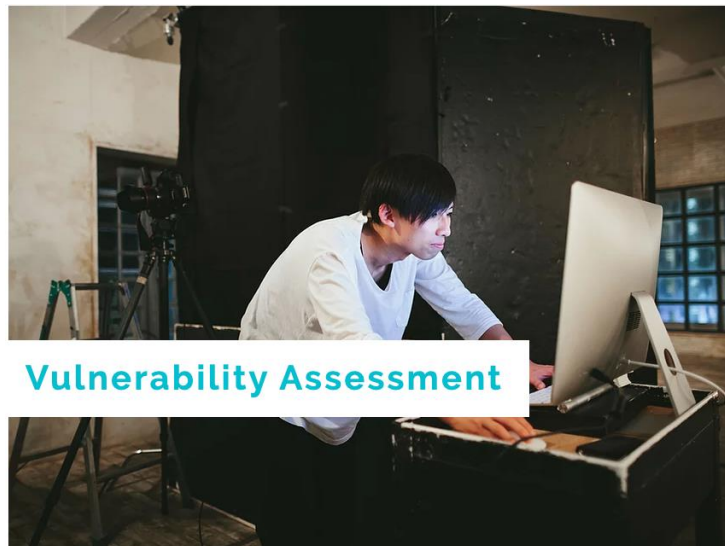
Cyber Security Guidance for Businesses

Membership



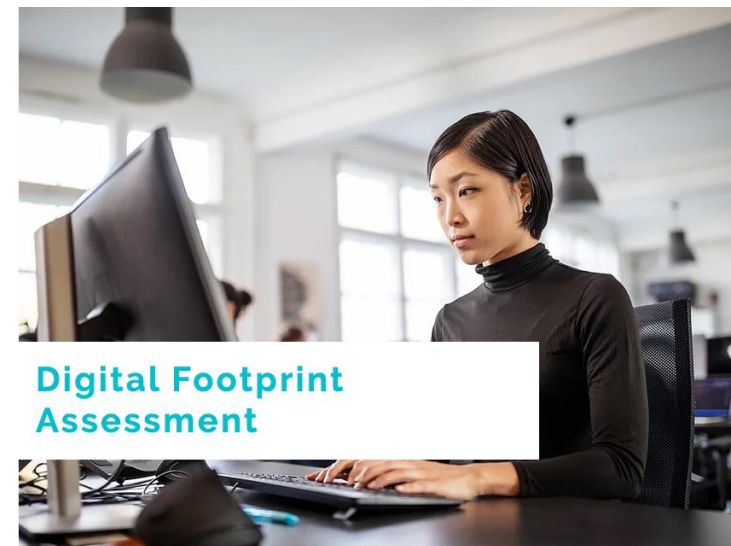
## How do you spot common threats and protect your business?

A series of presentations are delivered by our ethical hacking team. Developed with Police, our training is tailored to those with no cyber knowledge through to technical teams and directors.



## How vulnerable are your devices and network to attack?

An essential service for small businesses, which tests your IT system configuration using the same techniques used by hackers to ensure your company is not wide open to a cyber attack.



## How dangerous is your online footprint?

Using minimal information, we employ the same techniques and tools used by hackers to help discover what information you expose online and how criminals might use this to launch attacks against your business.



# Fully Funded Business Program

During the last 18 months, 38% of small businesses experienced cyberattacks at an average cost of £8,450.

This program is to support 300 small businesses in Greater Manchester from online crime.

**Includes:**

- Security Awareness Training
- Business Starter Membership (worth £500)
- Cyber Security Policy & Procedure Templates
- 1-2-1 Security Consultation

Register your interest: [nwcrc.co.uk/arisfunding](http://nwcrc.co.uk/arisfunding) or email Grace Hulse: [info@nwcrc.co.uk](mailto:info@nwcrc.co.uk).



