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in other news

- Brush up on business basics:
www.pasbdc.org/education.
- Open for business? Download a sign!
www.pasbdc.org/tools.
- Access free online tutorials for business owners:
www.pasbdc.org/onlinelearning.
- Want to green your business?
Ask EMAP how: www.pasbdc.org/emap.
- Has the SBDC helped you?
Email news@pasbdc.org to share your story.

Message from the State Director: Last Issue



No doubt you've experienced tightening budgets all around you during the past several months. Organizations that provide subsidized services like the Small Business Development Centers are especially prone to economic downturns: where there was little money before, there is even less so now.

Small businesses all across the Commonwealth are struggling too. To survive this difficult period, many are turning to their local SBDC for help which can make all the difference to success or failure. As has been demonstrated in past downturns, SBDC help is proven to be effective in helping companies survive tough times.

As a result, the **SBDCs are seeing increased demand for services** and stand to have the greatest impact on businesses, families and communities. However, our ability to respond is constrained because of diminished resources.

We feel – and have heard from you – that the *Advisor* newsletter is an effective means of promoting SBDC business management workshops and no-fee consulting services. It is more important, though, that we maximize our resources to help struggling businesses weather this very difficult economic climate.

We are reevaluating every dollar spent and eliminating anything that might be remotely ancillary to the essential services we provide to help small business survive and thrive. Therefore, this is the last issue of the *Advisor* newsletter (for now). It's also a little slimmer. We will continue to provide you with success stories, information about upcoming educational programs and current news about the SBDC program on our website, www.pasbdc.org. If you would like to receive this information via email, please be sure to sign up at www.pasbdc.org/advisor.

In the meantime, if we can be of help to you or a small business you know, please refer them to the SBDC.

Best wishes for a prosperous New Year,


Christian Conroy
Interim State Director

Small Business Development Centers

Helping businesses start, grow, and prosper.

State Director's Office
University of Pennsylvania
The Wharton School
Vance Hall, 4th Floor
3733 Spruce Street
Philadelphia PA 19104-6374

services

The **Pennsylvania Small Business Development Centers** work with entrepreneurs and small firms to help them compete and grow in today's highly competitive global economy. From helping aspiring entrepreneurs turn ideas into businesses, to helping small firms expand, to providing the information every business person needs to make critical decisions, the Pennsylvania SBDCs are the resource entrepreneurs in all industry sectors can turn to for help — help that can make the difference between success and failure.

Consulting

To succeed, all businesses require both sufficient capital and the knowledge to use it wisely. SBDC consultants help entrepreneurs develop the planning, management and financial skills necessary to make their businesses thrive.

The SBDC's one-on-one management consulting emphasizes education and guidance in finding practical solutions to business problems. Consulting is confidential and provided at no charge by highly skilled business consultants. Many have practical experience in operating small businesses themselves.

Information

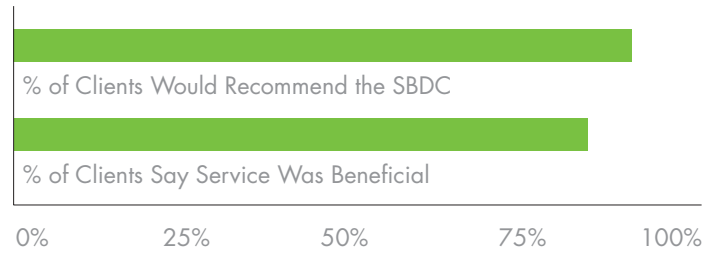
Access to information is essential to maintaining a competitive advantage. The SBDCs utilize a wide variety of resources to help entrepreneurs obtain the timely, relevant and detailed information they require to make sound business decisions. Reaching well beyond the World Wide Web, the SBDCs provide subsidized access to other valuable resources, including hundreds of commercial online and CD-ROM databases. Each SBDC also maintains a library of essential print directories, periodicals and government publications.

Education

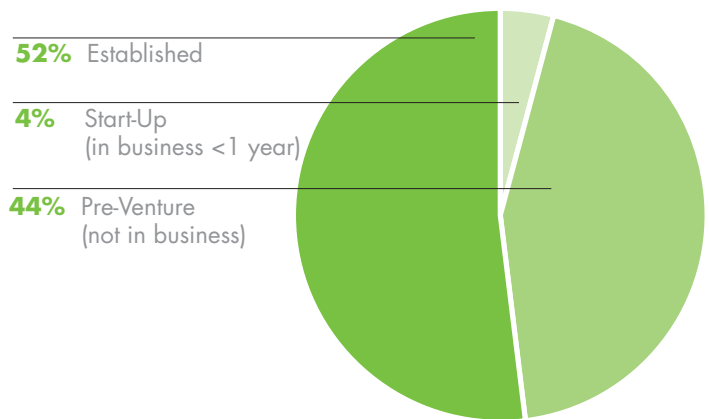
SBDC courses, seminars and conferences are designed to educate entrepreneurs about new and innovative management procedures. These low-cost programs provide current, practical information on business topics ranging from basic skills to advanced management techniques. Aspiring entrepreneurs should be sure to attend a First Step workshop to learn about the steps to starting a successful new venture.

This newsletter contains information on upcoming SBDC educational programs held throughout the state.

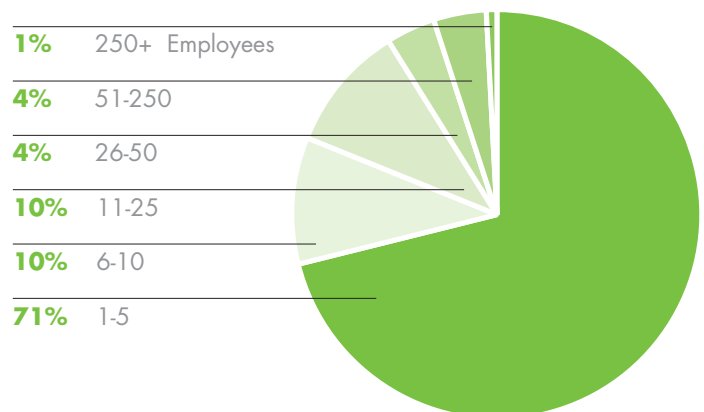
Client Satisfaction



Stage of Client Businesses



Number of Employees of Client Businesses





Environmental Management Assistance

Environmental consultants offer confidential compliance assistance with environmental and health and safety regulations, on-site assessments to look for opportunities to cut costs through pollution prevention and energy efficiency, and assistance developing and marketing environmental technology. More information about the Environmental Management Assistance Program (EMAP) may be found at www.askemap.org.



Procurement Technical Assistance

To help companies sell to federal, state, local and quasi-government agencies, the Kutztown, Lehigh, Temple and Widener University Small Business Development Centers provide procurement technical assistance to businesses located in southeastern Pennsylvania. Services include a computerized bid lead program as well as assistance with marketing products and services to the government, proposal preparation and contract compliance. Firms in other areas may contact their local SBDC for help. For more information, visit www.pasbdc.org/government.



Technology Commercialization Assistance

Technology consultants assist high-growth and technology firms with sophisticated business management issues including alternative financing, human resources, patents and trademarking, intellectual property, and product commercialization. Cooperating with their host institutions, consultants also help struggling US Department of Defense contractors locate markets outside of the Department of Defense. In addition, **Engineering Development Services** provided by the Bucknell University Small Business Development Center helps inventors bring products to market by offering services early in the development cycle. For more information, visit www.pasbdc.org/technology.



International Business Assistance

To help companies export Pennsylvania products and services, International Business consultants help companies in assessing their company's international trade readiness; evaluating their products or services for export potential; identifying the best foreign market opportunities; developing strategic and marketing plans; identifying foreign sales agents and distributors; planning market entry strategies; explaining international trade procedures and regulations; providing information on technical standards and export/import documentation; determining sources of trade financing and risk management; identifying trade mission and trade show opportunities; and determining import restrictions, duties, and tariffs. For more information, visit www.pasbdc.org/international.

