



**Sept. 8-Dec. 8, 2009 Cost: \$100 A 12-week training program for new and prospective business owners**

**Sponsors:** City of Shreveport/Community Development \* Greater Shreveport Chamber of Commerce  
Louisiana Small Business Development Center at LSUS \* 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.**

Company \_\_\_\_\_ Please make \$100 check or money order payable to **City of Shreveport-Community Development.**

Type of Business \_\_\_\_\_ Enclose with this form and mail to:

Name \_\_\_\_\_  
Address \_\_\_\_\_ City of Shreveport-Community Development

City: \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_  
Attn: Felicia Bell

Email \_\_\_\_\_ P.O. Box 31109  
Shreveport, LA 71130



**Payment must be received by Sept. 1. 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 \$75)**

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



**City of Shreveport  
Community Development**  
Contact: Felicia Bell 673-7525



**Greater Shreveport  
Chamber of Commerce**  
Contact: Jim Mabus 677-2528



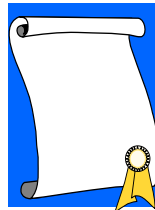
**Louisiana Small Business  
Development Center  
at LSU in Shreveport**  
Contact: Jane Allison 797-5144



**Southern University  
at Shreveport**  
Contact: Darrin Dixon 741-2760



**Bossier Chamber of  
Commerce**  
Contact: Lisa Johnson 746-0252



## 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.

### FALL 2009 SCHEDULE

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

**SEPT. 8 ORIENTATION 6 pm**  
**Southern University Small, Women, and Minority-Owned Business Incubator**  
**4000 Viking Drive/Bossier City**  
*Hosted by the Bossier Chamber of Commerce*

### SOUTHERN UNIVERSITY/BOSSIER CITY

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

Sept. 15	Business Plan Development
Sept. 22	Legal Entities & Issues
Sept. 29	Record Keeping
Oct. 6	Record Keeping (cont.)
Oct. 13	Marketing
Oct. 20	Marketing (cont.)

### LSU IN SHREVEPORT

*Classes meet in LSUS University Center Webster Room*

Oct. 27	Managing Your Business
Nov. 3	Cash Flow Projections
Nov. 10	Cash Flow Projections (cont.)
Nov. 17	Risk Management
Nov. 24	Small Business Taxes
Dec. 1	Financing Your Business

**Dec. 8 RECOGNITION CEREMONY 7 pm**  
**400 Edwards St.**  
**Downtown Shreveport**

*Hosted by Greater Shreveport Chamber of Commerce*



## WHAT OUR GRADUATES SAY

*"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**

*"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, Prospective Business Owner**

*"This was the best \$100 that I ever spent. I highly recommend the program."*

**Shanna Johnson, Rolling Rehab**

*"I used the knowledge from the class to better understand what I am doing in business."*

**Eddie Brumfield, JACE Consulting**

*"A mini MBA!"*

**Faith Pease, Hands of Peace**

\*\*\*\*\*

The Louisiana SBDC at LSUS 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 9-603001-Z-0019-5 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.