

Entrepreneurship Training Catalog [January – July 2018]



Date	Class Title	Time	Location
Wednesday, January 10	FastTrac® for Aspiring Entrepreneurs I: The Entrepreneurial Lifestyle	5:30p-8:30p	ULLA, Ste. 110
Wednesday, January 24	FastTrac® for Aspiring Entrepreneurs II: The Business Model Canvas	5:30p-8:30p	ULLA, Ste. 110
Thursday, January 25	Stop Discounting and Start Value-counting: How to Profitably Price Your Services	5:30p-8:30p	ULLA, Ste. 110
Wednesday, January 31	FastTrac® for Aspiring Entrepreneurs III: Reaching the Market	5:30p-8:30p	ULLA, Ste. 110
Monday, February 5	FastTrac® for Aspiring Entrepreneurs IV: Distribution and Sales + Forecasting	5:30p-8:30p	ULLA, Ste. 110
Wednesday, February 21	FastTrac® for Aspiring Entrepreneurs V: Building the Organization and Team	5:30p-8:30p	ULLA, Ste. 110
Monday, February 19	Product Development: Process Not Product with Realized Designs Projects	5:30p-7:00p	ULLA, Ste. 110
Wednesday, February 28	FastTrac® for Aspiring Entrepreneurs VI: Understanding Your Financial Needs, Assumptions, and Funding Options	5:30p-8:30p	ULLA, Ste. 110
Monday, March 5	Which Business Certification is Right for Me?	9:00a-11:00a	ULLA, Ste. 110
Tuesday, March 6	Reboot for Veteran Entrepreneurs (Co-Hosted by SBA LA District Office + VBOC)	9:00a-3:00p	ULLA, Ste. 110
Monday, March 12	FastTrac® for Aspiring Entrepreneurs VII: The Business Plan + Launch!	5:30p-8:30p	ULLA, Ste. 110
Wednesday, April 4	HR Series – Session I: Recruiting, Hiring, and Onboarding the Right People	12:00p-2:00p	RTMC Conf. Rm. 10 Veterans Blvd.
Wednesday, April 11	HR Series – Session II: Influencing, Developing, and Retaining Your Employees	12:00p-2:00p	RTMC Conf. Rm. 10 Veterans Blvd.
Friday, April 20	HR Series – Session III: Performance Management and Termination	12:00p-2:00p	RTMC Conf. Rm. 10 Veterans Blvd.
Monday, April 23	Leveraging Your Customer Buying Process to Increase Sales	1:00p-4:00p	RTMC Conf. Rm. 10 Veterans Blvd.
Tuesday, May 1	Funding Series: Session I – Funding Sources + Your Personal Financial Statement	9:00a-10:30a	ULLA, Ste. 110
Tuesday, May 8	Funding Series: Session II – Examining Your Business' Financial Needs	9:00a-10:30a	ULLA, Ste. 110
Tuesday, May 15	Funding Series: Session III – Putting Your Funding Package Together	9:00a-10:30a	ULLA, Ste. 110
Tuesday, May 22	Understanding Business Financials + QuickBooks for Beginners	9:00a-12:00a	ULLA, Ste. 250
Friday, June 1	Export Dat!: International Trade and Export Opportunities for Small Businesses	9:00a-11:30a	1350 Port of New Orleans Place
Thursday, June 7	Webinar – 2018 Marketing Trends: What You Should Be Doing Now!	12:00p-1:15p	Webinar
Thursday, June 14	Webinar – The Busy Bee: How to Prioritize for Productivity and Profits	12:00p-1:15p	Webinar
Tuesday, June 19	Webinar – Louisiana Economic Development Programs	12:00p-1:15p	Webinar
Tuesday, June 26	Webinar – Customer Relationship Management 101	12:00p-1:15p	Webinar
Wednesday, July 11	The Butterfly Effect: How to Increase Sales and Retain Customers by Improving Customer Service	1:00p-4:00p	RTMC Conf. Rm. 10 Veterans Blvd.

Contractor's Training Catalog [January – July 2018]



Date	Class Title	Time	Location
Friday, January 12	Intermediate QuickBooks and Costing for Contractors	9:00a-12:00p	ULLA, Ste. 250
Friday, January 26	Crafting an Effective Capability Statement	9:00a-11:00a	ULLA, Ste. 110
Friday, February 2	PlanSwift Scheduling Software Training	9:00a-12:00p	ULLA, Ste. 250
Thursday, February 15	Work-In-Progress Accounting for Contractors	10:00a-12:30a	ULLA, Ste. 250
Friday, February 23	Bid Prep for Contractors	9:00a-11:30a	ULLA, Ste. 250
Friday, March 2	Scheduling and GANTT Chart Training	9:00a-1:00p	ULLA, Ste. 250
Friday, March 9	G702 & 03 Pay Apps and Certified Payroll Training for Contractors	9:00a-11:00a	ULLA, Ste. 250
Tuesday, March 13	Project Management with CORE Construction	9:00a-12:00p	ULLA, Ste. 110
Friday, April 6	Intermediate QuickBooks and Costing for Contractors	9:00a-12:00p	ULLA, Ste. 250
Tuesday, April 24	Tracking Production Rates	9:00a-12:00p	ULLA, Ste. 110
Friday, May 11	PlanSwift Scheduling Software Training	9:00a-12:00p	ULLA, Ste. 250
Friday, May 18	UDA ConstructionSuite Estimating Software Training	9:00a-3:00p	ULLA, Ste. 250
Tuesday, June 5	Crafting an Effective Capability Statement	9:00a-11:30a	ULLA, Ste. 110
Thursday, June 21	Bid Prep for Contractors	9:00a-11:30a	ULLA, Ste. 110
Friday, July 13	Work-In-Progress Accounting for Contractors	9:00a-11:30a	ULLA, Ste. 250
Tuesday, July 24	Opportunities in Sustainable Infrastructure and Green Projects for Contractors	9:00a-11:30a	RTMC Conf. Rm. 10 Veterans