Business success requires both sufficient capital and the knowledge to use it wisely. SBDC consultants help entrepreneurs develop the planning, management, and financial skills necessary to make their business thrive. The SBDC's one-on-one management consulting emphasizes education and guidance in finding practical solutions to business problems. Consulting is confidential and provided at no charge by a staff of skilled professionals. Services cover a range of topics relevant to small business owners including:

- Accounting
- Bookkeeping
- Business Plan Development
- Capital Acquisition
- Computing Applications
- Customer Service
- e-Commerce
- Energy Efficiency
- Environmental Management Issues
- Feasibility Analysis
- Financing and Loan Packaging
- Financial Analysis
- Franchising
- Government Marketing
- Homebased Business
- Human Resources
- International Trade
- Legal Issues
- Management
- Manufacturing
- Marketing and Advertising
- Market Research
- Minority Business Development
- Product Development/Engineering
- Public Relations
- Retailing
- Regulatory Assistance
- Strategic Planning
- Taxes
- Technology Commercialization
- Women's Business Issues
- Worker Health and Safety Issues

first step workshops

All of the Pennsylvania SBDCs offer First Step workshops to help entrepreneurs start their own businesses. These workshops assist entrepreneurs in starting down the path to successful business ownership — evaluating business ideas, developing a business plan, and exploring financing options. **All First Step workshops are free to veterans.** To learn which SBDC covers your area, please see the back cover page. **All programs subject to change. Please check the center's website for the most current information.**

BUCKNELL UNIVERSITY SBDC

112 Dana Engineering Building
Lewisburg, PA 17837
570.577.1249
www.bucknell.edu/sbdc

1/7/2009 @ Lewisburg 9:00AM - 12:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
1/21/2009 @ Lewisburg 8:00AM - 11:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
2/4/2009 @ Lewisburg 1:00PM - 4:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
2/18/2009 @ Lewisburg 8:00AM - 11:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
3/4/2009 @ Lewisburg 1:00PM - 4:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
3/18/2009 @ Lewisburg 8:00AM - 11:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
4/8/2009 @ Lewisburg 1:00PM - 4:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal
4/22/2009 @ Lewisburg 8:00AM - 11:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal

CLARION UNIVERSITY SBDC

102 Still Hall
Clarion, PA 16214-1232
814.393.2060
www.clarion.edu/sbdc

1/10/2009 @ Coudersport 9:00AM - 12:00PM
1/10/2009 @ Clarion 9:00AM - 12:00PM
1/13/2009 @ Bradford 3:00PM - 6:00PM
1/13/2009 @ Kittanning 4:30PM - 7:30PM
1/17/2009 @ Dubois 9:00AM - 12:00PM
2/7/2009 @ Clarion 9:00AM - 12:00PM
2/7/2009 @ Coudersport 9:00AM - 12:00PM
2/10/2009 @ Bradford 3:00PM - 6:00PM
2/10/2009 @ Kittanning 4:30PM - 7:30PM
2/21/2009 @ Dubois 9:00AM - 12:00PM
3/7/2009 @ Clarion 9:00AM - 12:00PM
3/7/2009 @ Coudersport 9:00AM - 12:00PM
3/10/2009 @ Bradford 3:00PM - 6:00PM
3/10/2009 @ Kittanning 4:30PM - 7:30PM
3/21/2009 @ Dubois 9:00AM - 12:00PM
4/4/2009 @ Clarion 9:00AM - 12:00PM
4/14/2009 @ Bradford 3:00PM - 6:00PM
4/14/2009 @ Kittanning 4:30PM - 7:30PM
4/18/2009 @ Dubois 9:00AM - 12:00PM

DUQUESNE UNIVERSITY SBDC

Rockwell Hall, Room 108
600 Forbes Avenue
Pittsburgh, PA 15282
412.396.6233
www.duq.edu/sbdc

1/22/2009 @ Pittsburgh 9:30AM - 12:30PM
2/9/2009 @ Pittsburgh 1:30PM - 4:30PM
3/11/2009 @ Pittsburgh 1:30PM - 4:30PM

3/26/2009 @ Pittsburgh 9:30AM - 12:30PM
4/15/2009 @ Pittsburgh 1:30PM - 4:30PM
4/30/2009 @ Pittsburgh 9:30AM - 12:30PM

GANNON UNIVERSITY SBDC

A.J. Palumbo Academic Center
120 West 9th Street
Erie, PA 16501
814.871.7232
www.sbdcgannon.org

1/8/2009 @ Erie 6:00PM - 9:00PM
2/12/2009 @ Erie 9:00AM - 12:00PM
3/12/2009 @ Erie 6:00PM - 9:00PM
3/18/2009 @ Warren 9:00AM - 12:00PM
4/16/2009 @ Erie 9:00AM - 12:00PM
4/23/2009 @ Mercer 5:30PM - 8:30PM

INDIANA UNIVERSITY OF PENNSYLVANIA SBDC

108 Eberly College of Business
Indiana, PA 15705
724.357.7915
www.eberly.iup.edu/sbdc

1/20/2009 @ Indiana 7:00PM - 9:00PM
2/17/2009 @ Indiana 7:00PM - 9:00PM
3/17/2009 @ Indiana 7:00PM - 9:00PM
4/21/2009 @ Indiana 7:00PM - 9:00PM

KUTZTOWN UNIVERSITY SBDC

DeFrancesco Building, Room 2
Kutztown, PA 19530
484.646.4003
www.kutztownsbdc.org

TELE-CONFERENCE
1/5/2009 6:30PM - 8:00PM

TELE-CONFERENCE
1/12/2009 6:30PM - 8:00PM
1/14/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Small Business Assistance Center

TELE-CONFERENCE
1/19/2009 6:30PM - 8:00PM

TELE-CONFERENCE
2/2/2009 6:30PM - 8:00PM

TELE-CONFERENCE
2/9/2009 6:30PM - 8:00PM
2/11/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Small Business Assistance Center

TELE-CONFERENCE
2/16/2009 6:30PM - 8:00PM

TELE-CONFERENCE
3/2/2009 6:30PM - 8:00PM

TELE-CONFERENCE
3/9/2009 6:30PM - 8:00PM

3/11/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Small Business Assistance Center

TELE-CONFERENCE
3/16/2009 6:30PM - 8:00PM

TELE-CONFERENCE
3/30/2009 6:30PM - 8:00PM

TELE-CONFERENCE
4/6/2009 6:30PM - 8:00PM

4/8/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Small Business Assistance Center

TELE-CONFERENCE
4/13/2009 6:30PM - 8:00PM

TELE-CONFERENCE
4/20/2009 6:30PM - 8:00PM

LEHIGH UNIVERSITY SBDC

Rauch Business Center #37, 621 Taylor Street
Bethlehem, PA 18015
610.758.3980
www.lehigh.edu/sbdc

1/12/2009 @ Bethlehem 6:30PM - 9:00PM
2/19/2009 @ Bethlehem 3:00PM - 5:30 PM
3/19/2009 @ Bethlehem 6:30PM - 9:00PM
4/21/2009 @ Bethlehem 3:00PM - 5:30PM

LOCK HAVEN UNIVERSITY SBDC

301 West Church Street
Lock Haven, PA 17745
570.484.2589
www.lhup.edu/sbdc

1/14/2009 @ Lock Haven 5:00PM - 8:00PM
2/5/2009 @ Lock Haven 9:00AM - 12:00PM
2/27/2009 @ Lock Haven 9:00AM - 12:00PM
3/20/2009 @ Williamsport 9:00AM - 12:00PM
4/10/2009 @ Lock Haven 9:00AM - 12:00PM
4/23/2009 @ Williamsport 5:00PM - 8:00PM

