

MAY

- 9 **Derby Chamber Luncheon**
Derby Chamber of Commerce, 788-3421
- 11 **Kan Launch**
Mulvane Chamber of Commerce, 777-4850
- 9 **StartUp Grind with Melody McCray-Miller**
Wayman Consulting, www.startupgrind.com/wichita
- 14 **WIBA Monthly Luncheon**
Wichita Independent Business Association, 201-3264
- 20 **Hutchinson/Reno County Chamber Breakfast**
Hutchinson/Reno County Chamber, 620-665-3599
- 20 **How to Criticize: How to Praise**
Center for Management Development, 978-5149
- 21 **Managing Time & Multiple Priorities**
Center for Management Development, 978-5149
- 22 **The Great Divide**
WSU CEDBR, 978-3225
- 22 **Powerful Business Writing Skills**
Center for Management Development, 978-5149
- 22 **Procurement Matchmaking Event**
City of Wichita, 268-4417
- 23 **Researching Grant Funding**
Nonprofit Chamber of Service, 440-6744
- 23 **Engage and Ignite Small Business Conference**
Wichita Regional Chamber, 268-1170
- 27 **Inventors' Association Monthly Meeting**
IASCK, 721-1866
- 29 **Cybersecurity Workshop Training**
Kansas PTAC, 978-6788

JUNE

- 4 **Kansas International Trade Day**
Kansas Department of Commerce, 785-296-5473
- 4 **Women's Leadership Alliance Luncheon**
Wichita Independent Business Association 201-3264
- 8 **Kan Launch**
Mulvane Chamber of Commerce, 777-4850
- 11 **WIBA Monthly Luncheon**
Wichita Independent Business Association, 201-3264
- 12 **Social Media Day ICT**
Digital Wichita, register on Eventbrite
- 12 **Export Distributor Agreements Seminar**
MAMTC, 913-649-4333
- 14 **Think Strategically in Your Leadership Role**
Center for Management Development, 978-5149
- 20 **Hello to Thank You Sales Training**
Wichita Independent Business Association, 201-3264
- 20 **Strategies for Effective Presentations**
Center for Management Development, 978-5149
- 24 **Inventors' Association Monthly Meeting**
IASCK, 721-1866
- 24 **Metro Mingle**
Wichita Regional Chamber, 268-1170
- 25 **Dealing Effectively with Workplace Conflict**
Center for Management Development, 978-5149
- 25 **CyberSecurity: Data Breaches Aren't Going Away**
Wichita Healthcare Academy, 913-633-4369
- 27 **An Introduction to Cobots & How They Can Fill the Workplace Gap**
MAMTC, 913-649-4333
- 27 **Fantastic Functions in Microsoft Excel**
Wichita Independent Business Association, 201-3264

Small Business Workshops

offered by the Wichita State University Kansas Small Business Development Center

Startup Workshops

Meeting the 3 Ms:

Learning the Basics of Marketing, Management and Money

If you want to start a new business, the three Ms are critical. This workshop offers essential information about Marketing, Management and Money that will help you assess the feasibility of your business idea and start writing your business plan. This is a free workshop.

Please see the reverse side for dates and times.

Quick Start Business Planning

Using a simple narrative template and a simple cash flow template, you will learn how to develop the key elements of your business plan. You will be able to use the business plan you develop with these templates as a basis for your final business plan.

Please see the reverse side for dates and times.

Taxes and Regulations

State Tax Workshop

An expert from the Kansas Department of Revenue will give you the basics in this free workshop. Topics include sales and compensating use taxes, tax forms and how to file them, estimated taxes, and recordkeeping.

Weds., May 29, 1:00-4:30 PM or Tues., June 25, 8:30-12:00 PM

State Tax Workshop for Contractors

This free workshop focuses on sales tax issues for construction contractors and subcontractors. Learn about applying sales tax to materials and labor, Project Exemption Certificates, invoicing, billing, and more.

Weds., May 29, 9:30-12:00 PM or Tues., June 25, 1:00-3:30 PM

Government Contracting

The SBA provides several programs to help small businesses win federal contracts. If you qualify, you are eligible to compete for the program's set-aside contracts.

