

## ***Making the Matchmaker Work for You!***

**May 23, 2013 – 10:00 a.m.**

What will the matchmaker do for me? With only one chance to make a first impression, learn these “Tried and True” tips.

- How do I prepare for the matchmaker?
- Discover the importance of your “elevator speech”
- Create the ideal 10-minute buyer appointment
- Know your customer

Presenter: Erica Choi, SBA Albany Area Manager

## ***A, B, C’s of Government Contracting***

**May 30, 2013 - 10:00 a.m.**

Are you ready for government contracting?

- What are the first steps?
- What is SAM and how do I register to do business with the government?
- How does the government purchase my products?

Presenter: Steve Barr, North Country PTAC Program Manager

## ***Opening Doors: Federal Procurement Certifications***

**June 6, 2013 - 10:00 a.m.**

The U.S. Government is the world’s largest buyer of goods and services.

- Discover how federal contracting can help your business grow
- What federal small business certifications are available?
- Learn how to find federal subcontracting opportunities?
- Why are federal agencies and prime contractors interested in my certifications?

Presenter: James Quackenbush, SBA Business Opportunity Specialist

### **To connect to the workshops:**

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