PENN STATE SBDC

3 Keller Building
University Park, PA 16802
814.863.4293
www.sbdc.psu.edu

1/6/2009 @ State College 9:00AM - 12:00PM
Co-Sponsor: SCORE

2/3/2009 @ State College 9:00AM - 12:00PM
Co-Sponsor: SCORE

3/3/2009 @ State College 9:00AM - 12:00PM
Co-Sponsor: SCORE

4/7/2009 @ State College 9:00AM - 12:00PM
Co-Sponsor: SCORE

SAINT FRANCIS UNIVERSITY SBDC

117 Evergreen Drive
Loretto, PA 15940
814.472.3200
www.francis.edu/sbdc

1/15/2009 @ Altoona 9:00AM - 12:00PM

1/29/2009 @ Loretto 9:00AM - 12:00PM

2/12/2009 @ Johnstown 9:00AM - 12:00PM

2/26/2009 @ Loretto 6:00PM - 9:00 PM

3/4/2009 @ Huntingdon 9:00AM - 12:00PM
Co-Sponsor: F&M Trust

3/18/2009 @ Somerset 9:00AM - 12:00PM

3/26/2009 @ Loretto 1:00PM - 4:00PM

4/16/2009 @ Bedford 9:00AM - 12:00PM

4/30/2009 @ Loretto 6:00PM - 9:00PM

first step workshops

SAINT VINCENT COLLEGE SBDC

Aurelius Hall
300 Fraser Purchase Road
Latrobe, PA 15650
724.537.4572
www.stvincent.edu/sbdc

1/8/2009 @ Latrobe 6:00PM - 8:00PM
1/28/2009 @ Uniontown 1:00PM - 3:00PM
2/4/2009 @ Ligonier 6:00PM - 8:00PM
3/3/2009 @ Latrobe 6:00PM - 8:00PM
4/7/2009 @ Greensburg 6:00PM - 8:00PM
4/22/2009 @ Uniontown 1:00PM - 3:00PM

SHIPPENSBURG UNIVERSITY SBDC

405 Grove Hall, 1871 Old Main Drive
Shippensburg, PA 17257
717.477.1935
www.shipsbdc.org

1/14/2009 @ Chambersburg 1:00PM - 3:30PM
Co-Sponsor: F&M Trust
2/12/2009 @ Carlisle 1:00PM - 3:30PM
Co-Sponsor: F&M Trust
3/10/2009 @ Chambersburg 1:00PM - 3:30PM
Co-Sponsor: F&M Trust
4/9/2009 @ Carlisle 1:00PM - 3:30PM
Co-Sponsor: F&M Trust

TEMPLE UNIVERSITY SBDC

1510 Cecil B. Moore Avenue
Philadelphia, PA 19121
215.204.7282
www.temple.edu/sbdc

1/8/2009 @ Philadelphia 6:00PM - 9:00PM
1/20/2009 @ Philadelphia 6:00PM - 9:00PM
2/2/2009 @ Philadelphia 6:00PM - 9:00PM
3/26/2009 @ Philadelphia 6:00PM - 9:00PM
4/7/2009 @ Philadelphia 6:00PM - 9:00PM
4/20/2009 @ Philadelphia 6:00PM - 9:00PM

UNIVERSITY OF PITTSBURGH SBDC

Wesley W. Posvar Hall, 1st Floor
230 South Bouquet Street
Pittsburgh, PA 15260
412.648.1542
www.sbdc.pitt.edu

1/9/2009 @ Pittsburgh 7:30AM -10:00AM

2/13/2009 @ Pittsburgh 7:30AM -10:00AM
2/18/2009 @ Washington 8:00AM - 10:00AM
3/6/2009 @ Pittsburgh 7:30AM -10:00AM
3/19/2009 @ Waynesburg 8:00AM - 10:00AM
3/25/2009 @ Washington 8:00AM - 10:00AM
4/15/2009 @ Washington 8:00AM - 10:00AM
4/17/2009 @ Pittsburgh 7:30AM -10:00AM

UNIVERSITY OF SCRANTON SBDC

The Gallery House
411-413 Quincy Ave
Scranton, PA 18510
570.941.7588
www.scrantonsbdc.com

1/28/2009 @ East Stroudsburg 10:30AM -12:30PM
Co-Sponsor: East Stroudsburg University Center for Research & Economic Development
1/30/2009 @ Carbondale 10:00AM - 12:00PM
Co-Sponsor: Carbondale Technology Transfer Center
2/11/2009 @ Scranton 5:00PM - 7:00PM
3/20/2009 @ Scranton 10:00AM - 12:00PM
3/25/2009 @ East Stroudsburg 10:30AM -12:30PM
Co-Sponsor: East Stroudsburg University Center for Research & Economic Development
4/24/2009 @ Scranton 10:00AM - 12:00PM

WHARTON SBDC

Vance Hall, 3733 Spruce Street
Philadelphia, PA 19104
215.898-4861
whartonsbdc.wharton.upenn.edu

1/21/2009 @ Philadelphia 6:30PM -9:00PM
2/4/2009 @ Philadelphia 6:30PM -9:00PM
3/4/2009 @ Philadelphia 6:30PM -9:00PM
3/25/2009 @ Philadelphia 6:30PM -9:00PM
4/7/2009 @ Philadelphia 6:30PM -9:00PM

WIDENER UNIVERSITY SBDC

1450 Edgmont Avenue, Suite 120
Chester, PA 19013
610.619.8490
www.widenersbdc.org

1/19/2009 @ Upper Darby 6:00PM - 9:00PM

1/19/2009 @ Norristown 6:00PM - 9:00PM
1/19/2009 @ Chester 8:30AM -11:30AM
2/10/2009 @ Media 6:00PM - 9:30PM
Co-Sponsor: Delaware County Chamber of Commerce
3/12/2009 @ Chester 6:00PM - 9:00PM
4/21/2009 @ Media 6:00PM - 9:30PM
Co-Sponsor: Delaware County Chamber of Commerce

WILKES UNIVERSITY SBDC

Innovation Center, Suite 200
7 South Main Street
Wilkes-Barre, PA 18701
570.408.4340
www.wilkes.edu/sbdc

1/6/2009 @ Jim Thorpe 10:00AM - 12:00PM
1/6/2009 @ Wilkes-Barre 12:00PM - 2:00PM
1/9/2009 @ Hazleton 9:30AM -11:30AM
1/16/2009 @ Jim Thorpe 10:00AM - 12:00PM
1/20/2009 @ Hazleton 9:30AM -11:30AM
1/21/2009 @ Wilkes-Barre 6:00PM - 8:00PM
2/3/2009 @ Jim Thorpe 10:00AM - 12:00PM
2/5/2009 @ Wilkes-Barre 8:30AM -10:30AM
2/6/2009 @ Hazleton 10:00AM - 12:00PM
2/13/2009 @ Jim Thorpe 10:00AM - 12:00PM
2/17/2009 @ Hazleton 10:00AM - 12:00PM
2/17/2009 @ Wilkes-Barre 6:00PM - 8:00PM
3/3/2009 @ Jim Thorpe 10:00AM - 12:00PM
3/4/2009 @ Wilkes-Barre 12:00PM - 2:00PM
3/6/2009 @ Hazleton 9:30AM -11:30AM
3/13/2009 @ Jim Thorpe 10:00AM - 12:00PM
3/17/2009 @ Hazleton 9:30AM -11:30AM
3/19/2009 @ Wilkes-Barre 6:00PM - 8:00PM
3/31/2009 @ Wilkes-Barre 8:30PM -10:30PM
4/3/2009 @ Hazleton 9:30AM -11:30AM
4/7/2009 @ Jim Thorpe 10:00AM - 12:00PM
4/14/2009 @ Hazleton 9:30AM -11:30AM
4/15/2009 @ Wilkes-Barre 12:00PM - 2:00PM
4/17/2009 @ Jim Thorpe 10:00AM - 12:00PM
4/30/2009 @ Wilkes-Barre 6:00PM - 8:00PM



Small Business Development Centers
Helping businesses start, grow, and prosper.

Veterans: The SBDC wants you to take The First Step for a successful small business.

Do you have what it takes to be a small business owner? Find out at an SBDC First Step workshop offered by any one of the Pennsylvania Small Business Centers through **April 30, 2009**.

Please advise of your veteran status during registration. For a listing of upcoming courses, contact your local SBDC or visit www.pasbdc.org/education.

