



San Francisco SBA Entrepreneur Center

April, May & June 2016 Calendar

U.S. Small Business Administration

<p>Where are classes held?</p> <p>Classes in this calendar (excluding Small Business Week) are conducted at:</p> <p>San Francisco SBA Entrepreneur Center 455 Market Street, Suite 600 San Francisco, CA 94105</p> <p>How do I register?</p> <p>Each class description indicates the registration site. Online registration is required for all classes.</p> <p>Additional questions?</p> <p>Email: SFOMail@SBA.gov Call: (415) 744-6820 During normal business hours, Monday to Friday, 8 AM to 4:30 PM Visit: SBA.gov/CA/SF</p>	<p>National Small Business Week May 1st - 7th, 2016 #DreamSmallBiz Come Celebrate with Us!</p> <p><i>Congratulations to</i> <i>Equator Coffees and Teas!</i> U.S. Small Business Administration California 2016 Small Business of the Year</p>
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Entrepreneur Center Classes

A to Z	Day By Day
<p>12 BIG Mistakes Small Employers Make 5/17, 6:00 PM – 8:00 PM Topics to be covered include employee misclassification, wage and hour law, employee handbooks, injury illness prevention plans, vacation policies, reasonable accommodation, leaves of absence, San Francisco's new Family Friendly ordinance, workers' compensation and much more. Register online at http://sbatrainings.eventbrite.com</p> <p>Assertiveness Skills for Success in Business 4/14, 9:00 AM – 12:00 PM, \$45 - The differences between assertive, passive and aggressive behavior, and the roots of each behavior style, will be explored. Register online or call San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com</p> <p>Before You Sign That Lease 4/18, 6:00 PM – 8:00 PM—An experienced business and real estate attorney will help you learn how to make well-informed commercial tenant decisions and prepare for landlord negotiations. Although taught by an experienced attorney, this class does not constitute legal advice. Register online at http://sbatrainings.eventbrite.com Presented by the San Francisco Community Business Law Center.</p> <p>Branding 4/20, 9:30 AM – 12:00 PM \$45 - What is it really and what are the necessary ingredients to create a successful brand. Presented by SF SCORE. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com</p> <p>Business Law Basics 4/6, 5/4 and 6/8, 3:30 PM – 5:30 PM Current and prospective business owners will get an overview of important legal issues faced by small businesses including choosing the right legal entity, contract drafting and negotiation, intellectual property, hiring employees, and commercial leases, presented by an experienced business lawyer. This class does not constitute legal advice. Register online at: http://sbatrainings.eventbrite.com</p> <p>Business Law Explained Simply for Startups 5/9, 12:30 PM – 2:30 PM, \$35 –Learn the essentials for: Incorporating; Business licenses; Wholesaling agreements; Customer end-user agreements; Bylaws and partnership agreements; Independent contractor agreements; Employee Agreements; Leasing Agreements; Non-disclosure agreements. Presented by San Francisco SCORE Chapter 10. Register www.sanfranciscoscore.eventbrite.com</p> <p>Choosing a Retirement Solution for Your Small Business 4/7 and 6/9, 1:30 PM – 3:00 PM A representative from the U.S. Department of Labor, Employee Benefits Security Administration (EBSA) will provide a presentation focused on choosing a</p>	<p>April</p> <p>4/5 1:30 PM—3:30 PM Small Business Bookkeeping</p> <p>4/6 9:00 AM—11:00 AM Free and Low Cost Resources for Your Business</p> <p>11:00 AM—12:30 PM Starting a Business in San Francisco</p> <p>1:00 PM—3:00 PM Financing Your Small Business</p> <p>3:30 PM—5:30 PM Business Law Basics</p> <p>4/7 10:00 AM—11:30 AM HUBZone and Women Owned Small Business Program Certifications</p> <p>12:00 PM—1:30 PM SBA 8(a) Business Development Program Certification</p> <p>1:30 PM—3:00 PM Choosing a Retirement Solutions for Your Small Business</p> <p>1:30 PM—3:30 PM Target Marketing Strategies</p> <p>4/11 Presentation Skills—9:00 AM—12:00 PM</p> <p>4/12 8:30 AM—1:00 PM De-Mystifying Exports-Imports</p> <p>6:00 PM—8:00 PM Five Characteristics of Thriving Business Owners</p> <p>6:00 PM—8:00 PM RSI: Checklist for Starting a Restaurant</p> <p>4/13 9:00 AM—3:00 PM State Payroll Tax Workshop</p> <p>4/14 9:00 AM—12:00 PM Assertiveness Skills for Success in Business</p> <p>1:30 PM—3:30 PM Digital Tools 101</p> <p>4/18 6:00 PM—8:00 PM Before You Sign that Lease</p> <p>4/19 12:30 PM—3:30 PM How to Price Your Products and Services</p>
<p>retirement solution for your small business. Presented by the U.S. Department of Labor, Employee Benefits Security Administration. Register online at: http://sbatrainings.eventbrite.com</p> <p>De-Mystifying Exports & Imports 4/12, 8:30 AM – 1:00 PM, \$55 - This workshop encompasses a wide range of topics including – Getting Started with successful import & export marketing. Developing agreements with overseas relationships. Learn the role of freight forwarders and customs brokers. Financing International transactions. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827. Register: www.sanfranciscoscore.eventbrite.com</p> <p>Digital Tools 101 4/14, 1:30 PM – 3:30 PM This workshop will discuss the benefits of utilizing digital tools for your small business. Digital tools can help with an array of tasks necessary for building a successful business such as; time tracking/accounting systems, e-mail marketing and social media, project management, point of sale and much more. Visit: http://nc.ecenterdirect.com/events/26199 Presented by the San Francisco Small Business Development Center.</p> <p>Doing Business with Genentech 6/8, 10:30 AM – 12:00 PM A presenter from Genentech will discuss opportunities for contracting to sell your goods and services to this leading biotechnology company. Register online at: http://sbatrainings.eventbrite.com</p> <p>Effective Consulting: How to Start (or Improve) Your Consulting Business 6/14, 8:30 AM to 3:30 PM This interactive workshop focuses on the essentials of creating and running a successful consulting business. \$70 registration fee. Register online at www.sanfranciscoscore.eventbrite.com or call (415) 744-6827.</p> <p>Federal/State Basic Payroll Tax Seminar 4/20, 5/11 and 6/15, 9:00 AM – 3:00 PM Subjects include determining independent contractor versus employee, withholding taxes, deposits and completing the proper forms. Presented by an IRS Representative and the California EDD Tax Office. Register at http://sbatrainings.eventbrite.com or call 866 873-6083.</p> <p>Financing Your Small Business 4/6 and 6/8, 1:00 PM – 3:00 PM A panel of experts representing SBA, a microlender, an SBA Community Advantage lender, a bank or credit union, and an alternative lender, will discuss financing options, what lenders are looking for, credit requirements, and the importance of a relationship with a financial institution. Eligibility guidelines and loan application procedures will also be covered. Register: http://sbatrainings.eventbrite.com</p>	

