

Highlight

Basic Workers' Compensation for Medical Office Staff

March 25 – The Small Business Development Center will host a session on Workers' Compensation at the UTPA Annex .

Presented by the Texas Department of Insurance Division of Workers' Compensation, this six-hour workshop is designed for health—care provider office staff and insurance carrier representatives.

It is approved for six TDI CE credits for Insurance Adjusters. The fee is \$49 per person and includes lunch.

Registration is required as seating is limited. To sign up, please call the SBDC at (956) 292-7535.



Funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable arrangements for persons with disabilities will be made, if requested at least two weeks in advance. Assistance for the hearing impaired can be attained by calling the TDD at (956) 384-5071. For additional information, telephone is (956) 292-7535 or visit the SBDC website at www.utpa.edu/sbdc.

SBDC Calendar of Events MARCH 2010

SUN	MON	TUE	WED	THU	FRI	SAT
	1 Dale Carnegie Week 6-E	2 Basics in Business-E QuickBooks 201-E	3 Financing Options-O QuickBooks 201-E	4 QuickBooks 201-E Tax Tips for Small Businesses-O	5 Technology Entrepreneurship Boot Camp-E	6
7	8 Dale Carnegie Week 7-E	9 ABC's of Government Contracting-B Como Iniciar Un Negocio-E Latina Hope-E	10 Marketing Your Business-O Tax Tips for Small Businesses-H Latina Hope-O	11 Como Hacer Negocios/Day 1-E Latina Hope-O	12 Como Hacer Negocios/Day 2-E	13
14	15 Dale Carnegie Week 8-E	16 The Power of Business Planning-B Basics in Business-E	17 St. Patrick's Day	18	19	20
21	22 Dale Carnegie Week 9-E	23 Customer Service Plus-B The Power of Business Planning-E Latina Hope-E	24 Latina Hope-O	25 Credit & Identity Theft-O Team Member Engagement-O Workers Compensation-E Latina Hope-O	26	27
28	29 Dale Carnegie Week 10-E QuickBooks Lunch 'n Learn-E	30 Export Symposium-O Basics in Business-E	31 Meet the Buyer-H Many Hats of Small Business Ownership—O Focus Four-E			

E—EDINBURG

H—HARLINGEN

B—BROWNSVILLE

O—OTHER

The University of Texas-Pan American Small Business Development Center

EDINBURG

- 3/1, 3/8, 3/15, 3/22, 3/29 **Dale Carnegie Training: The 12-Week Program**— A leadership course for those wanting to excel professionally and personally! Call (361) 692-1912 for course, waiting list, and fee information. (UTPA Annex, Edinburg) 6 pm– 9:30 pm *Presented in partnership with Dale Carnegie Training of South Texas
- 3/2, 3/16, 3/30 **Basics in Business**—Learn about permits, licenses, etc. to get your business started. Recommended course for new clients. Fee: None (UTPA Annex, Edinburg) 3/2 from 2 pm– 4 pm, 3/16 from 6pm—8 pm **AND 3/30** from 10 am—12 pm
- 3/2 **QuickBooks 201: Analyzing QuickBooks Reports** , 3/3 **QB 201: Payroll & Progress Invoicing** 3/4 **QB 201: Project Tracking & Billing**— 3 advanced courses taught by a certified Quick Books instructor & CPA. Recommended for active clients. Fee \$ 69 each or \$ 169 for 3 (UTPA Annex, Edinburg) 6 pm– 9 pm * PRE-REGISTRATION W/PAYMENT REQUIRED. SEE FLYER FOR ADDITIONAL RESTRICTIONS * *Presented by David Carrales, CPA.*
- 3/5 **UTPA Technology Entrepreneurship Boot Camp**— UTPA's 2nd annual conference on tech-based entrepreneurship in the Rio South Texas Region will bring together the entrepreneurial community to discuss opportunities and regional competitive advantages for commercializing technological innovation. Fee: **\$25 NOW FREE!** (UTPA engineering Auditorium, Edinburg) *For registration or more information, call Allan Beck at 956/318-8947
- 3/9 **Como Iniciar Un Negocio**— Aprenda lo necesario para abrir su propio negocio. Cuota: Gratis (UTPA Annex, Edinburg) 10 am– 12 pm
- 3/10, 3/23 **Latina Hope**— El programa está diseñado para ayudar a las mujeres de las minorías desfavorecidas económicamente en el condado de Hidalgo que tienen un interés en negocio empresariales basado en casa. Cuota: Gratis (Arise-Muniz, Edinburg) 10-12 pm *In partnership with Mc Allen Chamber of Commerce, Wells Fargo/ Wachovia and United Way of South Texas.
- 3/11 & 12 **Como Hacer Negocios En Los Estados Unidos: Un Enfoque De Alcance Binacional**— ¿Desea abrir su propio negocio o tener una relación comercial en los Estados Unidos? ¡ La conferencia "Como Hacer Negocios en los Estados Unidos" brindará las herramientas necesarias para establecer su negocio o intercambiar comercio en los EEUU! Costo: \$50 Inscripción temprana \$40 (termina en 5 de marzo) (UTPA Annex, Edinburg) 8 am– 4 pm
- 3/23 **The Power of Business Planning**— Learn about the components of a business plan, a necessary tool for obtaining financing. Recommended for active clients. Fee: None (UTPA Annex, Edinburg) 6 pm—8 pm
- 3/25 **Workers Compensation for Medical Office Staff**— This six-hour workshop is designed for health-care provider office staff and insurance carrier representatives, and is approved for six TDI CE credits for Insurance Adjusters. Fee: \$49, includes lunch. (UTPA Annex, Edinburg) 9 am– 4 pm.
- 3/29 **QuickBooks Lunch 'n Learn**— Are you a QuickBooks user or thinking of using this software in your business? Do you have recurring questions and don't know who to ask? Join us for an ongoing forum on using QuickBooks to manage your books. Fee: None (UTPA Annex, Edinburg) 11:30-1:30 pm * *In partnership with Salinas, Allen & Schmitt, L.L.P*
- 3/31 **Focus Four Hazards**— This seminar is designed to help workers recognize the four most important hazards in the construction industry—falls, electrocutions, struck-by and caught-in between hazards. Fee: None (UTPA Annex, Edinburg) 2:30 pm-5 pm **Presented by Manuel Pescador, OSHA authorized outreach trainer *In partnership with Rio South Texas Regional PTAC & the Construction Safety Council*

