



Sept. 5-Dec. 5, 2006 Cost: \$100 A 12-week training program for new and prospective business owners

Sponsors: City of Shreveport/Community Development * Greater Shreveport Chamber of Commerce
LSUS Small Business Development Center * Southern University at Shreveport * Bossier Chamber of Commerce



Louisiana State University in Shreveport
Small Business Development Center
One University Place
Shreveport, LA 71115

Non-Profit Org.
U.S. Postage
PAID
Permit No. 1134
Shreveport, LA

Business & Entrepreneurial Skills Training Registration Form

Pre-registration and pre-payment is required to reserve your space. First-come, first-served. Registration priority will be given to those registering for the complete program. Registration for individual subject areas will be taken on a space available basis.

Because of the low cost of the course, no refunds will be issued. Substitutions OK.

Please make \$100 check or money order payable to **City of Shreveport-Community Development**.
Enclose with this form and mail to:

Company _____
Name _____
Address _____
City: _____ State _____
ZIP/Postal Code: _____ Day Phone _____
Fax _____ Email _____
City of Shreveport-Community Development
Attn: Felicia Bell
P.O. Box 31109
Shreveport, LA 71130

Payment must be received by Aug. 25. Register early. Classes limited to 40 people and fill quickly for this popular program!





ABOUT THE PROGRAM

The BEST program targets those who are seriously considering starting or have recently started a small business. However, existing businesses who want to grow also benefit from these classes.

Each night is packed with planning tools and management information taught by a team of small business experts and entrepreneurs from Shreveport-Bossier City. These practical, interactive classes also provide opportunities to network with other entrepreneurs just like you!

Cost: \$100 (Spouse may attend for \$75)

Preference is given to those who register for the entire program. Individual classes may be taken if space is available.

FALL 2006 SCHEDULE

Classes meet 6 to 8:30 p.m. Tuesdays

Sept. 5 ORIENTATION

Southern University Small, Women, and Minority-Owned Business Incubator

Hosted by the Bossier Chamber of Commerce
4000 Viking Drive/Bossier City
6-7 p.m.

SOUTHERN UNIVERSITY/BOSSIER CITY

Classes meet at Small, Women & Minority-Owned Business Incubator

Sept. 12	Business Plan Development
Sept. 19	Legal Entities & Issues
Sept. 26	Record Keeping
Oct. 3	Record Keeping (cont.)
Oct. 10	Marketing
Oct. 17	Marketing (Cont.)

LSU IN SHREVEPORT

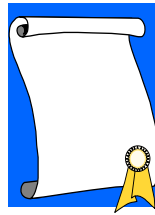
Classes meet in LSU University Center Webster Room

Oct. 24	Cash Flow Projections
Oct. 31	Cash Flow Projections (Cont.)
Nov. 7	Managing Your Business
Nov. 14	Risk Management
Nov. 21	Business Tax Requirements
Nov. 28	Financing Your Business

Dec. 5 RECOGNITION CEREMONY

Hosted by Greater Shreveport Chamber of Commerce and Sam's Town

SAM'S TOWN
HOTEL & CASINO SHREVEPORT



COURSE REQUIREMENTS

During the program, participants will work on a business plan that will serve as a road map for the business and address the strengths and weaknesses of the business or business concept. Participants will be given business plan assignments and be required to prepare a written executive summary highlighting the key points of the business plan to receive a Certificate of Graduation.

Attendance will be stressed. To qualify for graduation, participants must miss three or fewer classes. **Certificates of Participation** will be given to all participants.

Upon completion of the program, the participant is eligible to receive up to 3.0 Continuing Education Units (CEU's) if desired. **There is an additional \$15 charge for this service.**



**City of Shreveport
Community Development**

Contact: Felicia Bell 673-7525



**Greater Shreveport
Chamber of Commerce**

Contact: Tim Miles 677-2508



**LSUS Small Business
Development Center**

Contact: Jane Allison 797-5144



**Southern University
at Shreveport**

Contact: Darrin Dixon 741-2760



**Bossier Chamber of
Commerce**

Contact: Lisa Johnson 746-0252



WHAT OUR GRADUATES SAY

"The BEST course refreshed my memory of many things I had studied in college, and new ideas were introduced as well. It's a jewel, and I'm so glad I was directed to the program. I recommend this course to all who are thinking of starting a business."

**Vershone Franks, Shreveport
Prospective Business Owner**

I highly recommend the BEST course for any potential small business ventures. Everything you need to know to run your business is there. ... All the information has been invaluable and has provided me with great insight into how successful businesses are run.

**Kristi Jones, Kristi Jones (Jewelry)
Designs
Fall 2005 BEST Graduate**

"I was in business three years prior to taking this class. The class helped me tremendously. Even the classes I thought I wouldn't get much out of reinforced that I was using good business practices. I rate this class an A+."

**Carolyn Sartori, The Uniform Place
Spring 2005 BEST graduate**

The LSUS SBDC is a service center of the Louisiana Small Business Development Center (LSBDC). The LSBDC operates in partnership with the U.S. Small Business Administration under Cooperative Agreement Number 5-603001-Z-0019-21 and Louisiana Economic Development. The support by the U.S. Small Business Administration through such funding does not constitute an express or implied endorsement of the cosponsor(s) or participants' opinions, products or services.

The Small Business Development Center will not discriminate against anyone based on color, sex, race, religion, creed or ethnic background. Special arrangements for handicapped individuals will be made with reasonable prior notification.