A to Z

Day By Day

Finding Venture Capital for Your Business
5/26, 10:00 AM – 12:00 PM Learn the process of seeking Venture Capital funding, including how to tell when you're ready to talk to Venture Capitalists, how to find your Venture Capitalist, the dos and don'ts of presenting to Venture Capitalists, and how a typical Venture Capital deal is structured. This class does not constitute legal advice. Register online at: <http://sbatrainings.eventbrite.com>

Five Characteristics of Thriving Business Owners
4/12, 6:00 PM – 8:00 PM All business owners have something, or several somethings, they're doing that help them be successful. This interactive presentation explores five that may seem simple and obvious, yet they have a deep and lasting impact. Come ready to discover and discuss these characteristics that you, as a business owner, may want to incorporate so your business will thrive! Register: <http://sbatrainings.eventbrite.com>

Be a Part-Time Business Owner AND Keep Your Job!
5/17, 6:00 PM - 8:00 PM \$35—This class provides an overview of the options available to the business buyer, franchising facts, selecting the right franchise for you and your family, keys to success and avoiding pitfalls in operating a new franchise and much more. Register: www.sanfranciscoscore.eventbrite.com or call (415) 744-6827.

Free and Low Cost Resources for Your Business
4/6— 9:00 AM – 11:00 AM A representative from SBA will outline business plan components while guest speakers from the Lawyers Committee for Civil Rights, the San Francisco Public Library Small Business Center, San Francisco SCORE and Small Business Development Center and a Women's Business Center will discuss resources available to entrepreneurs that aid in creating the plan. Register: <http://sbatrainings.eventbrite.com>

Get Your Next Client!
5/4, 1:00 PM – 3:00 PM During this interactive presentation you'll explore several techniques to make getting your next client easier, combining marketing how-to with bigger picture concepts of you as a business owner. Register: <http://sbatrainings.eventbrite.com>

Hire Safe, Hire Right
6/7, 1:30 PM – 3:30PM Learn the key components of a safe hiring program. Learn 25-step safe Hiring Audit details and best practices, such as company-wide hiring and procedures, Legal compliance, verifying employer education and education, use of criminal records, and use of other screening tools. This workshop is ideal for business owners and anyone responsible for hiring responsibility. Visit: <http://nc.ecenterdirect.com/events/26205> Presented by the San Francisco Small Business Development Center.

