**Speaker guide for peer to peer session (15 minutes)**

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| **What** | **Time** | **Guide** |
| Intro/about our business | 2 min | Hi I’m <<insert>> and I run a <<insert>> business in <<insert>>.  My business is <<insert>> years old and I/we employ <<insert>> people. |
| Business problem | 3 min | In <<insert>> we had a problem with <<insert>>.  When we looked at the data we found:   * <<insert>> * <<insert>> |
| The digital solution | 2 min | We wanted to solve this with a digital tool. We chose:   * <<insert>>   For the following reason/s:   1. <<insert>> 2. <<insert>> |
| What helped our decision | 3 min | What helped our decision making was <<insert>>.  We also got help from <<insert>> and <<insert>>. |
| Cost/benefits | 2 min | It took about <<insert>> time and cost <<insert>>.  Since implementing the tool the benefits we have seen are:   1. <<insert>> 2. <<insert>> 3. <<insert>> |
| Hardest thing | 2 min | The hardest thing we had to overcome was <<insert>>. |
| Contact details and closing | 1 min | If you want to talk about this you’ll find me at <<insert>>.  Thank you. |

**You can use this template to help guide you if you are speaking to a peer group.**