FREE
TO VETERANS

educational programs

All of the Pennsylvania SBDCs offer a variety of specialized workshops to meet the needs of small business owners. The workshop listings vary according to SBDC location, specialized skills of that SBDC, and the needs of the communities served by that SBDC. For more information on program offerings, please contact your local SBDC. To learn which SBDC covers your area, please see the back cover of this newsletter. **All programs subject to change. Please check the center's website for the most current information.**

BUCKNELL UNIVERSITY SBDC

112 Dana Engineering Building
Lewisburg, PA 17837
570.577.1249
www.bucknell.edu/sbdc

Export 101

1/14/2009 @ Lewisburg 8:30AM - 11:30AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Valley COCs, Daily Item, Standard-Journal, Susquehanna Business Life Magazine

Master Tips for the Quickbooks User

1/15/2009 @ Lewisburg 9:30AM - 3:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Valley COCs, Daily Item, Standard-Journal, Susquehanna Business Life Magazine

Avoiding Business Etiquette Blunders: Tips for Small Business Owners

1/22/2009 @ Lewisburg 10:30AM - 1:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Valley COCs, Daily Item, Standard-Journal, Susquehanna Business Life Magazine

Make it Easy for Them to Buy - Communicating for Better Results in Tough Times

2/3/2009 @ Lewisburg 8:30AM - 11:30AM
Co-Sponsored by GSVCC, Central PA, Middlecreek Valley Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Negotiating for Success

2/19/2009 @ Lewisburg 8:30AM - 3:30PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Valley Chambers of Commerce, Daily Item, Standard Journal, Susquehanna Life Magazine

Stand Up and Stand Out - Presentation Skills for Business Professionals

2/24/2009 @ Lewisburg 8:30AM - 11:30AM
Co-Sponsored by GSVCC, Central PA, Middlecreek Valley Chambers of Commerce, Sunbury Daily Item, Standard-Journal

How to Develop Effective OSHA Safety and Health Programs: Hazard Communication, Emergency Action, Lock Out/Tag Out

2/26/2009 @ Lewisburg 9:00AM - 12:00PM
Co-sponsored by GSVCC, Central PA, Middlecreek Valley Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Microsoft Access for Small Businesses

3/10/2009 @ Lewisburg 9:00AM - 4:00PM
Co-Sponsor: Greater Susquehanna Valley, Brush Valley, Middlecreek Area, Central PA COCs, Daily Item, Standard-Journal

Financial Statement Analysis

3/11/2009 @ Lewisburg 10:15AM - 12:15PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Introduction to Federal Tax

3/11/2009 @ Lewisburg 12:45:00PM - 4:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Basic Business Recordkeeping

3/11/2009 @ Lewisburg 8:00AM - 10:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Valley COCs, The Daily Item, Standard-Journal

Quickbooks-Basic

3/11/2009 @ Lewisburg 9:00AM - 3:00PM
Co-Sponsor: GSVCC, Brush Valley, Central PA, Middlecreek, COCs, Daily Item, Standard-Journal

Intro to Human Resource Management

3/12/2009 @ Lewisburg 1:00PM - 4:00PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area COCs, Sunbury Daily Item, Standard-Journal

Introduction to Marketing, Customers & Sales

3/12/2009 @ Lewisburg 10:15AM - 12:30PM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Middlecreek Area Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Writing Your Business Plan

3/12/2009 @ Lewisburg 8:00AM - 10:00AM
Co-Sponsor: GSVCC, Central PA, Brush Valley, Central PA, Middlecreek, Chambers of Commerce, Sunbury Daily Item, Standard-Journal

Quickbooks-Intermediate

3/12/2009 @ Lewisburg 9:00AM - 3:00PM
Co-Sponsor: GSVCC, Brush Valley, Central PA, Middlecreek, COCs, Daily Item, Standard-Journal

Quickbooks-Advanced and Payroll

3/13/2009 @ Lewisburg 9:00AM - 3:00PM
Co-Sponsor: GSVCC, Brush Valley, Central PA, Middlecreek, COCs, Daily Item, Standard-Journal

CLARION UNIVERSITY SBDC

102 Still Hall
Clarion, PA 16214-1232
814.393.2060
www.clarion.edu/sbdc

Advertising Workshop

1/22/2009 @ Dubois 5:30PM - 7:30PM
Co-Sponsor: Greater Dubois Chamber Of Commerce, Dubois Revitalization Group, SBDC
Clarion University SBDC

Advertising Workshop

1/22/2009 @ Dubois 7:30AM - 9:30AM
Co-Sponsor: Greater Dubois Chamber Of Commerce, Dubois Revitalization Group, SBDC

DUQUESNE UNIVERSITY SBDC

Rockwell Hall, Room 108
600 Forbes Avenue
Pittsburgh, PA 15282
412.396.6233
www.duq.edu/sbdc

Bridgeway Capital Quality of Life Breakfast Series

1/30/2009 @ Pittsburgh 8:00AM - 10:00AM
Co-Sponsor: Bridgeway Capital

Increase Your Business in Mexico

2/12/09 @ Pittsburgh 9:00AM-12:00PM

Overcoming Barriers for Selling Success

3/4/2009 @ Pittsburgh 9:00AM - 11:30AM
Co-Sponsor: Peak Performance

What does all this GREEN mean to my Business?

3/12/09 @ Pittsburgh 11:30AM - 4:00PM

Quickbooks Made Easy

3/18/2009 @ Pittsburgh 9:00AM - 12:30PM

Meet the Lenders

3/19/09 @ Pittsburgh 9:00AM - 12:00PM

Writing an Effective Business Plan

4/16/2009 @ Pittsburgh 9:00AM - 12:00PM

Intermediate QuickBooks

4/22/2009 @ Pittsburgh 9:00AM - 12:30PM

Exploring Government Compliance Issues- What do you need to be doing today to avoid fines tomorrow?

4/23/09 @ Pittsburgh 9:00AM - 12:00PM

Break The Rules And Close The Deal

4/22/2009 @ Pittsburgh 9:00AM - 11:30AM

Co-Sponsor: Peak Performance Management, Inc.

Bridgeway Capital Quality of Life Breakfast Series

4/24/2009 @ Pittsburgh 8:00AM - 10:00AM

Co-Sponsor: Bridgeway Capital

GANNON UNIVERSITY SBDC

A.J. Palumbo Academic Center
120 West 9th Street
Erie, PA 16501
814.871.7232
www.sbdcgannon.org

Next Step Seminar - Writing a Winning Business Plan

3/24/2009 @ Erie 6:00PM - 8:00PM

Women In Leadership Development Conference

3/27/2009 @ Erie 8:00AM - 4:00PM

Making the Export Decision

4/14/2009 @ Erie 8:30AM - 12:00PM

Making the Connection - Selection the Best Market

4/28/2009 @ Erie 8:30AM - 12:00PM

KUTZTOWN UNIVERSITY SBDC

DeFrancesco Building, Room 2
Kutztown, PA 19530
484.646.4003
www.kutztownsbdc.org

Certification Made Simple

1/7/2009 @ Harrisburg 9:00AM - 12:00PM
Co-Sponsor: DGS

Business Plan NOW Part I: The Pitch

TELE-CONFERENCE/WEB-CONFERENCE
1/14/2009 6:30PM - 8:30PM

Business Plan NOW Part II: The Plan

TELE-CONFERENCE/WEB-CONFERENCE
1/21/2009 6:30PM - 8:30PM

Business Planning Part I: Business Plan for Success

1/22/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

Business Plan NOW Part I: The Pitch

TELE-CONFERENCE/WEB-CONFERENCE
1/28/2009 11:30AM - 1:00PM

Business Planning Part II: Marketing your Product, Service and Company

1/29/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

Certification Made Simple

2/4/2009 @ Harrisburg 9:00AM - 12:00PM
Co-Sponsor: DGS

Business Planning Part III: Financial Management - Projections and Statements

2/5/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

Business Plan NOW Part I: The Pitch

TELE-CONFERENCE/WEB-CONFERENCE
2/11/2009 6:30PM - 8:30PM

Business Planning Part IV: Financing the Business

2/12/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE



Applicable Registration fees for these courses include a one-year subscription (12 issues) to *Inc. Magazine*, valued at \$10.

educational programs

**Business Plan NOW Part II: The Plan
TELE-CONFERENCE/WEB-CONFERENCE**
2/18/2009 6:30PM - 8:30PM

**Business Plan NOW Part I: The Pitch
TELE-CONFERENCE/WEB-CONFERENCE**
2/25/2009 11:30AM - 1:00PM

Business Planning Part I: Business Plan for Success
3/5/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