Hiring and Retention of Employees
5/10, 9:00 AM – 12 (Noon) \$45 - Improve your chances of hiring someone that's well suited for your organization and learn ways to retain excellent employees. Presented by SF SCORE. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

How to Price Your Products and Services
4/19, 12:30 PM – 3:30 PM, \$45 - How do you set prices for your business or service? Are they working? When should you change them? This interactive workshop will address these topics as well as role of pricing in the overall Marketing Mix. Presented by SF SCORE. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

How to Start and Manage a Small Business
4/25, 5/23 and 6/27, 8:30 AM – 5:00 PM, \$80 - Learn best practices and insider tips as a moderator and industry experts guide you through the basics of: Business Plans, Insuring Against Risk, Accounting, Legal Structures, Marketing & Sales, and Financing. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

How to Write an Independent Contractor Agreement
5/4—6:00 PM – 8:00 PM—Successful independent contractor project outcome often depends on establishing and documenting realistic expectations for contract scope, performance standards,

and pricing. This interactive workshop will guide you step by step through the process of creating a simple, generic independent contractor agreement that works. Although taught by an experienced business attorney, this class does not constitute legal advice. Registration Required. Register online at: <http://sbatrainings.eventbrite.com> Presented by the San Francisco Community Business Law Center.

HUBZone and Women Owned Small Business (WOSB) Program Certifications
4/7, 5/5 and 6/9, 10:00 AM – 11:30 AM Eligibility requirements, application and certification will be explained. Register: <http://sbatrainings.eventbrite.com>

IDEAS TO ASSETS - A Practical Guide to Patents, Copyrights and Trademarks
5/12, 6:00 PM – 8:30 PM Learn requirements and procedures associated with protecting an invention (patent), a work of art (copyrights), and a brand (trademark) and transferring intellectual property rights (either acquiring or conveying ownership or use rights by assignment or license), or dealings with others, such as manufacturers and distributors. This class does not constitute legal advice. Register online at: <http://sbatrainings.eventbrite.com>

Inicio del Plan de Negocios Parte 1
6/23, 6:00 PM – 8:00 PM Aprenda como colocarse en el camino correcto para crear o expandir su negocio. Un plan de acción convincente lo puede llegar al éxito más rápido. Nuestro formato es interactivo donde escribe su plan mientras aprende de otros colegas empresarios. Esta primera sesión del taller responderá quien, que, donde, porque y como de sus ideas de negocio y convertirá sus respuestas en un resumen ejecutivo. El taller es interactivo; prepárese para escribir, aprender y ejecutar. Register: <http://nc.ecenterdirect.com/events/26208>.

Leadership and Supervision for Business Owners
6/2, 9:00 AM – 12:00 PM, \$45 - Several issues will be explored: Leadership myths; What leadership is really about; Characteristics of effective leaders. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

Marketing Made Easy
5/4, 6:00 PM – 8:30 PM A good introduction or refresher to entrepreneurs who want to take their marketing plans to the next level. Topics will include: identifying your target market; establishing a framework for evaluating and monitoring your marketing efforts; designing signature marketing tactics and building systems. Register: <http://sbatrainings.eventbrite.com>

Money Matters I - Profit & Loss
5/12, 6:00 PM – 8:00 PM An in-depth coverage of business finances covering Profit & Loss, Cash Flow, and Balance Sheet. Learn the seven parts of a P&L and how to use it to run your business. The outcome of this training will allow the participants to; make better informed business decisions based on a clear understanding of money matters and be able to increase profitability. First of a three part series. Visit: <http://nc.ecenterdirect.com/events/26201> Presented by the San Francisco Small Business Development Center.

Money Matters II - Cash Flow
5/19, 6:00 PM – 8:00 PM The outcome of this training will allow the participants to; make better informed business decision based on clear understanding of money matters and be able to increase profitability. Second of a three part series. Visit: <http://nc.ecenterdirect.com/events/26202> Presented by the San Francisco Small Business Development Center.

