Small Business Workshops

offered by the Wichita State University Kansas Small Business Development Center

**Marketing**

**BM**) 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**

**BM**) 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**

**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**

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-Protege Program**

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

KS S B D C R u r a l a n d I n d e p e n d e n t I n v e n t o r s C o n f e r e n c e

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

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

**BIM**)

Explore funding for technology-based businesses at the SBR Road Tour on May 21 in Kansas City.

Call 316-978-3193 for assistance to prep for your meeting.

Register: www.wichita.edu/kansassbirtourroad

**Small Business Connect**

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
- "Messanger Marketing"  "Top Legal Mistakes Businesses Make & How to Avoid Them"
- "The Secrets of Employer Greatness"  "Recruit, Retain & Stand Out"

**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.mmbapp.com

**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

**Digital Wichita**

Register on Eventbrite

**Wichita Independent Business Association 201**

Kansas Department of Commerce, 785

Kansas International Trade Day

Cybersecurity Workshop Training

IASCK, 721

Researching Grant Funding

City of Wichita, 268

Hello to Thank You Sales Training

MAMTC, 913

Export Distributor Agreements Seminar

Digital Wichita, register on Eventbrite

WIBA Monthly Luncheon

Mulvane Chamber of Commerce, 777

Kan Launch

Wichita Independent Business Association 201

Kansas Department of Commerce, 785

Kansas International Trade Day

CyberSecurity: Data Breaches Aren’t Going Away Wichita Healthcare Academy, 913-633-4369

An Introduction to Cotours & How They Can Fill the Workplace Gap

MAMTC, 913-649-4333

Fantastic Functions in Microsoft Excel the Workplace Gap

201 Fantastic Functions in Microsoft Excel

Wichita Healthcare Academy, 913

CyberSecurity: Data Breaches Aren’t Going Away

Wichita Healthcare Academy, 913-633-4369

A challenge for workplace conflict

1170

A challenge for workplace conflict

1170

The Great Divide

WSU CEDIBR, 978-3225

Powerful Business Writing Skills

Center for Management Development, 978-5149

Procurement Matchmaking Event

City of Wichita, 268-4417

Additional Regional Business Events

M A Y

9 Derby Chamber Luncheon

Derby Chamber of Commerce, 788-3421

11 Kan Launch

Mulvane Chamber of Commerce, 777-4850

9 StarUp Grind with Melody McCray-Miller


14 WIBA Monthly Luncheon

Wichita Independent Business Association, 201-3264

20 Hutchinson-Reno County Chamber Breakfast

Hutchinson-Reno County Chamber, 620-685-3590

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 CEDIBR, 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, 721-8166

29 Cybersecurity Workshop Training

Kansas PTAC, 978-6788

J U N E

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, 721-8166

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 Cotours & How They Can Fill the Workplace Gap

MAMTC, 913-649-4333

27 Fantastic Functions in Microsoft Excel

Wichita Independent Business Association, 201-3264

**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, 9:00-4:30 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

**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 a 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**

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**Start-Up 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.**
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  _________________________________________________

e-mail __________________________________________________

_____ Meeting the 3 Ms: Learning the Basics of Marketing, Management and Money
☐ 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
☐ 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
☐ Wednesday, May 29, 1:00 PM - 4:30 PM ☐ Tuesday, June 25, 8:30 AM - 12:00 PM

_____ State Tax Workshop for Contractors
☐ Wednesday, May 29, 9:30 AM - 12:00 PM ☐ Tuesday, June 25, 1:00 PM - 3:30 PM

_____ 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.mbnapp.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.