

The Small Business Center offers seminars designed for small business owners/employees and for prospective owners. These programs are funded by a grant from the NC Legislature to increase the success rate of small businesses. We invite you to visit our offices in Van Dusen Hall, room 101, on the SCC campus. Also available through the Small Business Center are resources (videos, books, CDs), one-on-one counseling, and referrals. Seminars are available at no cost but pre-registration is requested. Please call 910.695.3938 or email neelym@sandhills.edu .

SCORE Business Series

Business Basics – Do You Have the Right Stuff?

To persevere through the trials and tribulations of starting and running your own business, you will need the spirit and will of those original Mercury astronauts...the Right Stuff! In this seminar you will learn a winning formula for building a business. Sample topics include: the Michael Gerber E-Myth concept and the win-win-win Business Trifecta.

#3611 SCORE Sept 6
Van Dusen 203 Sa 9-12 noon

Business Basics – Great Beginnings

This seminar will point the new or potential business owner in the right direction, providing an overview of the importance of a business plan, financial record keeping, legal structure, financing alternative and risk management.

#3612 SCORE Sept 13
Van Dusen 203 Sa 9-12:30 pm

Business Basics – Your Business Plan

Lenders know that without a business plan they cannot make a valid judgment about whether your business idea is a good one so come and learn how to write an effective plan.

#3613 SCORE Sept 20
Van Dusen 203 Sa 9-12

Business Basics – Marketing

Every savvy business person knows that without sales a business has no financial future. This seminar teaches marketing your business to success beginning with the day after the seminar.

#3614 SCORE Sept 27
Van Dusen 203 Sa 9-12 noon

Business Basics – Accounting for You and Me

This seminar covers the working knowledge of basic accounting skills that can immediately be applied to your business. You will be reasonably knowledgeable of a Balance Sheet, Income Statement and Cash Flow Statement such that you can communicate and interact with your accountant for the purpose of managing your business more effectively.

#3615 SCORE Oct 4
Van Dusen 203 Sa 9-1 pm

Business Basics – How to Get a Business Loan

Learn about the many forms of capital that are available and how to apply them. A local bank loan officer will tell exactly what is expected from you to be successful in your loan application. The Women's Business Center will be present to discuss the SBA Community Express loan programs.

#3616 SCORE Oct 11
Van Dusen 203 Sa 9-12 noon

Certificate in Supervision & Management Fundamentals

Participants must complete the following four seminars to receive a certificate from the Small Business Center.

Time Management

This workshop in time management shows exactly how to focus on high-payoff activities, eliminate time-wasting behavior and bypass procrastination. Learn to use five resources to your advantage, how to have short, productive meetings, how to delegate, how to stay on target, and how to handle difficult people.

#3617 M. Collins Oct 1
Van Dusen 103 W 1:30-4:30 pm

What Every Supervisor Should Know

This seminar will be helpful for managers that have not received formal training, are in their first management position or find it uncomfortable managing employees who might have been their peers in the past. This seminar can help any manager identify the specific issues that create problem employees and how managers can deal with stress.

#3618 M. Collins Oct 8
Van Dusen 103 W 1:30-4:30 pm

Managing Unacceptable Workplace Behavior

This seminar will help managers deal with unacceptable behavior in the workplace. Learn tips on handling angry and/or unmotivated employees who do not fulfill the goals of your company.

#3619 M. Collins Oct 15
Van Dusen 103 W 1:30-4:30 pm

Effective Communication in the Workplace

Communication is very important in today's businesses. Marinda Avera will cover emails, telephone and other types of correspondence that are used today and how our actions and body language can communicate with others.

#3620 M. Avera Oct 22
Van Dusen 103 W 1:30-4:30 pm

Other Classes

Grantwriting for the Non Profit

This course is designed for the beginning grant writer or for the pro fundraiser of a non profit who would like to pick up new ideas. Participants will examine the elements of an application, begin developing their own proposal, and explore finding potential donors.

#3621 G. True Aug 26 & 28
Van Dusen 103 TTh 6:00-9:00 pm

Bookkeeping I for Small Business

These seminars will cover the basic principles of accounting/recordkeeping for your business. Accounts receivable, accounts payable, general ledger and financial statements will be covered. Help for new businesses with records setup and will also answer questions for established businesses.

#3622 S. Benefield Sept 2 & 4
Van Dusen 103 TTh 6:00-9:00 pm

How To Be An Effective Board Member

Learn why non-profit boards exist, the ten basic responsibilities of a board, the difference between board and staff, and the legal aspects of board service. Tips on fundraising and leadership are also included.