Money Matters III - Balance Sheet
5/26, 6:00 PM – 8:00 PM The outcome of this training will allow the participants to; make better informed business decision based on clear understanding of what you owe and what you own and to understand how to sell your company or apply for financing. Third and final of a three part series. Visit: <http://nc.ecenterdirect.com/events/26204> Presented by San Francisco Small Business Development Center.

Presentation Skills
4/11, 9:00 AM – 12:00 PM - \$35 - Improve your chances of

6:00 PM—8:00 PM—Influential Networking

4/20
9:00 AM—3:00 PM Federal/State Basic Payroll Tax Seminar

9:30 AM—12:00 PM Branding

4/25
8:30 AM—5:00 PM How to Start and Manage a Small Business

4/26
9:00 AM—12:00 PM Raising Money, An Angel Investors View

3:00 PM—5:00 PM Small Business Taxes

MAY

5/3
3:00 PM—5:00 PM QuickBooks Made Easy

5/4
11:00 AM—12:30 PM Starting a Business in San Francisco

1:00 PM—3:00 PM Get Your Next Client

3:30 PM—5:30 PM Business Law Basics

6:00 PM—8:30 PM Marketing Made Easy

6:00 PM—8:00 PM How to Write an Independent Contractor Agreement

5/5
10:00 AM—12:00 PM Troubleshooting Your Website plus SEO & Social Media

10:00 AM—11:30 AM HUBZone and Women Owned Small Business Program Certifications

12:00 PM—1:30 PM SBA 8(a) Business Development Program Certification

6:00 PM—8:30 PM Taxes and Your Business—How to Prepare Schedule C

5/9
12:30 PM—2:30 PM Business Law Explained Simply for Startups

5/10
9:00 AM—12:00 PM Hiring and Retention of Employees

6:00 PM—8:00 PM RS II: How to Operate a Profitable Restaurant—Beyond Food Costing

5/11
9:00 AM—3:00 PM Federal/State Basic Payroll Tax Seminar

5/12
9:00 AM—1:00 PM Understanding the Financial Structure of Your Business

6:00 PM—8:30 PM IDEAS TO ASSETS: A Practical Guide to Patents, Copyrights and Trademarks

6:00 PM—8:00 PM Money Matters—Profit & Loss Statement

5/17
1:30 PM—3:30 PM—Small Business Bookkeeping

6:00 PM—8:00 PM 12 BIG Mistakes Small Employers Make

6:00 PM—8:00 PM Be a Part-Time Business Owner AND Keep Your Job!

5/18
6:00 PM—8:00 PM—Preventive Business Law

Register online for SBA classes at: sbatrainings.eventbrite.com

Register online for SF SCORE classes at: sanfranciscoscore.eventbrite.com

Register online for SF Small Business Development Center classes at: nc.ecenterdirect.com/Conferences.action

A to Z

Day By Day

success by making your idea the most persuasive possible by presenting it the best way possible. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

Preventive Business Law for Every Entrepreneur

5/18, 6:00 PM – 8:00 PM - This workshop introduces self-help methods and resources for: business contracts, intellectual property protection, funding agreements, customer agreements, employee and independent contractor agreements, vendor agreements, commercial leases, and legal entity choices. You will also learn how to carefully investigate and choose the right parties to do business with. Although taught by an experienced business attorney, this class does not constitute legal advice. Registration Required. Register online at <http://sbatrainings.eventbrite.com> Presented by the San Francisco Community Business Law Center.

Primeros Pasos para Comenzar un Negocio con Éxito

5/24, 5:30 PM – 8:00 PM En este curso aprenderá como usar los servicios gratis o bajo precio del Centro de Desarrollo para Pequeños Negocios, los atributos importantes para ser un empresario exitoso e información de recursos de gran valor para empezar. Tome la oportunidad de aprender sobre licencias y permisos, planeamiento del negocio y mucho más. Enrólese hoy en nuestra clase y aprenda cuales son los factores más importantes que cada empresario nuevo debe saber antes de empezar un negocio. <http://nc.ecenterdirect.com/events/26203>

QuickBooks Made Easy

5/3, 3:00 PM – 5:00 PM, \$35 - Learn how to use QuickBooks; how to link to your bank account; download transactions; to create invoices, balance accounts, run reports, manage accounts receivable, etc. Register: www.sanfranciscoscore.eventbrite.com

Raising Money, An Angel Investors View

4/26, 9:00 AM – 12:00 PM, \$45 - Learn about fund raising from seasoned angel investors. Topics such as the following will be covered: How to find and select the angels; What do angles look for; What prompts them to fund an enterprise; Due Diligence process. Attendees will be provided with a generic pitch, valuation methods and term sheets. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

RS I: Checklist for Starting a Restaurant

4/12, 6:00 PM – 8:00 PM Learn the basics of opening a new restaurant. Topics include business plan development, sources and uses of funds, financial modeling, jurisdictional compliance, location and lease feasibility, pre-opening marketing strategies, HR fundamentals, POS and bookkeeping, vendor relationships and cash-flow management. Visit: <http://nc.ecenterdirect.com/events/26198> Presented by the San Francisco Small Business Development Center.

