



**FRONT RANGE  
COMMUNITY COLLEGE**

North Metro Small Business  
Development Center  
Westminster Campus — Box 6  
3645 West 112<sup>th</sup> Avenue  
Westminster, CO 80031

**Spring 2009**

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Small Business  
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# Westminster Small Business Development Center - Spring 2009



The North Metro Small Business Development Center offers quality counseling and training for start-up and existing businesses. We can assist you with a wide range of solutions, including legal matters, financial analysis, marketing strategies, and management development to provide you, the entrepreneur, with crucial information that can mean the difference between success and failure.

## Business Counseling

We have consultants available with an array of expertise to meet your needs, such as tax saving strategies, obtaining financing, regulatory compliance, and marketing. Call (303) 460-1032 for your free and confidential one-on-one counseling session.

## Training Seminars

### Steppingstones \*\*

Do you want to start your own business? Just not yet? Maybe in 1, 2 or 5 years? This workshop is for you. Discover what steps you can take now to make the dream of being your own boss come true. Remember short-term planning will not yield long-term results. Take the first steps!

SBDC 1005-001	M (02/09/09)	06:00pm - 08:00pm	Free
SBDC 1005-002	M (04/20/09)	06:00pm - 08:00pm	Free

### Start-up Orientation \*\*

Learn about legal structures, registration, licenses, market research, business planning, obtaining financing, insurance, taxes, employer responsibilities, and sources of assistance.

SBDC 1001-001	W (01/07/09)	06:00pm - 09:00pm	\$30
SBDC 1001-002	T (02/03/09)	06:00pm - 09:00pm	\$30
SBDC 1001-003	T (03/03/09)	06:00pm - 09:00pm	\$30
SBDC 1001-004	T (04/07/09)	06:00pm - 09:00pm	\$30

### Tax 101 \*\*

Through this workshop you will learn the basics of business taxes. Topics include forms of different business entities, business use of home and car, record keeping, Schedules C, SE, and ES Form 1040 and more. Instructor: Fran Coet CPA, CVA, & CFP, Coet & Coet P.C.

SBDC 1013-001	T (01/20/09)	06:00pm - 09:30pm	\$40
SBDC 1013-002	T (02/17/09)	06:00pm - 09:30pm	\$40
SBDC 1013-003	T (03/17/09)	06:00pm - 09:30pm	\$40
SBDC 1013-004	T (04/21/09)	06:00pm - 09:30pm	\$40

### Intro to Financial Statements \*\*

This seminar will focus on understanding the relationships between financial statements (Income Statement, Balance Sheet and Statement of Cash Flows) and how they are calculated. Will provide overview of why they are important, what they mean, and how you can create them. Participants are encouraged to bring their financial statements and calculators.

SBDC 1011-001	M (02/16/09)	06:00pm - 09:00pm	\$30
SBDC 1011-002	M (04/27/09)	06:00pm - 09:00pm	\$30

### Starting your Second Life \*\*

Receive a one hour introduction to the Immersive Virtual Reality known as Second Life. See opportunities for social networking, entertainment, and business creation.

SBDC 2003-001	T (02/10/09)	12:00pm - 01:00pm	Free
SBDC 2003-001	M (04/06/09)	06:00pm - 07:00pm	Free

### Intro to Financial Benchmarking \*\*

Ever wonder how well your business is really doing? Looking for a way to make sure you are in line with your competitors? This seminar will focus on understanding various financial ratios, how they are used, and how to use them to analyze your business. Will provide overview of why they are important, what they mean, and how you can calculate them. Participants are encouraged to bring their financial statements and calculators.

SBDC 1015-001	M (01/26/09)	06:00pm - 09:00pm	\$40
SBDC 1015-002	M (03/16/09)	06:00pm - 09:00pm	\$40

### Colorado Leading Edge: Nx Level Entrepreneurship\*\*

Do you own an existing business and need to write a business plan? Looking for a course that will walk you through everything that you need for your business plan? This 15-week intensive course will provide you with all the tools and resources you need to finish your business plan by the end of the course. The course fee includes registration for two participants and one course text. An additional course text may be purchased for \$100. The NxLevel Entrepreneurial Training program is an award winning business training course designed for entrepreneurs seeking knowledge and practical skill for starting, managing, and growing their businesses. By combining education, counseling, and networking the NxLevel Entrepreneurial Training Program helps entrepreneurs strategically plan their business' NxLevel of Success! This course starts January 21, 2009 and meets every Wednesday until May 06, 2009. Lead Instructor: Jesse Esparza

SBDC 2040-001	W (01/21/09 - 05/06/09)	06:00pm - 09:00pm	\$380
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### Web 2.0 Tools for your Small Business\*\*

Have you heard the term Web 2.0? This term is used to describe Blogging, Social Network Sites, Podcasting, Wiki, Twitter, and Flickr. These are all new web applications that can augment your marketing and customer service. Come find about them, discover how they can be beneficial to your business.

SBDC 2023-001	M (02/02/09)	06:00pm - 09:00pm	Free
SBDC 2023-001	TH (04/02/09)	06:00pm - 09:00pm	Free

### Business Planning Boot Camp\*\*

Looking to jump start your business concept? This 8-week Boot Camp will help you quickly develop your business plan and determine the feasibility of launching your business. This workshop will consist of 12 hours of training and cover Entrepreneurial Essentials, Marketing, Organizational Issues, and Financial Overview. In addition, each participant will be required to schedule 3 hours of free, one-on-one counseling with an SBDC counselor. The goal of this Boot Camp is to allow participants to have a business plan or feasibility study completed in 8 weeks. Classes will meet every other week to allow participants time to complete assignments and meet with their counselor. The course fee includes registration for two participants and one set of materials. An Additional set of materials are available for \$40. This Boot Camp is for anyone thinking of starting a business. A needs based scholarship is available for Adams County Residents to subsidize most of the cost of this program. Call 303-460-1032 for more information.

SBDC 2024-001	TH (01/08/09 - 2/26/09)	06:00pm - 09:00pm	\$120
SBDC 2024-002	TH (03/05/09 - 4/23/09)	06:00pm - 09:00pm	\$120

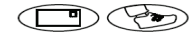
## Four Ways to Register for Training Seminars



**Online:**  
wccipd.frontrange.edu



**Phone:** (303) 404-5465  
**Fax:** (303) 469-7143



**Mail or walk-in:**  
ICPD  
Front Range Community College  
3645 W. 112th Avenue - Box 6  
Westminster, CO 80031

The Westminster Small Business Development Center (WSBDC) is partially funded by the US Small Business Administration. The support given by the US Small Business Administration through such funding does not constitute an express or implied endorsement of any of the co-sponsors' or participants' opinions products or services. The WSBDC is a partnership between the Colorado Office of Economic Development, the US Small Business Administration, and Front Range Community College. Appropriate accommodations will be made for individuals with disabilities, if requested in advance by contacting the WSBDC at 303-460-1032.