**Business Plan NOW Part I: The Pitch
TELE-CONFERENCE/WEB-CONFERENCE**
3/11/2009 6:30PM - 8:30PM

Certification Made Simple
3/11/2009 @ Harrisburg 9:00AM - 12:00PM
Co-Sponsor: DGS

**Business Planning Part II: Marketing your Product,
Service and Company**
3/12/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

**Business Plan NOW Part II: The Plan
TELE-CONFERENCE/WEB-CONFERENCE**
3/18/2009 6:30PM - 8:30PM

**Business Planning Part III: Financial Management -
Projections and Statements**
3/19/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

**Business Plan NOW Part I: The Pitch
TELE-CONFERENCE/WEB-CONFERENCE**
3/25/2009 11:30AM - 1:00PM

Business Planning Part IV: Financing the Business
3/26/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

Certification Made Simple
4/1/2009 @ Harrisburg 9:00AM - 12:00PM
Co-Sponsor: DGS

**Business Plan NOW Part I: The Pitch
TELE-CONFERENCE/WEB-CONFERENCE**
4/15/2009 6:30PM - 8:30PM

**Business Plan NOW Part II: The Plan
TELE-CONFERENCE/WEB-CONFERENCE**
4/22/2009 6:30PM - 8:30PM

**Business Plan NOW Part I: The Pitch
TELE-CONFERENCE/WEB-CONFERENCE**
4/29/2009 11:30AM - 1:00PM

Business Planning Part I: Business Plan for Success
4/30/2009 @ Exton 6:00PM - 8:30PM
Co-Sponsor: Chester County SCORE

LEHIGH UNIVERSITY SBDC
Rauch Business Center #37, 621 Taylor Street
Bethlehem, PA 18015
610.758.3980
www.lehigh.edu/sbdc

Business Fundamentals - Legal
1/22/2009 @ Bethlehem 6:30PM - 9:00PM

Intro to Government Marketing
1/29/2009 @ Bethlehem 9:00AM - 11:00AM

Business Fundamentals - Recordkeeping
3/10/2009 @ Bethlehem 6:30PM - 9:00PM

Export Basics
3/17/2009 @ Bethlehem 8:30AM - 12:00PM

Intro to Government Marketing
3/25/2009 @ Bethlehem 9:00AM - 11:00AM

LOCK HAVEN UNIVERSITY SBDC
301 West Church Street
Lock Haven, PA 17745
570.484.2589
www.lhup.edu/sbdc

Energy Efficiency Workshop
1/13/2009 @ Williamsport 9:00AM - 11:30AM

Second Step for Starting a Small Business
1/21/2009 @ Lock Haven 2:00PM - 4:00PM

Productivity Plus!
1/27/09 @ Lock Haven 9:00AM - 12:00PM
Co-Sponsor: Lock Haven University Human Resource Office

Core Communications
1/27/09 @ Lock Haven 9:00AM - 12:00PM
Co-Sponsor: Lock Haven University Human Resource Office

Introduction to QuickBooks
1/29/2009 @ Lock Haven 8:30AM - 12:00PM

Youth Entrepreneur Class Series
2/4/2009 @ Lock Haven 12:00PM - 3:00PM

**Implementing A Successful Internship Program in Your
Small Business**
2/11/09 @ Lock Haven 10:00AM - 12:00PM
Co-Sponsor: Lock Haven University Career Services Office

Second Step for Starting a Small Business
2/12/2009 @ Williamsport 8:30AM - 10:30AM

Motivate Employees for Success
2/20/09 @ Lock Haven 9:00AM - 12:00PM

Second Step for Starting a Small Business
3/4/2009 @ Lock Haven 9:00AM - 11:00AM

OSHA'S Coming...Are You Prepared?
3/10/2009 @ Williamsport 9:00AM - 12:00PM
Co-Sponsor: Williamsport/Lycoming Chamber of Commerce

**E-Mail Marketing, "Inexpensive & easy to implement,
e-mail marketing gives you by far the biggest bang
for your buck"**
3/12/2009 @ Williamsport 10:00AM - 12:00PM

How to Automate?
3/13/09 @ Lock Haven 8:30AM - 4:30PM

World of Employment
3/17/09 @ Williamsport 9:00AM - 12:00PM

Introduction to QuickBooks
3/18/2009 @ Williamsport 8:30AM - 12:00PM

Advanced QuickBooks®
3/24/2009 @ Lock Haven 9:00AM - 12:00PM

Second Step for Starting a Small Business
3/26/2009 @ Williamsport 8:30AM - 10:30AM

Growing Tourism in the PA Wilds
3/27/2009 @ Lock Haven 2:00PM - 4:00PM
Co-Sponsor: PA Wilds

QuickBooks® Payroll
4/15/2009 @ Williamsport 9:00AM - 12:00PM

Wage and Hour
4/16/09 @ Lock Haven 9:00AM - 12:00PM

Second Step for Starting a Small Business
4/22/2009 @ Lock Haven 9:00AM - 11:00AM

Second Step for Starting a Small Business
4/28/2009 @ Williamsport 8:30AM - 10:30AM

PENN STATE SBDC
3 Keller Building
University Park, PA 16802
814.863.4293
www.sbdc.psu.edu

Positioning Your Business in a Challenging Economy
1/20/2009 @ Penn State 9:00AM - 11:00AM

**Breakfast Business Bites - Energy Efficiency
Opportunities for Small Businesses**
1/23/09 @ Penn State 7:30AM - 9:00AM

The Second Step of Starting a Small Business
1/29/2009 @ University Park 9:00AM - 12:00PM
Co-Sponsor: SCORE

**Breakfast Business Bites - Alternative Borrowing
Options for Small Businesses**
2/12/2009 @ Penn State 7:30AM - 9:00AM

Positioning Your Business in a Challenging Economy
2/17/2009 @ Penn State 9:00AM - 11:00AM

Tax and Bookkeeping Issues
2/19/2009 @ Penn State 9:00AM - 11:30AM

The Second Step of Starting a Small Business
2/26/2009 @ University Park 9:00AM - 12:00PM
Co-Sponsor: SCORE

Cash Flow 101
3/12/2009 @ Penn State 9:00AM - 11:00AM

Positioning Your Business in a Challenging Economy
3/17/2009 @ Penn State 9:00AM - 11:00AM

The Second Step of Starting a Small Business
3/26/2009 @ University Park 9:00AM - 12:00PM
Co-Sponsor: SCORE

**Breakfast Business Bites - Issues, Challenges and
Opportunities of Leading a Business Today**
3/31/2009 @ Penn State 7:30AM - 9:00AM

Marketing on a Limited Budget
4/16/2009 @ Penn State 9:00AM - 11:30AM

Positioning Your Business in a Challenging Economy
4/21/2009 @ Penn State 9:00AM - 11:00AM

The Second Step of Starting a Small Business
4/30/2009 @ University Park 9:00AM - 12:00PM
Co-Sponsor: SCORE

SAINT VINCENT COLLEGE SBDC
Aurelius Hall
300 Fraser Purchase Road
Latrobe, PA 15650
724.537.4572
www.stvincent.edu/sbdc

Building a Better Business Plan
2/12/2009 @ Latrobe 9:00AM - 12:00PM

QuickBooks® Made Easy
2/17/2009 @ Latrobe 9:00AM - 12:00PM

Planning and Promoting Your Website
2/26/2009 @ Latrobe 9:00AM - 12:00PM

QuickBooks® Advanced
3/24/2009 @ Latrobe 9:00AM - 12:00PM

Search Engine Optimization
3/26/2009 @ Latrobe 9:00AM - 12:00PM

Doing Business with the Commonwealth
4/9/2009 @ Latrobe 9:00AM - 12:00PM

Computer Security Issues
4/16/2009 @ Latrobe 9:00AM - 12:00PM

ITAR Program
4/28/2009 @ Latrobe 8:00AM - 5:00PM

SHIPPENSBURG UNIVERSITY SBDC
405 Grove Hall, 1871 Old Main Drive
Shippensburg, PA 17257
717.477.1935
www.shipsbdc.org

Is Franchising an Option?
1/15/2009 @ Gettysburg 11:00AM - 1:00PM
Co-Sponsor: FranNet of Central Pennsylvania

Is Franchising an Option?
1/22/2009 @ Chambersburg 11:00AM - 1:00PM
Co-Sponsor: FranNet of Central Pennsylvania

Writing an Effective Business Plan
1/27/2009 @ Shippensburg 1:00PM - 4:00PM
Co-Sponsor: F&M Trust

Business Planning I
1/29/2009 @ York 6:00PM - 9:00PM
**Co-Sponsor: York SCORE, J.D. Brown Center for
Entrepreneurship**

educational programs

Business Planning: II

2/5/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Business Planning: III

2/12/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Basic Recordkeeping for Your Small Business

2/17/2009 @ Carlisle 1:00PM - 3:00PM

Is Franchising an Option?