Entrepreneurship Training Catalog – Baton Rouge [January – July 2018]



Date	Class Title	Time	Location
Tuesday, January 30	Construction Bid Prep (For Contractors)	11:00a-2:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Tuesday, February 27	Crafting an Effective Capability Statement (For Contractors)	12:00p-2:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Wednesday, April 18	Branding for Small Businesses: Start with Your Why	12:00p-3:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Wednesday, May 16	Stop Discounting and Start Value-counting: How to Profitably Price Your Services	12:00p-3:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Wednesday, May 23	The Butterfly Effect: How to Increase Sales and Retain Customers by Improving Customer Service	12:00p-3:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Thursday, June 7	Webinar – 2018 Marketing Trends: What You Should Be Doing Now!	12:00p-1:15p	Webinar
Thursday, June 14	Webinar – The Busy Bee: How to Prioritize for Productivity and Profits	12:00p-1:15p	Webinar
Friday, June 15	E-Commerce Essentials: Your Guide to Selling Online	12:00p-3:00p	Goodwood Library 7711 Goodwood Blvd., Conf. Room 102
Tuesday, June 19	Webinar – Louisiana Economic Development Programs	12:00p-1:15p	Webinar
Tuesday, June 26	Webinar – Customer Relationship Management 101	12:00p-1:15p	Webinar



Contractor Trainings – Descriptions

Bid Prep	Course highlights how to create a scope sheet that itemizes inclusions/exclusions of the job to ensure that your bid proposal will net a profit. Attendees will also gain an understanding of how to effectively utilize the following project components in the bidding process: profit margins, labor burden, overhead, taxes on materials, contingency budget, Davis Bacon Act.
Crafting an Effective Capabilities Statement	During this interactive workshop, participants will learn the key components of a capabilities statement and will be given guidance on crafting these elements to fit their business model and offerings. Business advisors will be on hand to assist attendees for one-on-one support. Laptops are encouraged but not required.
G702 & 03 Pay Apps and Certified Payroll Training	Managing your back office processes is vital to ensuring timely payments and profitability for your construction company. Experts will provide information and tool help you streamline processes, ensure compliance, and help you to effectively manage your certified payroll and other required reporting procedures.
Intermediate QuickBooks and Costing	Take a deeper look at how QuickBooks can help you manage projects and their related budgets. Attendees will learn to effectively: 1) link expense accounts to income accounts in QuickBooks, 2) tell the difference between account names and designations, and 3) create smooth inflows and outflows.
PlanSwift	Learn the estimating software that will help you prepare a winning bid. Course features a hands-on approach to learning the PlanSwift Takeoff and Estimating software. Attendees will have the use of computers with the software included, which will enable them to practice: 1) Importing Plans, 2) using Point and Click Estimating, and 3) exporting and printing with ease.
Project Management by CORE Construction	Review CORE Construction's Operational Excellence procedures, discuss the importance of 'Safety on All Projects', and review the processes necessary for Project Management.
Scheduling and Gantt Chart	Course will help contractors to avoid scheduling conflicts by tracking and managing resources with UDA Resource Allocation. Beyond providing a direct link between the contact database and UDA Schedules, UDA Resource Allocation enables you to automatically send reminders, generate reports, and be warned of expiring insurance and certificates (in select versions).
Tracking Production Rates	The process of tracking production is one of the most important skills that a project leader can master. Whether you're a crew leader, foreman, superintendent, or project manager, learning the skills necessary for effective production tracking will significantly impact your business. During this session, learn effective methods for tracking production rates.
UDA ConstructionSuite	UDA ConstructionSuite offers a simpler, more effective way to manage every stage of your construction projects. This software was designed to integrate seamlessly with a number of other software systems and includes: estimating, job costing, project management, scheduling, document management, Work-In-Progress, and Customer Relationship Management.
Work-In-Progress Accounting	This workshop will help you: 1) determine the status of contracts utilizing the WIP schedule, 2) how to use earned revenue to determine projections, 3) understand your profit in a project and how to maximize it, 4) how to use WIP with budgeting and setting goals, and 5) track inefficiencies of a project and locate areas needed for improvement.

Sponsors



P R O G R A M M A N A G E M E N T

