

Small Business Training Network

BUSINESS & SMALL BUSINESS

Miller Entrepreneurial Institute

Carroll Community College's Miller Entrepreneurial Institute (MEI) provides training and resources to small business owners and those starting a business. MEI provides classes, private consultations, referral for counseling, networking opportunities and support services to local businesses and entrepreneurs.

Through generous grant funding from the Department of Economic Development of Carroll County, the Small Business Training Network courses below are FREE to the public.

Take one class or all of them, in any order convenient to you. For more information, assistance in choosing the right combination of classes to suit your needs, a referral to counseling and to register, call 410-386-8100.

Launching Your New Business

Launch your new business with confidence – and on the right foot! Topics include: options for business entities; resources available to start-ups; costs of services needed; licensing and tax considerations; loans and financial resources; marketing on a budget; getting your business off the ground and finding customers. *Instructor: Doug Howard*

Course #: SBA-557-A4

Thu., Apr. 22, 6:00 - 9:15 PM

Entrepreneur Factory, Eldersburg

Course #: SBA-557-B4

Thu., May 13, 5:30 - 8:45 PM

Carroll County Public Library, Mt. Airy Branch

Course #: SBA-557-C4

Thu., Jun. 3, 5:30 - 8:45 PM

Carroll County Public Library, Finksburg Branch

Small Business Accounting

You know your product or service, but have you had any training in accounting or business? Learn the basics of business accounting, how to read and understand financial statements and other basic small business principles. *Instructor: Doug Howard*

Course #: SBA-558-A4

Thu., May 6, 6:00 - 9:15 PM

Washington Road Campus, Rm. T315

Course #: SBA-558-A1

Thu., Jul. 1, 6:00 - 9:15 PM

Business Training Center, Rm. T315

Creating Your Strategic Business Plan

Are you starting a new business and need a business plan for your lender, a 'road map' for your new venture? This course will cover the requisites of a business plan that can be used for financing and general business purposes, including financial projections for your new small business. *Instructor: Leonard R. Lee*

Course #: SBA-410-A4

Tue., Apr. 20, 6:00 - 9:15 PM

Washington Road Campus, Rm. N105

Course #: SBA-410-B4

Tue., May 18, 6:00 - 9:15 PM

Washington Road Campus, Rm. K115

Course #: SBA-410-C4

Tue., Jun. 22, 5:30 - 8:45 PM

Carroll County Public Library, Finksburg Branch

Course #: SBA-410-A1

Wed., Jul. 7, 6:00 - 9:15 PM

Business Training Center, Rm. T315

Finding Funds For Your Business

If you are an existing or start-up small business planning on borrowing money for expansion, purchase or any other use of funds, this course is for you! Learn what sources of funding are available in your area and for your type of small business, and what is involved in accessing those funds for your operation.

Instructor: Leonard R. Lee

Course #: SBA-530-A4

Tue., Apr. 27, 5:30 - 8:45 PM

Carroll County Public Library, Finksburg Branch

Course #: SBA-530-B4

Tue., May 25, 6:00 - 9:15 PM

Business Training Center, Rm. T317

Course #: SBA-530-C4

Tue., Jun. 29, 5:30 - 8:45 PM

Carroll County Public Library, Finksburg Branch

Legal and Insurance Issues Affecting Small Business Owners

Running a small business today requires knowledge of a myriad of legal and insurance issues. This course will cover basic legal decisions that business owners must make from inception to succession planning. Registrants will also learn about the types of insurance a business should have and could use from time to time. *Instructors: Kathleen Russ Esquire, a local Westminster attorney specializing in small business concerns and Angela Ferguson, Brothers Insurance Associates, a local insurance broker.*

Course #: SBA-419-A4

Wed., May 5, 6:00 - 9:15 PM

Business Training Center, Rm. T325

Course #: SBA-419-B4

Wed., Jun. 2, 5:30 - 8:45 PM

Carroll County Public Library, Mt. Airy Branch

The Small Business Training Network provides FREE courses and free, confidential counseling to small business owners and those just starting a business. The network is a partnership of the Miller Entrepreneurial Institute at Carroll Community College, the Department of Economic Development of Carroll County, the Maryland Small Business Development Center and Start Up Carroll.

Creating and Updating Your Marketing Plan

This course focuses on how to create a basic marketing plan for your small business. Learn how to understand your market potential and your target market. Create your own marketing plan that uses the best marketing tactics for your type of business. *Instructor: Melissa Wilcox*

Course #: SBA-408-A4

Wed., Apr. 14, 6:00 - 9:15 PM

Business Training Center, Rm. T317

Course #: SBA-408-B4

Tue., Jun. 1, 5:30 - 8:45 PM

Carroll County Public Library, North Carroll Branch

Developing a Brand/Logo for Your Business

Do you have a brand or logo for your small business? Do you have one that isn't working for you? This course covers how to determine your business's identity and brand/logo, how to develop a promotional budget and how, when and where to promote your small business. *Instructor: Melissa Wilcox*

Course #: SBA-407-A4

Wed., May 12, 5:30 - 8:45 PM

Business Training Center, Rm. T315

Course #: SBA-407-B4

Wed., Jun. 9, 6:00 - 9:15 PM

Washington Road Campus, Rm. T317

Hiring and Firing

Learn how to hire and promote the right people and slash turnover costs. This course covers improving customer service, productivity and sales while also improving your employees' attitudes and focusing on cooperation in the workplace. *Instructor: Anthony George*

Course #: SBA-406-A4

Thu., Apr. 29, 6:00 - 9:15 PM

Business Training Center, Rm. T315

Carroll County Department of Economic Development

Whether your business is new or expanding or you need assistance, the Carroll County Department of Economic Development will help. Our offices and those of the Carroll County SBDC are located at 225 N. Center Street, Suite 101, Westminster, Maryland 21157. For more information, go to www.carrollbiz.org or call 410-386-2070.

Small Business Development Center

The Small Business Development Center (SBDC), funded in part through a Cooperative Agreement with the U.S. Small Business Administration, is dedicated to helping you establish and expand your business. Our confidential business consulting services and training programs will help you to develop and refine business plans, solve problems, find sources of capital and develop strategies to support growth and profitability. Visit our website at www.carrollbiz.org/sbdc, and complete our online SmartStart Assessment, obtain additional free, online guidance, suggestions and resources, including the 24/7 Virtual Business Classroom. For more information about the SBDC, call Beth Woodring at 410-386-2317.

For a referral for free, confidential counseling services from SBDC, call the Miller Entrepreneurial Institute at Carroll Community College at (410) 386-8012.