2/19/2009 @ Carlisle 11:00AM - 1:00PM
Co-Sponsor: FranNet of Central Pennsylvania

Turbo-Charge your Marketing Message

2/19/2009 @ York 2:30PM - 5:00PM
Co-Sponsor: Mantec

Business Planning: IV

2/19/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Retirement Planning for Small Businesses

2/26/2009 @ Carlisle 1:00PM - 3:00PM
Co-Sponsor: Prudential

Business Planning: V

2/26/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Financial Projections for Small Businesses

3/4/2009 @ Shippensburg 1:00PM - 3:30PM

Writing an Effective Business Plan

3/4/2009 @ Shippensburg 9:00AM - 12:00PM
Co-Sponsor: F&M Trust

Turbo-Charge Your Marketing Message

3/5/2009 @ Shippensburg 1:00PM - 3:30PM
Co-Sponsor: Mantec

Retirement Planning for Small Businesses

3/17/2009 @ York 2:30PM - 4:30PM
Co-Sponsor: Prudential

Is Franchising an Option?

3/20/2009 @ York 11:00AM - 1:00PM
Co-Sponsor: FranNet of Central Pennsylvania
 Shippensburg University SBDC

Is Franchising an Option

3/25/2009 @ Gettysburg 11:00AM - 1:00PM
Co-Sponsor: FranNet of Central Pennsylvania

Basics of Government Marketing

4/1/2009 @ York 9:00AM - 11:00AM

Doing Business with the Commonwealth

4/14/2009 @ Chambersburg 9:00AM - 12:00PM
Co-Sponsor: SEDA-Council of Governments' Procurement Technical Assistance Center, PA Department of General Services

Business Planning I

4/16/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Business Planning: II

4/23/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

Financial Projections for Small Businesses

4/29/2009 @ Shippensburg 1:00PM - 3:30PM
Co-Sponsor: F&M Trust

Writing an Effective Business Plan

4/29/2009 @ Shippensburg 9:00AM - 12:00PM

Business Planning: III

4/30/2009 @ York 6:00PM - 9:00PM
Co-Sponsor: York SCORE, J.D. Brown Center for Entrepreneurship

TEMPLE UNIVERSITY SBDC

1510 Cecil B. Moore Avenue
 Philadelphia, PA 19121
 215.204.7282
www.temple.edu/sbdc

ESWS Series 4 - Intro to Marketing

1/22/2009 @ Philadelphia 6:00PM - 9:00PM

Small Biz to Big Biz

1/22/2009 @AMbler 9:00AM - 3:00PM

Public Relations 101

1/28/2009 @ Philadelphia 6:00PM - 8:30PM

How to Conduct Market Research - ESWS Series 4

1/29/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Intro to Marketing

2/3/2009 @ Philadelphia 6:00PM - 9:00PM

Understanding your Credit Report

2/4/2009 @ Philadelphia 6:00PM - 8:00PM
Co-Sponsor: Consumer Credit Counseling Services of Delaware Valley

ESWS Series 4 - Competitive Intelligence

2/5/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - How to Conduct Market Research

2/10/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - Intro to Marketing

2/16/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Competitive Intelligence

2/17/2009 @ Philadelphia 6:00PM - 9:00PM

Corp, LLC, What's Best for Me

2/18/2009 @ Philadelphia 6:00PM - 8:30PM

ESWS Series 4 - Marketing and Sales

2/19/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - How to Conduct Market Research

2/23/2009 @ Philadelphia 6:00PM - 9:00PM

Quickbooks® 1

2/23/2009 @ Philadelphia 9:00AM - 12:00PM

ESWS Series 5 - Operations Management

2/24/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 4 - Financial Considerations

2/26/2009 @ Philadelphia 6:00PM - 9:00PM

Creative Financing

3/2/2009 @ Philadelphia 6:00PM - 8:00PM

ESWS Series 6 - Competitive Intelligence

3/2/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Marketing and Sales

3/3/2009 @ Philadelphia 6:00PM - 9:00PM

Employee to Entrepreneur

3/5/2009 @AMbler 6:00PM - 8:00PM

ESWS Series 4 - Financial Statements

3/5/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - Operations Management

3/9/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Financial Considerations

3/10/2009 @ Philadelphia 6:00PM - 9:00PM

Retirement Planning for Small Businesses

3/11/2009 @ Philadelphia 9:00AM - 11:30AM

ESWS Series 4 - Presenting the Plan

3/12/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - Marketing and Sales

3/16/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Financial Statements

3/17/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - Financial Considerations

3/23/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 5 - Presenting the Plan

3/24/2009 @ Philadelphia 6:00PM - 9:00PM

Franchise 101

3/25/2009 @ Philadelphia 6:00PM - 8:30PM

ESWS Series 6 - Financial Statements

3/30/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 6 - Presenting the Plan

4/6/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 7 - Intro to Marketing

4/9/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 7 - How to Conduct Market Research

4/16/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 8 - Intro to Marketing

4/21/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 7 - Competitive Intelligence

4/23/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 8 - How to Conduct Market Research

4/28/2009 @ Philadelphia 6:00PM - 9:00PM

ESWS Series 7 - Operations Management

4/30/2009 @ Philadelphia 6:00PM - 9:00PM

UNIVERSITY OF PITTSBURGH SBDC

Wesley W. Posvar Hall, 1st Floor
 230 South Bouquet Street
 Pittsburgh, PA 15260
 412.648.1542
www.sbdcpitt.edu

The Second Step: Developing a Business Plan

1/23/2009 @ Pittsburgh 7:30AM - 10:00AM

The Second Step: Developing a Business Plan

2/27/2009 @ Pittsburgh 7:30AM - 10:00AM

The Art of Successful Selling

3/5/2009 @ Pittsburgh 8:00AM - 10:30AM

The Second Step: Developing a Business Plan

3/27/2009 @ Pittsburgh 7:30AM - 10:00AM

The Second Step: Developing a Business Plan

4/24/2009 @ Pittsburgh 7:30AM - 10:00AM

UNIVERSITY OF SCRANTON SBDC

The Gallery House
 411-413 Quincy Ave
 Scranton, PA 18510
 570.941.7588
www.scrantonsbdc.com

Building Your Business

1/8/2009 @ Towanda 12:00PM - 3:00PM
Co-Sponsor: Northern Tier Planning & Development Commission

Building Your Business

1/14/2009 @ Mount Pocono 10:00AM - 12:30PM

Building Your Business

1/22/2009 @ Wellsboro 12:00PM - 3:00PM
Co-Sponsor: Penn College North Campus

Building Your Business

1/23/2009 @ Milford 1:00PM - 3:30PM
Co-Sponsor: PIDCO/Pike County Chamber of Commerce

Marketing Mechanics: Regroup, Revamp & React

1/27/2009 @ Scranton 2:00PM - 4:00PM

The Second Step: Developing Your Business Plan

1/30/2009 @ Carbondale 2:00PM - 4:00PM
Co-Sponsor: Carbondale Technology Transfer Center

Business 911

2/10/2009 @ Scranton 1:00PM - 4:00PM

Building Your Business

2/11/2009 @ Mount Pocono 10:00AM - 12:30PM

Building Your Business

2/12/2009 @ Towanda 12:00PM - 3:00PM
Co-Sponsor: Northern Tier Planning & Development Commission

educational programs

The Second Step: Developing Your Business Plan
2/18/2009 @ Scranton 5:00PM - 7:00PM