[www.nwcrc.co.uk/arisfunding](http://www.nwcrc.co.uk/arisfunding)



# Cyber Health Check

Helping you prevent

- ✓ Ransomware
- ✓ Phishing
- ✓ Fraud
- ✓ Data Breaches
- ✓ Reputational Damage

Take the Cyber Health Check today



Start your Cyber Health Check below ↓

## Step 1 of 3 - Cyber Health Check

First Name

Last Name

Email \*

Phone \*

Which statement best describes your approach to cyber security? \*

- We do not have enough knowledge to discuss cyber threats with senior leaders
- Cyber Security is discussed but not a business priority
- Discussions have taken place and we have a plan that is in process or not started yet

[www.nwcrc.co.uk/cyberhealthcheck](http://www.nwcrc.co.uk/cyberhealthcheck)



Forward smishing texts to 7726

Forward phishing emails to [report@phishing.gov.uk](mailto:report@phishing.gov.uk)

Anyone can find themselves the victim of Cybercrime.

**If you or someone else is in immediate danger or risk of harm dial 999 now.**

### Reporting a live cyber attack 24/7

If you are a business, charity or other organisation which is currently suffering a live cyber attack (in progress), please call Action Fraud on 0300 123 2040 immediately. This service is available 24 hours a day, 7 days a week. Alternatively you can call Greater Manchester Police at any time on 101.



### Reporting a cybersecurity incident

When you suffer a cyber-attack or a related cybersecurity incident and you are a business, you might need to report it to the Information Commissioner's Office (ICO). Under the new General Data Protection Regulation (GDPR) rules, from the 25th May 2018 it is mandatory that you also report data breaches to the ICO within 72 hours. Action Fraud, the Police and the Cyber Resilience Centre will not report any contact with them to the ICO.



### Guidance & support

You can contact the Cyber Resilience Centre for guidance and support during normal office hours on the number below or by dropping us an email. We also provide free guidance on the website.

The National Cyber Security Centre (NCSC) has also created the Small Business Guide to Response and Recovery. It provides small to medium-sized organisations with guidance about how to prepare their response, and plan their recovery to a cyber incident

To find out more about how you can protect yourself, you can also visit the Greater Manchester Police Cybercrime and business fraud guidance pages.



**CONTACT  
US**



[www.NWCRC.co.uk](http://www.NWCRC.co.uk)

info@nwcrc.co.uk | [patrick@nwcrc.co.uk](mailto:patrick@nwcrc.co.uk)



@CyberCentreGM



Cyber Resilience Centre for Greater Manchester

# BoO!

Making marketing  
simple.

[BOO-MARKETING.CO.UK](http://BOO-MARKETING.CO.UK)





## Anna Short

- Founder of Boo! Marketing with 26+ years in marketing
- Postgraduate Chartered Institute of Marketing (CIM), Digital Marketing Institute (DMI), BA (Hons) Business Studies & Marketing
- NLP Coach & Practitioner

MAKING MARKETING SIMPLE

Boo!

# About Boo!

Marketing partners for start-ups, micro-businesses & young people's charities.