Teri Taylor with the SBA will offer an overview of qualifications, benefits, application processes, and requirements for these programs.

Attend one or all of these free workshops to find out if government contracting is right for you.

Wednesday, June 19 **BIM)**

9:00-10:00 AM HUBZone

If your principle office is located in an historically underutilized business zone, you might qualify for this program.

10:30-11:30 AM Woman-Owned Small Business Set-Asides
If your business is at least 51% owned and controlled by women who are U.S. citizens, you might qualify for this program.

1:00-2:00 PM Is the 8(a) Program Right for You?

The 8(a) program is a nine-year certification opportunity offering assistance to firms owned and controlled at least 51% by socially and economically disadvantaged individuals.

3:00-4:00 PM All Small Mentor-Protégé Program

This program helps protégés improve their ability to compete for government contracts and helps mentors gain increased access to federal contracts.

Kansas SBDC Rural and Independent Inventors Conference

May 20-21 at the Fab Lab ICC in Independence Kansas

Register: (620) 235-4921 or ksbdc@pittstate.edu

Marketing

BIM) Blogging for Business

Blogging still works. In this interactive course, we'll explore strategies for those interested in blogging for business. Whether determining the best platform to launch your blog or exploring ways to refresh tired blogs, this course will help you maximize the medium.

Wednesday, June 12, 10:00-12:00 PM No Charge

BIM) Building Your Business Brand on Social Media

Like, Tweet, Snap, Share, Follow, Pin and more. What does it all mean for your company's marketing in today's digital age? This basic overview of the most popular of these platforms and strategies will help you refine your social media marketing in ways that interact with sales and other business goals. Leave with a roadmap to guide your online footprint.

Wednesday, June 12, 12:00-2:00 PM No Charge

Workforce Solutions

Are You Ready for the New Federal Overtime Rule?

The DOL proposed changes to raise the salary threshold for white-collar exemptions from \$23,660 to \$35,308. If approved, this rule might take effect in January 2020.

Be ready to bring your pay practices into compliance. Learn about the proposed changes to the overtime regulations, implications for employers, and next steps to consider in preparation for the proposed changes.

Tuesday, June 25, 2:30-4:30 PM No Charge

Explore funding for technology-based businesses at the SBIR Road Tour on May 21 in Kansas City.
Call 316-978-3193 for assistance to prep for your meeting.
Register: www.wichita.edu/kansassbirroadtour

SMALL BUSINESS CONNECT
Thursday, May 9, 2019 • 8 a.m. - 1 p.m.
WSU Metropolitan Complex

Presenting Sponsor: **EVANS**
Event Sponsors: **ASSISTUS**, **HIGHTOUCH TECHNOLOGIES**
Host Sponsor: **SBDC**

BOOTH SPACES - \$50 REGISTER NOW!

Small Business Connect: Booth Spaces \$50 • Free Admission
Celebrate National Small Business Week, visit expo booths, and enjoy workshops!

- Reputation-Based Marketing ➤ Video Storytelling for Your Business
- Messenger Marketing ➤ Top Legal Mistakes Businesses Make & How to Avoid Them
- The Secrets of Employer Greatness ➤ Recruit, Retain & Stand Out

SBA U.S. Small Business Administration
2019 KANSAS SUPPLIERS CONFERENCE

2019 Kansas Suppliers Conference

7:30 AM - 3:30 PM, Tuesday, June 11
Textron Aviation Activity Center

Sign up for matchmaking sessions with government buying agents and prime contractors and attend workshops.

Registration: <https://kansas.mbmapp.com>

BIM) Business in Motion
Making business expansion easier.
Call 978-3193 to learn more.

1 Million Cups
9:00-10:00 AM every Wednesday
Advanced Learning Library
www.1millioncups.com/wichita

Wichita State University
Kansas Small Business
Development Center
1845 North Fairmount St
Wichita KS 67260-0148



Registration Form

Please register in advance to secure your spot and to be notified of cancellations. Please pay for workshops by credit card or check online in our WSU KSBDC Marketplace Shop. We do not accept cash.

WSU KSBDC Marketplace: www.wichita.edu/ksbdcworkshops

If you have questions, call us at 316-978-3193. Workshops will be held at the WSU Hughes Metropolitan Complex, Oliver and 29th Street, unless noted.

