

## Fall 2010 SBC Classes

**To Register call 252-536-7261**

SBC Director 252-536-7274

(Schedule is On Line at [www.HalifaxCC.edu](http://www.HalifaxCC.edu), click on "SBC")

**June 1, 2010**

There will a new SBC Director appointed probably by July, 2010.

Dick McCormick has retired and is moving out of state.

The new Director will be scheduling other classes as he gets established.

**Remember that the SBC exists to help you small business owners and aspiring business owners:**

- Free Small Business Seminars.
- Free Counseling for existing and new businesses.
- Free help with Business Plans.
- Free Resource Library in the HCC Library

<u>COURSE: SMALL BUSINESS</u>	<u>INSTRUCTOR</u>	<u>DATE</u>		<u>RM</u>	<u>CST</u>	
<b>STARTING &amp; OPERATING YOUR BUSINESS SUCCESSFULLY</b>	<b>FALL 10</b>					
Basic Bookkeeping and Taxes	McLamb	9/27	Mo 6-9:00	412	0	
How to Start a Non-Profit Business	Gore	10/5	Tu 6-9:00	412	0	
How to Write a Winning Business Plan	Collins	10/14	Th 6-9:00	412	0	
Small Business Resource Expo + Panels on Finance & Entrepreneurship (lite snacks provided)	UCP COG	10/18	Mo 5:30-8:00	401 & 412		
10 Steps to Starting Your Own Business	McLamb	10/19	Tu 6-9:00	412	0	
<b>DOING BUSINESS ON THE INTERNET</b>						
Easy Online Website Design & Web Marketing + Facebook	Brossman	10/5	Th 6-9:00	412	0	
<b>FINANCIAL TOPICS</b>						
How to Fix Your Credit	Bayse	9/9	Th 6-9:00	412	0	
Grant Writing 101	Abrams	9/14	Tu 5:30-8:30	401A	0	
Grant Writing 102	Abrams	9/23	Th 5:30-8:30	401A	0	
<b>OTHER</b>						
Notary Public	Evans-Barbee	9/13	& 15 M & W 6-9:00	412	65	
Electronic Notary	Evans-Barbee	10/18	Mon. 6-9:00	412	65	
Notary Public	Evans-Barbee	11/15	& 17 M & W 6-9:00	412	65	
<b>BUSINESS &amp; INDUSTRY SERVICES</b>	<b>FALL 10</b>					
<b>OCCUPATIONAL EXTENSION</b>	<b>FALL 10</b>					
RE Pre-Licensing (81 hrs.)	Eason	7/14	-12/7 Tu & Th 6-9:30	412	175	
RE Post-License: Broker Relationships & Responsibilities (30 Hrs.)	Eason	9/14	-9/28 Tu & Th 9-4:00	412	120	
Auto Safety Inspection (8 Hrs.)	Barrett	9/14	& 15 We & Th 6-10	115	65	
RE Post-License: Contracts & Closing (30 Hrs.)	Eason	10/5	-10/19 Th & T 9-4:00	412	120	
Plumbing & Fire Sprinkler CE (6 H)	Conwell	11/1	& 2 Mo & Tu 6-9:00	411	65	
RE Post-License: Selected Topics (30 Hrs)	Eason	11/2	-11/19 Tu & Th 9-4:00	411	120	
HVAC & Fuel Gas (Mechanical) (6 H)	Conwell	11/3	& 4 We & Th 6-9:00	411	65	
Electrical Contractors CE (8 Hrs.)	Conwell	11/8	& 9 Mo & Tu 6-10	411	65	
Auto Safety Inspection (8 Hrs.)	Barrett	11/17	& 18 we & Th 6-10	115	65	