Building Your Business
2/19/2009 @ Wellsboro 12:00PM - 3:00PM
Co-Sponsor: Penn College North Campus

QuickBooks Basics
2/20/2009 @ Carbondale 9:00AM - 4:00PM

Financing Your Business During Tough Economic Times
2/24/2009 @ Scranton 2:00PM - 4:00PM

The Second Step: Developing Your Business Plan
2/25/2009 @ East Stroudsburg 10:30AM - 12:30PM
Co-Sponsor: East Stroudsburg University Center for Research & Economic Development

Building Your Food Business
2/26/2009 @ Carbondale 8:30AM - 4:30AM
Co-Sponsor: Penn State Cooperative Extension, PennTAP

Building Your Business
2/28/2009 @ Milford 10:00AM - 12:30PM
Co-Sponsor: PIDCO/Pike County Chamber of Commerce

Building Your Business
3/5/2009 @ Towanda 12:00PM - 3:00PM
Co-Sponsor: Northern Tier Planning & Development Commission

ServSafe Food Safety Certification
3/5/2009 @ Scranton 8:00AM - 6:30PM

Building Your Business
3/11/2009 @ Mount Pocono 10:00AM - 12:30PM

Business 911
3/18/2009 @ Mount Pocono 10:00AM - 12:00PM

Building Your Business
3/19/2009 @ Wellsboro 12:00PM - 3:00PM
Co-Sponsor: Penn College North Campus

Building Your Business
3/20/2009 @ Milford 1:00PM - 3:30PM
Co-Sponsor: PIDCO/Pike County Chamber of Commerce

The Second Step: Developing Your Business Plan
3/20/2009 @ Scranton 2:00PM - 4:00PM

Marketing on a Tight Budget
3/24/2009 @ Scranton 2:00PM - 4:00PM

Making Sense of Your Dollars and Cents
3/26/2009 @ Honesdale 7:00PM - 9:00PM
Co-Sponsor: Wayne Bank

Building Your Business
4/2/2009 @ Towanda 12:00PM - 3:00PM
Co-Sponsor: Northern Tier Planning & Development Commission

Artists in Small Business (Series: 1 of 4)
4/7/2009 @ Scranton 5:30PM - 8:30PM
Co-Sponsor: Lackawanna County Dept of Arts & Culture

Building Your Business
4/8/2009 @ Mount Pocono 10:00AM - 12:30PM

Artists in Small Business (Series: 2 of 4)
4/14/2009 @ Scranton 5:30PM - 8:30PM
Co-Sponsor: Lackawanna County Dept of Arts & Culture

Business 911
4/15/2009 @ Susquehanna 9:30AM - 11:30AM

Building Your Business
4/16/2009 @ Wellsboro 12:00PM - 3:00PM
Co-Sponsor: Penn College North Campus

Home Sweet Home Business
4/17/2009 @ Milford 10:00AM - 12:00PM
Co-Sponsor: Pike County Chamber of Commerce Business Education Committee

Artists in Small Business (Series: 3 of 4)
4/21/2009 @ Scranton 5:30PM - 8:30PM
Co-Sponsor: Lackawanna County Dept of Arts & Culture

The Second Step: Developing Your Business Plan
4/22/2009 @ East Stroudsburg 10:30AM - 12:30PM
Co-Sponsor: East Stroudsburg University Center for Research & Economic Development

ServSafe Food Safety Certification
4/23/2009 @ Sayre 8:00AM - 6:30PM

The Second Step: Developing Your Business Plan
4/24/2009 @ Scranton 2:00PM - 4:00PM

Know Your Cash Flow! Understanding Best Practices in Management
4/28/2009 @ Scranton 2:00PM - 4:00PM

Artists in Small Business (Series: 4 of 4)
4/28/2009 @ Scranton 5:30PM - 8:30PM
Co-Sponsor: Lackawanna County Dept of Arts & Culture

Building Your Business Plan
4/29/2009 @ Carbondale 9:00AM - 12:00PM
Co-Sponsor: Carbondale Technology Transfer Center

The Second Step: Developing Your Business Plan
4/29/2009 @ East Stroudsburg 10:30AM - 12:30PM
Co-Sponsor: East Stroudsburg University Center for Research & Economic Development

WHARTON SBDC

Vance Hall, 3733 Spruce Street
Philadelphia, PA 19104
215.898-4861
whartonsbdc.wharton.upenn.edu

Strategic Business Planning - Part 2
1/20/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 1
1/20/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 3
1/27/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 4
2/3/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 5
2/17/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 1
2/25/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 2
3/4/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 4
3/18/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 5
4/1/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 1
4/2/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 2
4/9/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 3
4/11/2009 @ Philadelphia 6:30PM - 9:00PM

9 Steps to Maximize the Value of Your Business
4/16/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 3
4/16/2009 @ Philadelphia 6:30PM - 9:00PM

Strategic Business Planning - Part 4
4/23/2009 @ Philadelphia 6:30PM - 9:00PM

WIDENER UNIVERSITY SBDC

1450 Edgmont Avenue, Suite 120
Chester, PA 19013
610.619.8490
www.widenersbdc.org

IRS Tax Tips for Small Business
1/21/2009 @ Media 6:00PM - 9:30PM
Co-Sponsor: Delaware County Chamber of Commerce

How to Market to the Government
1/29/2009 @ Chester 8:30AM - 11:30AM

Second Step I: Framing Your Business Idea
2/2/2009 @ Chester 6:00PM - 9:00PM

Business Planning I
2/10/2009 @ Media 6:00PM - 9:30PM
Co-Sponsor: Delaware County Chamber of Commerce

Second Step II: Strategic Marketing
2/16/2009 @ Chester 6:00PM - 9:00PM

Business Planning I
2/17/2009 @ Media 6:00PM - 9:30PM
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FOCUS - Achieving Your Highest Priorities
2/20/2009 @ Chester 9:00AM - 5:00PM

Business Planning II
2/24/2009 @ Media 6:00PM - 9:30PM
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Cost-Effective Approaches to Better Energy Efficiency
2/26/2009 @ Chester 8:30AM - 11:30AM

Environmental Audit
2/26/2009 @ Chester 8:30AM - 11:30AM

Second Step III: Financial Planning
3/2/2009 @ Chester 6:00PM - 9:00PM

Business Planning III
3/3/2009 @ Media 6:00PM - 9:30PM
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Business Planning IV
3/10/2009 @ Media 6:00PM - 9:30PM
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Stop Selling to Sell More
3/16/2009 @ Swarthmore 6:00PM - 9:00PM

Government Certifications for Minority, Women and Veterans
3/18/2009 @ Chester 6:00PM - 9:00PM

FOCUS - Achieving Your Highest Priorities
3/20/2009 @ Wayne 9:00AM - 5:00PM

QuickBooks - Basics
3/24/2009 @ Chester 6:00PM - 9:00PM

Second Step I: Framing Your Business Idea
3/26/2009 @ Chester 6:00PM - 9:00PM

Second Step II: Strategic Marketing
4/9/2009 @ Chester 6:00PM - 9:00PM

How to Market to the Government
4/14/2009 @ Chester 6:00PM - 9:00PM

The 7 Habits for Small Business Managers
4/17/2009 @ Chester 9:00AM - 5:00PM

Second Step III: Financial Planning
4/23/2009 @ Chester 6:00PM - 9:00PM

Business Planning I
4/28/2009 @ Media 6:00PM - 9:30PM
Co-Sponsor: Delaware County Chamber of Commerce

WILKES UNIVERSITY SBDC

Innovation Center, Suite 200
7 South Main Street
Wilkes-Barre, PA 18701
570.408.4340
www.wilkes.edu/sbdc

How to Survive and Thrive in Tough Economic Times
1/22/2009 @ Wilkes-Barre 9:00AM - 11:00AM

Advanced Recordkeeping
2/11/2009 @ Wilkes-Barre 9:00AM - 11:00AM

How to Survive and Thrive in Tough Economic Times
2/25/2009 @ Hazleton 9:00AM - 11:00AM

Introduction to QuickBooks
3/10/2009 @ Wilkes-Barre 9:00AM - 4:00PM

Doing Business on eBay
3/12/2009 @ Wilkes-Barre 9:00AM - 12:00PM

Doing Business on eBay
3/19/2009 @ Pottsville 9:00AM - 12:00PM
Co-Sponsor: Schuylkill Chamber of Commerce

The Keys to Retail Success
3/24/2009 @ Wilkes-Barre 9:00AM - 11:00AM

How to Survive and Thrive in Tough Economic Times
3/25/2009 @ Pottsville 9:00AM - 11:00AM
Co-Sponsor: Schuylkill Chamber of Commerce

How to Survive and Thrive in Tough Economic Times
4/22/2009 @ Jim Thorpe 9:00AM - 11:00AM

advisory board

Board Members

The Pennsylvania SBDC Advocacy and Resource Development Board is a group of individuals serving as consultants and advisors for the Pennsylvania SBDC network. From varied industries and experiences, the board has direct contact with entrepreneurs and provides invaluable information concerning market trends and the needs of entrepreneurs and small businesses.