Name _____ Business Name _____
Address _____ City, State, Zip _____
Phone _____ Fax _____ email _____

- _____ **Meeting the 3 Ms: Learning the Basics of Marketing, Management and Money** no charge; Please indicate choice of date.
 Friday, May 3, 10:00 AM - 12:00 PM Monday, May 13, 3:00 PM - 5:00 PM Wednesday, May 22, 1:00 PM - 3:00 PM
 Thursday, May 30, 10:00 AM - 12:00 PM Friday, June 7, 3:00 PM - 5:00 PM Monday, June 17, 1:00 PM - 3:00 PM
 Friday, June 28, 10:00 AM - 12:00 PM Monday, July 8, 3:00 PM - 5:00 PM
- _____ **Quick Start Business Planning** no charge; Please indicate choice of date.
 Tuesday, May 7, 10:00 AM - 12:00 PM Thursday, May 30, 1:00 PM - 3:00 PM Monday, June 17, 10:00 AM - 12:00 PM
 Tuesday, July 9, 1:00 PM - 3:00 PM
- _____ **State Tax Workshop** no charge; Please indicate choice of date.
 Wednesday, May 29, 1:00 PM - 4:30 PM Tuesday, June 25, 8:30 AM - 12:00 PM
- _____ **State Tax Workshop for Contractors** no charge; Please indicate choice of date.
 Wednesday, May 29, 9:30 AM - 12:00 PM Tuesday, June 25, 1:00 PM - 3:30 PM
- _____ **Blogging for Business** Wednesday, June 12, 10:00 AM - 12:00 PM; Cost: no charge
- _____ **Building Your Business Brand on Social Media** Wednesday, June 12, 12:00 PM - 2:00 PM; no charge
- _____ **HUB Zone** Wednesday, June 19, 9:00 AM - 10:00 AM; no charge
- _____ **Federal Contracting and Woman-Owned Small Business Set-Asides** Wednesday, June 19, 10:30 AM - 11:30 AM; no charge
- _____ **Is the 8(a) Program Right for You?** Wednesday, June 19, 1:00 PM - 2:00 PM; no charge
- _____ **All Small Mentor-Protégé Program for Federal Contracting** Wednesday, June 19, 3:00 PM - 4:00 PM; no charge
- _____ **Are You Ready for the New Federal Overtime Rule?** Tuesday, June 25, 2:30 PM - 4:30 PM; no charge

Co-Sponsored Programs - Please register as instructed.

Small Business Connect Thursday, May 9, 8:00 AM - 1:00 PM, WSU Metro Complex, no charge; no registration required

SBIR Road Tour Tuesday, May 21, 7:30 AM - 6:00 PM, 3796 Cambridge St., Kansas City, KS, Cost: \$10-\$30;
Register: <https://www.wichita.edu/research/WSUInitiatives/sbir-road-tour/kansasroadtour.php>

2019 Kansas Suppliers Conference Tuesday, June 11, 7:30 AM - 3:30 PM, Textron Aviation Activity Center; Register: <https://kansas.mbmapp.com>

Please Return this Registration Form & Fee To: WSU KSBDC, 1845 Fairmount, Campus Box 148, Wichita, KS 67260-0148
Fax to (316) 978-3647, call (316) 978-3193, email ksbdc@wichita.edu, or use our online registration form at <http://www.wichita.edu/ksbdc>.

Funded in part through a Cooperative Agreement with the U.S. Small Business Administration.

Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Requests for such arrangements should be made to WSU KSBDC by calling (316) 978-3193.

NOTICE OF NONDISCRIMINATION: Wichita State University does not discriminate in its employment practices, educational programs or activities on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, or status as a veteran. Retaliation against an individual filing or cooperating in a complaint process is also prohibited. Sexual misconduct, relationship violence and stalking are forms of sex discrimination and are prohibited under Title IX of the Education Amendments Act of 1972. Complaints or concerns related to alleged discrimination may be directed to the Director of Equal Opportunity or the Title IX Coordinator, Wichita State University, 1845 Fairmount, Wichita KS 67260-0138; telephone (316) 978-3187.