HARLINGEN

- 3/10 **Tax Tips for Small Businesses with H&R Block**— Is your business ready for the tax season? H&R Block presents valuable tips on how to do your business taxes. Recommended for active clients. Fee: None (Harlingen Area Chamber of Commerce, Harlingen) 2 pm-4 pm * *In partnership with H&R Block*
- 3/31 **Meet the Buyer**— Are you ready to showcase your product or service to agency buyers? Join UTPA, UTB and TSTC for the "Meet the Buyer" session Fee: None (Harlingen Area Chamber of Commerce, Harlingen) 2-4 pm **Presented in Partnership with Rio South Texas Regional PTAC*

BROWNSVILLE

- 3/9 **The ABC's of Government Contracting**— Learn how the Government buys, Selling to the Government, Myths and Realities of Government Contracting and much more. Fee: None (Brownsville Chamber of Commerce, Brownsville) 9 am– 12 pm **Presented in Partnership with Rio South Texas Regional PTAC*
- 3/16 **The Power of Business Planning**— Learn about the components of a business plan, a necessary tool for obtaining financing. Recommended for active clients. Fee: None (Brownsville Chamber of Commerce, Brownsville) 2 pm— 4 pm
- 3/23 **Customer Service Plus**— Nowadays, customers are smarter, more demanding, and more mobile than ever. Exceeding customer expectations may seem impossible, but this seminar will help you meet and exceed customers' expectations. Recommended for active clients. Fee: None (Brownsville Chamber of Commerce, Brownsville) 2 pm– 4 pm

OTHER

- 3/3 **Financing Options for Small Businesses**— Are you interested in obtaining a business loan? Are you prepared to visit with your banker Find out the necessary information you'll need prior to meeting with a lender. Join SBA, ACCION Texas and Lone Star National bank for a panel discussion on financing. Fee: None (Mc Allen Hispanic Chamber of Commerce, Mc Allen) 9-11 am
- 3/4 **Tax Tips for Small Businesses with H&R Block**— Is your business ready for the tax season? H&R Block presents valuable tips on how to do your business taxes. Recommended for active clients. Fee: \$10 Members, \$15 Non-Members (South Padre Island Chamber of Commerce, South Padre Island) 9 am-11 am
- 3/10 **Marketing your Business**— Join Val Pack and Univision Radio for a roundtable discussion on low cost marketing strategies. Fee: None (Pharr Chamber of Commerce, Pharr) 2 pm– 4 pm
- 3/10, 3/24 **Latina Hope**— El programa está diseñado para ayudar a las mujeres de las minorías desfavorecidas económicamente en el condado de Hidalgo que tienen un interés en negocio empresariales basado en casa. Cuota: Gratis (Arise-Support Center, Alamo) 10-12 pm *En colaboración con McAllen Chamber of Commerce, Wells Fargo/ Wachovia and United Way of South Texas.
- 3/11, 3/25 **Latina Hope**— El programa está diseñado para ayudar a las mujeres de las minorías desfavorecidas económicamente en el condado de Hidalgo que tienen un interés en negocio empresariales basado en casa. Cuota: Gratis (Arise-Las Milpas, Pharr) 10-12 pm *En colaboración con McAllen Chamber of Commerce, Wells Fargo/ Wachovia and United Way of South Texas.
- 3/25 **Credit & Identity Theft: Understanding & Protecting Credit Information for Small Businesses**— Join credit expert Janie Alegria from Consumer Credit Counseling Service of South Texas as she uncovers the mystery of understanding credit and gives tips on how to protect personal and client information from identity thieves. Fee: None. (Greater Mission Chamber of Commerce, Mission) 12 pm– 2 pm. **Presented in partnership with Consumer Credit Counseling Service of South Texas*
- 3/25 **Dale Carnegie Team Member Engagement**— In this session you will learn how to, create a common purpose for employee's, develop a unifying vision, foster an environment of mutual support, understand the values that govern team interactions. Fee: None (Raymondville City Hall, Raymondville) 10 am– 12 pm.
- 3/30 **Export Symposium: Make the World Your Market**— This seminar will provide training on how to access the necessary information to be successful in the global marketplace. Fee: None (Lone Star National Bank, Mc Allen) 8 am– 4 pm **In Partnership with the McAllen Hispanic Chamber of Commerce*
- 3/31 **The Many Hats of Small Business Ownership**— This free seminar describes the 4 resources a business owner manages—including employees, explains the resource-based, business strategy, and niche-market identification. Fee: None (Starr County Industrial Foundation/Telemundo Bldg, 601 E Main St., Rio Grande City) 2 pm—4 pm. *In partnership with Starr County Industrial Foundation*