





When it comes to Technology
do you want:

Peace of Mind

Confidence

Reassurance

Reliability

Honesty

Sensible Cost-Effective Advice

For all your Computing
and business needs

We come to you!

There are usually many ways small business can use computer software applications to streamline processes, save time and money, and develop desktop publishing materials.



Where can you get reliable assistance to achieve all this?

How can you keep it to a reasonable cost?

How can a considered financial outlay now, reap you the benefits of saving money in the mid to long term?

Do you want the peace of mind of knowing there is someone reliable to call on, once the initial work is done, to maintain all you have set in place?

When you have a technology problem or difficulty would you like to simply be able to call on someone to help you overcome it?

HCT can identify your needs, establish ways technology and software can be used to meet them, and all in a cost effective way.

HCT can train your staff in a wide range of software and we are always available to you to deal with those future needs or difficulties that arise.

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Let's Get Down To Specifics:

Do you have tasks that are tedious, repetitive and take up enormous amounts of your staff's time?

Can some of these tasks be handled more effectively by utilising software such as Microsoft Word, Excel, Powerpoint, Access and Outlook?

Do you have information which is constantly changing and in need of updating such as price lists, product lists, customer records etc.?

Perhaps you already use software to carry out some of this work, but is it set up in the most efficient manner to make changes and updating simple and quick?

Do you know how to use your computers to produce brochures, newsletters, leaflets, menus, cards, business cards, letterheads, invoices and other publications to a professional standard?

We can provide network and internet support and advice on e-commerce.

Accounting, Finances and the GST

HCT can assist with any, or all stages of your move to more efficient accounting operations.

You may have the software in place, accounts set up and operational and the GST seems under control but:

What about the BAS?

Do you have niggling areas where you feel there must be easier or more efficient ways to use software?

Do you need to build your confidence in the software and your use of it within your business?

Do you want the peace of mind of knowing you are fully utilising and customising all facets of the software to suit your business?

Do you also want the peace of mind of someone to turn to for ongoing support in areas of trouble shooting and problem solving and customisation of the software?

HCT provides all of the above and you get someone who will always be there to assist you when the needs arise. Our services extend from on-site to phone and e-mail support, trouble shooting and problem solving with MYOB, Quickbooks and other accounting software.

Peace of mind is what HCT represents when it comes to technology.



Personalised On-Site Training

A lot of time and money can be saved in business by looking closely at your needs and then identifying the best ways to meet those needs, often through utilising computer software and training staff to make the most of it.

HCT provides on-site training on your own computers once your needs have been identified.

Training is customised to develop the skills of your staff on software and procedures to meet your needs in the most cost efficient manner.

Training can be one on one or small group sessions, at times to suit your business.

HCT – Meeting the Needs of Small Business

Call us to arrange a time for a representative to come and meet with you to discuss your computing needs.

Assistance with identifying those computing needs and cost effective ways to meet them.

Development of computer training by skilled course development staff.

On-site training

Setting up of software to get the most out of it for your business.

On-going support for true peace of mind.

Phone 0409 461 661

Fax (03) 9846 1672

AH (03) 9846 1661