RS II: How to Operate a Profitable Restaurant - Beyond Food Costing

5/10, 6:00 PM – 8:00 PM Learn basic tools to manage critical costs to industry standards. Strategies to control these costs will include POS and bookkeeping integrity, benchmarking, inventory management, cost/price analysis, scheduling and labor costing, and employee benefit management. Visit: <http://nc.ecenterdirect.com/events/26200> Presented by the San Francisco Small Business Development Center.

RS III: Benchmarking Performance & Financial Reporting Tools

6/9, 6:00 PM – 8:00 PM Individuals will learn how to develop an effective operating budget for their restaurant based on industry average target cost ratios; weekly and period-end reporting strategies, comparing actual performance budget and how to turn variances into actionable goals. Visit: <http://nc.ecenterdirect.com/events/26206> Presented by the San Francisco Small Business Development Center.

SBA 8(a) Business Development (BD) Certification Workshop

4/7, 5/5 and 6/9, 12:00 PM – 1:30 PM This workshop is for small firms owned by socially and economically disadvantaged individuals interested in being certified for SBA's 8(a) Business Development Program. Register online at: <http://>

sbatrainings.eventbrite.com

Small Business Bookkeeping

4/5, 5/17 and 6/23, 1:30 PM – 3:30 PM Topics include; cash vs. accrual accounting, proper accounting data flow processes, budgeting, the purpose of different financial reports, differences in computer accounting systems, cash management and much more. Presented by the San Francisco Small Business Development Center.

Small Business Taxes

4/26 and 6/20, 3:00 PM – 5:00 PM, \$35 - Save money on your taxes by learning the IRS rules and regulations that apply to small-business owners, and get answers to your tax questions in this informative, interactive live seminar covering tax deductions, incorporations, LLCs, and commonly used tax strategies. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

Starting a Business in San Francisco

4/6, 5/4 and 6/8, 11:00 AM - 12:30 PM You will hear directly from the San Francisco Office of Small Business on rules, regulations, and important considerations for starting a business in San Francisco. Learn how to register your business, file a fictitious business name, and obtain other permits and licenses. Register online at: <http://sbatrainings.eventbrite.com>

State Payroll Tax Workshop

4/13, 9:00 AM – 3:00 PM Learn how to calculate state taxes and complete state payroll tax forms. The workshop is recommended for those who have previously attended a Federal/State Basic Payroll Tax Seminar or for those familiar with state payroll tax reporting but who would like additional practice. Presented by the California EDD Tax Office. Register at <http://sbatrainings.eventbrite.com> or Call 866 873-6083.

Target Marketing Strategies

4/7, 1:30 PM – 3:30 PM Learn the basic fundamentals of target marketing and how to identify your customer. Are you familiar with the terms; demographics, psychographics and do you know what your NAICS code is? If not, you could be missing out on creating customers daily. Visit: <http://nc.ecenterdirect.com/events/26197> Presented by the San Francisco Small Business Development Center.

Taxes and Your Business, How to Prepare Schedule C

5/5, 6:00 PM - 8:30 PM Learn what the IRS wants to know from you and how to report it on the Schedule C for your business. This is a class for business owners who need a basic understanding of their 1040 Schedule C tax forms and what to do with the numbers once you have them. Taking this class won't guarantee you won't get audited, but this class will make it less likely. Register: <http://sbatrainings.eventbrite.com>

Troubleshooting Your Website plus SEO & Social Media Tips

4/7, 5/5 and 6/2, 10:00 AM – 12:00 PM, \$35 - Deciding a domain name, or where to host your site can pose a problem; What do you need to know about design to serve your business? How do you develop a site for easy navigation? What's SEO and why is it important? Learn basics of website development plus SEO and Social Media tips. Presented by SF SCORE Chapter 10. Register online at www.sanfranciscoscore.eventbrite.com or call 415-744-6827 for more information.