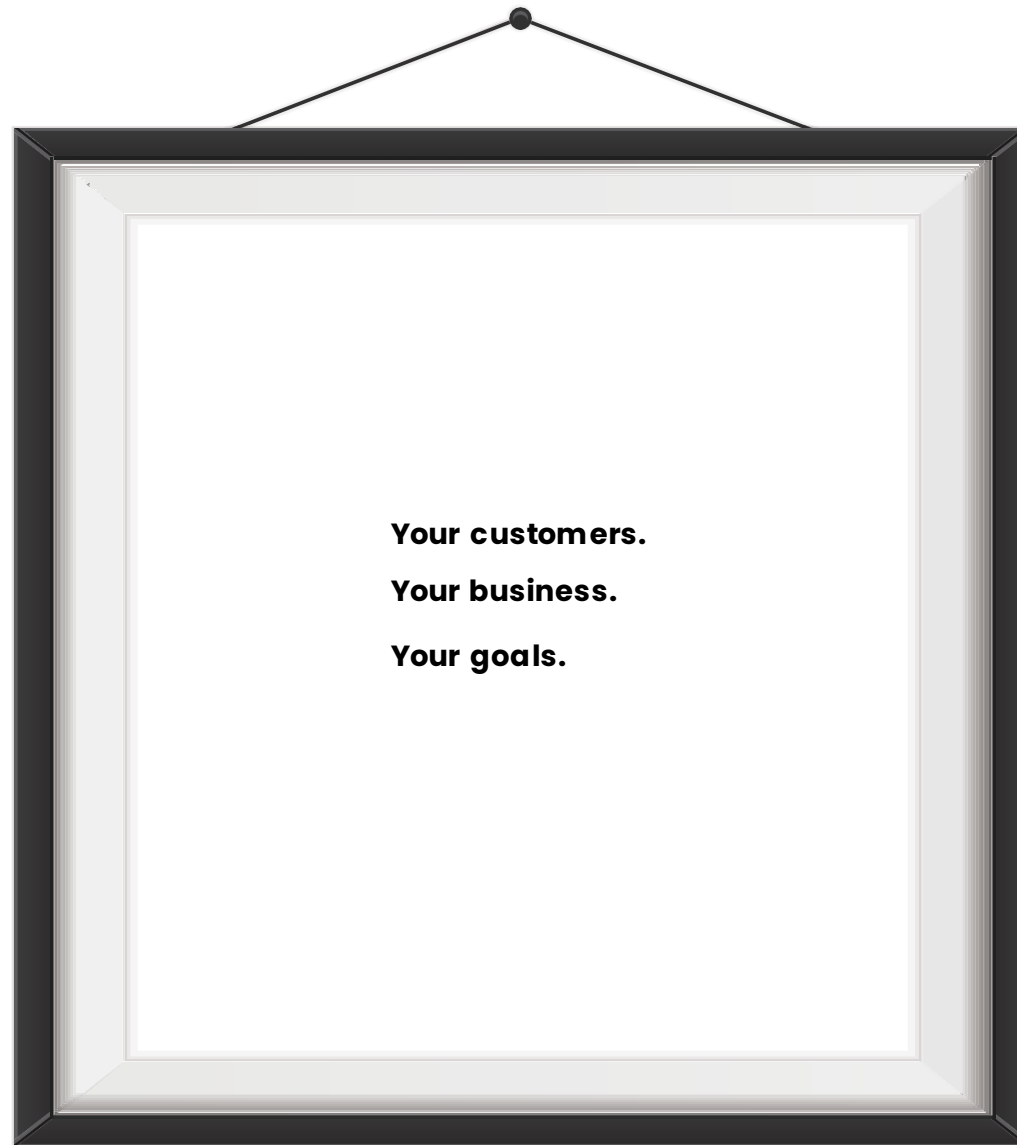
*We believe every business is unique and deserves a goal led marketing strategy, action plan and results – see the bigger marketing picture.*

## Who we've worked with...



BOO-MARKETING.CO.UK

See the bigger  
Picture.



# Building in blocks of 3.

Website	Social Media	Email
<p><b>Search engine ready.</b></p> <ol style="list-style-type: none"><li>1. Design</li><li>2. SEO</li><li>3. Copy</li></ol>	<p><b>Right channels.</b></p> <ol style="list-style-type: none"><li>1. Target audience</li><li>2. Key messages</li><li>3. Brand</li></ol>	<p><b>Template.</b></p> <ol style="list-style-type: none"><li>1. Name it</li><li>2. How often will you send?</li><li>3. 3 Sections</li></ol>
<p><b>Google My Business.</b></p> <ol style="list-style-type: none"><li>1. Setup</li><li>2. Update</li><li>3. 5* Reviews</li></ol>	<p><b>Experiment.</b></p> <ol style="list-style-type: none"><li>1. Pinterest</li><li>2. YouTube</li><li>3. TikTok</li></ol>	<p><b>Who?</b></p> <ol style="list-style-type: none"><li>1. Everyone</li><li>2. Prospects</li><li>3. Customers</li></ol>
<p><b>Be responsible.</b></p> <ol style="list-style-type: none"><li>1. Register with the ICO</li><li>2. Privacy policy</li><li>3. Data collection, storage and use</li></ol>	<p><b>Jump in.</b></p> <ol style="list-style-type: none"><li>1. Movement</li><li>2. Test</li><li>3. Learn</li></ol>	<p><b>Results.</b></p> <ol style="list-style-type: none"><li>1. Review reports</li><li>2. Open rates</li><li>3. Engagement</li></ol>

# Chat?

Any marketing questions or challenges feel free to get in touch. We're always happy to help.

Anna Short | [anna@boo-marketing.co.uk](mailto:anna@boo-marketing.co.uk)

Telephone: 07929 222971