#3623 D. Ryan Sept 9
Van Dusen 103 T 6:00-9:00 pm

5 Great Ways to Increase Profit

If you could learn 5 ways to increase your profits by 61% within a year – what would that be worth to you? Ed Gideon with ActionCoach will be leading this informative seminar to help you achieve better results with money, time and team issues.

#3624 E. Gideon Sept 10
Van Dusen 103 W 3:00-5:00 pm

Bookkeeping II for Small Business

Learn more about bookkeeping and financial statements that began in Bookkeeping I. This session will cover some aspects of tax preparation.

#3625 S. Benefield Sept 16 & 18
Van Dusen 103 TTh 6:00-9:00 pm

Tax Implications for Starting a Business

Get your business off on the right foot by complying with North Carolina tax laws from the beginning.

#3626 NC DOR Sept 23
Van Dusen 103 T 6:00-9:00 pm

Making IT Work for You

Let your business learn to be more cost efficient in hardware & software decision making and also help your employees to be more productive in their use of your systems. Covered will be product compatibility, standardization, product comparisons and learning to avoid the common mistakes costing time & money.

#3627 D. Berger Sept 24
Van Dusen 103 W 2:00-4:00 pm

Secrets to Successful Marketing

Do you wonder how you can successfully market your business without spending a fortune? Let Jim talk with you about your business and some of the marketing tips that won't break the bank!

#3628 J. Pettit Sept 25
Van Dusen 103 Th 6:00-9:00 pm

Network Marketing As a Business Model

Learn about the booming network marketing industry, how it works, the benefits of this business model, and how to assess a career fit. If you have ever considered this type of business or like working part time and on your own, this is for you.

#3629 L. Williford Sept 30
Van Dusen 103 T 6:00-9:00 pm

How to Get Your Manuscript Published

Mark Csordos is self published as well as professionally published and understands the pros and cons of each. Learn how to contact an agent or publisher, how to find a printer, apply for an ISBN number, sell your book through Amazon.com, conduct a book signing and many other aspects of publishing.

#3630 M. Csordos Oct 2
Van Dusen 102 Th 1:30-4:30 pm

Business Lessons for Entrepreneurs

Mark Csordos will share his knowledge of lessons he learned from starting and running his own business. Entrepreneurship is present even in the corporate world, so anyone in business or wanting to start a business will benefit from Mark's experience.

#3631 M. Csordos Oct 2
Van Dusen 102 Th 6:00-9:00 pm

Starting a Non Profit Agency

This seminar is for those looking to start a non-profit organization. You will learn tips on incorporating, using advisory boards, defining your purpose, creating a mission statement and bylaws, applying for tax exemption, and researching grantors and other available resources.

#3632 G. True Oct 7
Van Dusen 103 T 6:00-9:00 pm

Challenges of Women Working with Women

This session is designed for women struggling with the difficulties of working with other women. Understand the differences between men and women in the workplace and learn to work more effectively with your female co-workers and subordinates.

#3633 D. Ryan Oct 9
Van Dusen 103 Th 1:30-4:30 pm

Better Security & Higher Efficiency

Learn about system security including invasive viral attacks through the Internet, the major viruses and the damage they can cause to your system. Also covered will be identity theft and avoiding the loss of critical records.

#3634 D. Berger Oct 14
Van Dusen 103 T 2:00-4:00 pm

What Does Your Credit Report Mean?

Reading and understanding your credit report and ways to improve your report will be covered.

#3635 S. Hawkins Oct 14
Van Dusen 103 T 6:00-9:00 pm

Selling A Small Business

This seminar is a comprehensive review of the process of selling a closely held business. Covered will be how businesses are valued, the services provided by a business broker, and an understanding as to how businesses are listed for sale.

#3636 M. Fekkes Oct 16
Van Dusen 103 Th 6:00-9:00 pm

Cash Flow Statements

Learn the ends and outs of a cash flow statement and why it is so important in your business. Bring a calculator!

#3637 S. Hawkins Oct 28
Van Dusen 103 T 6:00-9:00 pm

Business Crime Prevention

The Southern Pines Police Department will inform businesses about burglaries, robberies, shoplifting and employee theft in time for the holidays. Come find out how to protect your business and yourself.

#3638 SPPD Nov 6

Van Dusen 103 Th 6:00-8:00 pm

Leadership from the Kings of Chocolate

Learn from the leaders of the chocolate industry about different leadership styles, what works and what doesn't and how to adjust your own style to get the results you want.

#3639 D. Ryan Nov 12

Van Dusen 102 W 1:30-4:30 pm