Understanding the Financial Structure of Your Business

5/12, 9:00 AM – 1:00 PM, \$55 - The following topics will be covered: Startup Costs; Sales Forecasting; Operating Expenses; Cash Flow; Breakeven Analysis; Financial Reports. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

Writing an Effective Business Plan

6/21, 9:00 AM – 4:00 PM, \$75 - Whether you are planning to start a new business or developing the potential of your existing company, a business plan is a critical foundation. In this hands-on workshop, we will demystify the process. You will also develop a template for your own business that covers: Products/Services, Organization, Marketing, Customers, Finances and Market Research. Presented by SF SCORE. For more information, contact San Francisco SCORE Chapter 10 at 415-744-6827 or www.sanfranciscoscore.eventbrite.com

for Every Entrepreneur

5/19
6:00 PM—8:00 PM Money Matters—Cash Flow

5/23
8:30 AM—5:00 PM How to Start and Manage a Small Business

5/24
5:30 PM – 8:00 PM Primeros Pasos para Comenzar un Negocio con Éxito

5/26
10:00 AM—12:00 PM Finding Venture Capital for Your Business

6:00 PM—8:00 PM Money Matters—Balance Sheet

June

6/2
9:00 AM—12:00 PM Leadership and Supervision for Business Owners

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6/8
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6/14
8:30 AM—3:30 PM Effective Consulting: How to Start (or Improve) Your Consulting Business

6/15
9:00 AM—3:00 PM Federal/State Basic Payroll Tax Seminar

6/20
3:00 PM—5:00 PM Small Business Taxes

6/21
9:00 AM—4:00 PM Writing an Effective Business Plan

6/23
1:30 PM—3:30 PM Small Business Bookkeeping

6:00 PM – 8:00 PM Inicio del Plan de Negocios Parte 1

6/27
8:30 AM—5:00 PM How to Start and Manage a Small Business



Congratulations to Equator Coffees and Teas!

Equatorcoffees.com

*US Small Business Administration
California 2016
Small Business of the Year*

San Jose

Silicon Valley SCORE—Tuesday, May 3, 2016

10 am—12:00 PM —Introduction to Government Contracting

Register at: <http://sbatrainings.eventbrite.com> Email: sfomail@sba.gov.

San Jose City Hall Rotunda—Friday May 6, 2016

8 am to 10 am—National Small Business Week: Immigrant Entrepreneurs

- Speakers to include: San Jose Mayor Sam Liccardo, SBA Administrator Maria Contreras-Sweet and local successful immigrant business owners
- Simultaneous translation available to Spanish and Vietnamese speakers

10 am to 1 pm—5th Annual Summit on Entrepreneurship & Innovation

- Workshops on Making Social Media Work for you, Access to Capital, and Financial Dashboards
- Get matched up with a business mentor (Spanish and Vietnamese speaking mentors available)

Registration: 5thsummit.eventbrite.com

Oakland

Monday May 2, 2016—Oakland City Hall, 1 Frank Ogawa Plaza, Oakland

8 am to 5 pm—Diversity in Entrepreneurship is Good Business

- Panels for Women, Veteran, Minority, and LGBT Entrepreneurs

5:30 pm to 7:30 pm—Celebrating Oakland Business: Legacy and Future

- Reception honoring Oakland's Family-Owned Businesses

Tuesday May 3, 2016—EBMUD Headquarters, 375 11th Street, Oakland

8:30 am to 12:30 pm—Small Business Certification, Procurement, and Marketing Opportunities in the Public and Private Sector

Wednesday May 4, 2016—Oakland City Hall, 1 Frank Ogawa Plaza, Oakland

8:30 am to noon—Expanding Oakland's Economy through Access to Capital

Thursday May 5, 2016—Location TBD

9:30 am to 5 pm—The Business of Art: Makers & Artists



Monday May 23, 2016—Flavors—Metreon

Tuesday May 24, 2016—Latino , Asian American and Pacific Islander, African-American and LGBT Entrepreneurs Affinity Events

Wednesday May 25, 2016—Small Business Awards Ceremony (Private Event)

Thursday May 26, 2016—Small Business Conference—City College, North Beach/Chinatown Campus

Friday May 27, 2016—Growing Veteran-Owned Small Business—San Francisco War Memorial

Saturday May 28, 2016—Sidewalk Sales—Citywide

Registration: sfsmallbusinessweek.com/events

For classes being held at the SBA's Entrepreneur Center during both National and San Francisco Small Business Week, please visit: <http://sbatrainings.eventbrite.com>