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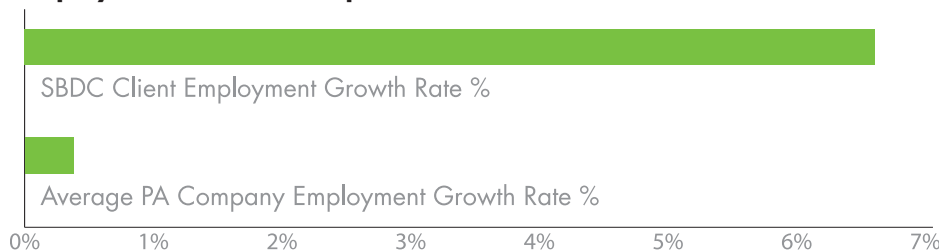
Return On Investment: 1990-2006

Since 1990 alone, the SBDCs have helped Pennsylvania entrepreneurs:

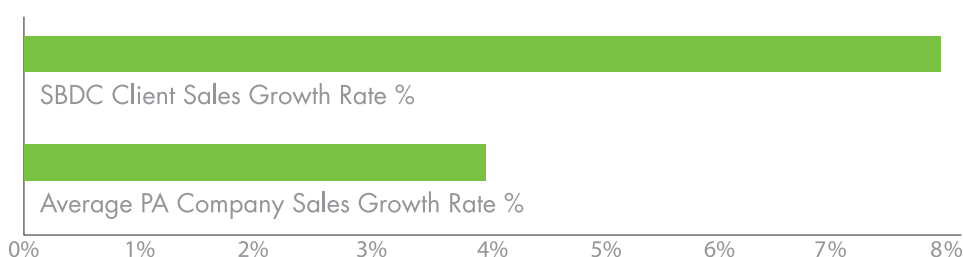
- Start **more than 24,300** new businesses
- Create **over 104,800** new jobs
- Obtain **over \$2.1 Billion** in start-up & expansion capital
- Expand sales by **\$8.7 Billion**
- Expand export sales by **\$1.3 Billion**
- Obtain **over \$2.1 billion** in government contracts
- Generate **more than \$796 million** in new tax revenue

SBDC Clients Grow Faster

Employment Growth Comparison



Sales Growth Comparison



Delivering Results

Average benefit to cost ratio:
\$6.63 / \$1

All impact data and figures are from independent analysis of the SBDC program in Pennsylvania by Dr. James Chrisman of Mississippi State University. Access the full study at www.pasbdc.org/impact.

Business Survival

Small business owners who receive assistance from an SBDC survive and grow, on average, at rates far greater than small business owners who do not.

80%

of SBDC-assisted clients are still in business 8 years after receiving assistance from the Pennsylvania SBDCs. SBDC clients survive at a rate approximately 35% higher than the average new business in the United States.

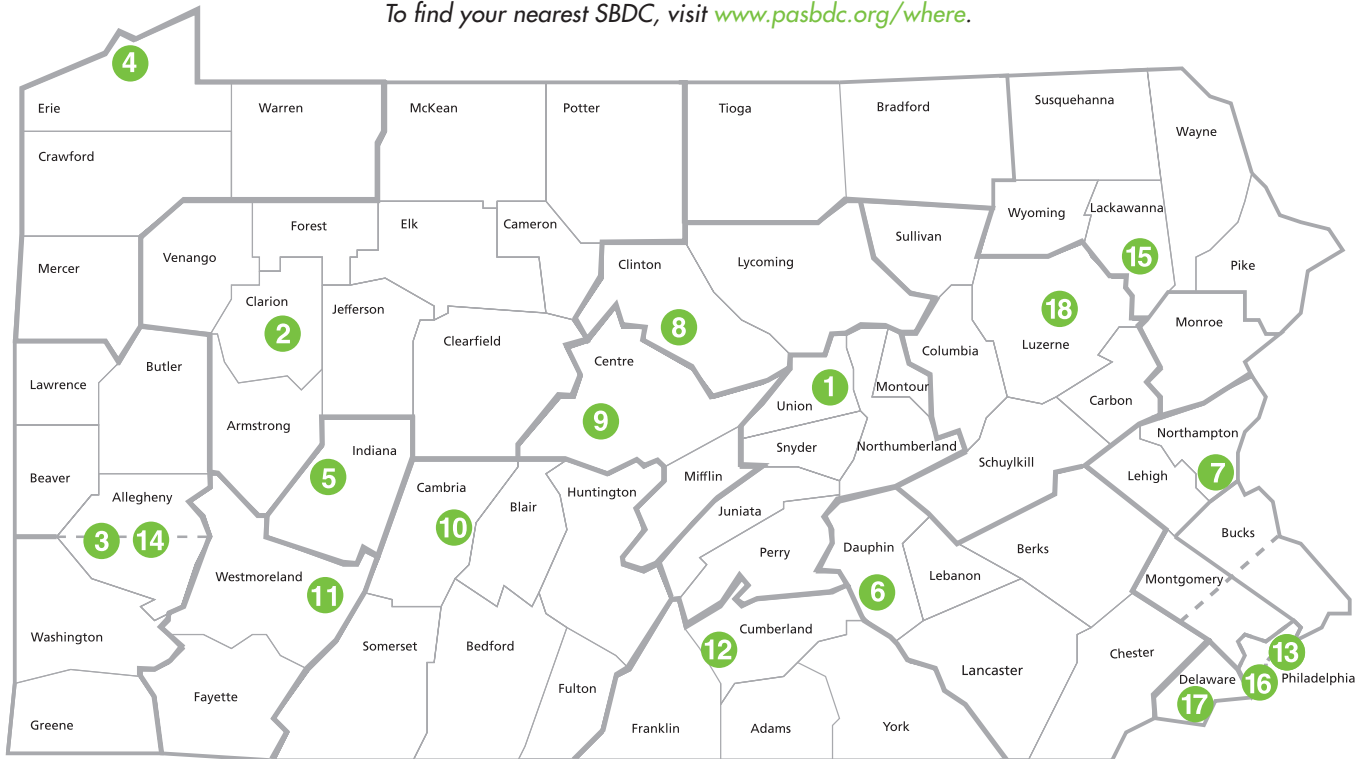


In summary, we have particularly good evidence that the Pennsylvania SBDC makes a long-term contribution to the performance of pre-venture clients.



Quote and statistics from a long-term study by Dr. James Chrisman of Mississippi State University.

To find your nearest SBDC, visit www.pasbdc.org/where.



Pennsylvania Small Business Development Center Locations

- | | | |
|--|--|---|
| 1 Bucknell University SBDC
Lewisburg, PA
570.577.1249
www.bucknell.edu/sbdc | 7 Lehigh University SBDC
Bethlehem, PA
610.758.3980
www.lehigh.edu/sbdc | 13 Temple University SBDC
Philadelphia, PA
215.204.7282
www.temple.edu/sbdc |
| 2 Clarion University SBDC
Clarion, PA
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Lock Haven, PA
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