How to Start a Small Business
If you are a new or aspiring business owner this workshop is a must! The "How to Start Your Small Business" workshop will discuss informational topics such as Being an Entrepreneur, Business Planning, Small Business Financing, the Legal Forms of Organization, and Licensing and Permits.

**Tuesday, May 9 from 9:00 am-11:00 am**

Understanding Your Financials
This seminar will offer a basic overview of accounting and finance principles for small business, providing the framework to make timelier and accurate business decisions. The workshop will cover topics such as Accounting Methods, Financial Statements & Ratios, Break Even Analysis, Budgeting and Cash Flow Management.

**Tuesday, May 16 from 9:00 am-12:00 pm**

Certifications for Your Small Business and SBA 8a Application
Attend this seminar and discover how securing the designation of Small Business, Woman-Owned, Minority-Owned, or Disabled Veteran Business Enterprise can help you do business with some of the most reputable government agencies, prime contractors and Fortune 500 companies. Plus, the U.S. SBA will be in attendance to discuss the SBA’s 8(a) application and answer your questions.

**Tuesday, May 23 from 9:00 am—11:30 am**

Introduction to QuickBooks
This in-depth introduction to QuickBooks will cover the key features of the accounting software and how to set-up or clean up your QuickBooks company file, add customers and vendors, generate reports, and more.

**Tuesday, June 6 from 9:00 am-11:00 am**

Back to Business: 45 Ways to Grow Your List
In this workshop we will show you 45 easy ways to grow your contact list today! We will cover: why someone should join your contact list and what’s in it for them; how to ask people to join your list “face-to-face”; how to use social media to grow your list; how to grow your list on your website or blog; how to use print material to get people to sign up; how to use events to help grow your list; and how to use incentives and giveaways to grow your list.

**Tuesday, June 20 from 9:00 am-12:00 pm**

How to Start a Small Business
See description above.

**Tuesday, June 27 from 9:00 am-11:00 am**

Location: City of San Bernardino—Training Center
201 North "E" Street
San Bernardino, CA 92401

Cost: This event is brought to you at **NO COST** by the City of San Bernardino.

Parking Information: The Training Center is located on the 2nd Floor of 201 North "E" Street. Accessing the building is best by parking on the 5th floor of the "free" parking structure, nearest 201 North "E" Street. From this parking area, you will enter the building on the 3rd floor. Proceed to the elevator at the end of the hall and take it to the 2nd floor.

Pre-registration is recommended.
Register online at: www.iesmallbusiness.com

One-on-One Business Consulting now available in San Bernardino. Call (909) 983-5005 to schedule your no-cost appointment.

The Inland Empire SBDC is a cooperative program of the Inland Empire Center for Entrepreneurship and is supported by the U.S. Small Business Administration (SBA) and California State University Fullerton and extended to the public on a non-discriminatory basis. SBA and California State University Fullerton cannot endorse any products, opinions or services of any external parties or activities. Reasonable accommodations for persons with disabilities will be made of requested at least two weeks in advance. Please call (909) 983-0751.