

New!

Business Development & Training

Connecting business owners and managers to training, expertise, and opportunities.

Monthly Networking Opportunities

a Workforce Development - Community Futures Wood Buffalo partnership
Registration is required for all these events & don't forget to bring your business cards!



Business Connexions

8 to 9:30 pm 3rd Thursday of every month
starting Jan. 17, 2008
Event fee is FREE Location TBA

- Market yourself and your business to a pool of potential clients or partners
- Talk to local experts to get answer your specific issues or concerns
- Receive quick information on current & relative topics
- Keep up to date on upcoming business events and training

Breakfast with the Xperts

6:30 to 8 am 1st Tuesday of every month
starting Feb. 5, 2008
Event fee is \$45 Location TBA

- Get answers before you start your busy day
- Sit down to breakfast with an expert and peers to discuss your concerns and issues
- Meet and consult with advisors in the fields of Safety, Accounting, Law, Human Resource, Sales and Marketing, etc.

B2B Forum

7:30 to 8:30 pm 2nd Thursday of every month
starting Feb. 14, 2008
Event fee is \$30 Location TBA

- Talk to mentors from various industries for interactive feedback on your thoughts and ideas
- Participate on discussions on all aspects of a profitable business including: potential new business ideas, finance, marketing, people management, and legal.



Strategic & Development Planning

Exploring Entrepreneurship

Before you invest your life savings and quit your job, find out if you have what it takes to be an entrepreneur! Or perhaps you are already a business owner and you want to re-assess where you are and where you want to take your business.

Course Code: CEBUSDE210
Jan 21 & 23 M & W
7:00 to 10:00 pm Room: 235
\$189 + GST 6 Hrs

Self-Employed or Sub-Contractor

In-depth information on what it means to be self-employed or to be a sub-contractor. What is it and how is it different from being an employee? Learn about specifics on tax implications and tips on how you can better manage your activities.

Course Code: CEBUSDE220
Jan 28 & 30 M & W
7:00 to 10:00 pm Room: 235
\$189 + GST 6 Hrs

Starting Your Business Step by Step

So now that you are certain Entrepreneurship is for you! We will guide you on what you need to do to be up and running – including discussions on various organizations that provide service and support for businesses and their owners.

Course Code: CEBUSDE230
Feb 4 & 6 M & W
7:00 to 10:00 pm Room: 235
\$189 + GST 6 Hrs

Business Plans

Developing a business plan allows you to understand how your business is put together. You will learn how to manage your company more effectively as you put your plan into action. By creating a Business Plan you create a framework for you to start and grow your business. A high quality Business Plan will increase your ability to secure financing and contracts.

Course Code: CEBUSDE240
Feb 11 - 28 M & Th
7:00 to 10:00 pm Room: BL 141
\$535 + GST 18 Hrs

Company Profiles

A company profile is essentially a resume for your company that you use to establish your credibility with your market. In the Oilsands community, your Profile can be very useful in completing bid and prequalification packages. Profiles provide information to potential customers about your business which allows them to understand your company's approach, unique strengths, and relevant experience.

Course Code: CEBUSDE250
Mar 3 - 13 M & Th
7:00 to 10:00 pm Room: BL 141
\$355 + GST 12 Hrs

Growing Your Business

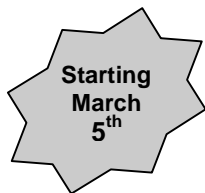
Do you want to increase capacity, move into a new market, get onto a new site, or go after larger or more contracts? Or are you currently experiencing unplanned growth? This course will help you plan for and manage growth including issues such as rationalizing and assessing risks.

Course Code: CEBUSDE260
Mar 17 - 27 M & Th
*Mar 24 is Easter – class moved to 25th
7:00 to 10:00 pm Room: BL 141
\$355 + GST 12 Hrs

Best Practices Series

Oilsands specific 3 hour weekly training on topics directly and immediately applicable to your day to day business decisions and activities.

Each session is \$99. Registration is required. See our website for specific topic dates.



- Bid Packages
- Marketing
- Selling & Sales
- Communications and Professionalism
- Tax Strategies
- Expanding Your Business
- Obtaining Financing

- Contracts and Business Law
- Safety & Your Business
- Financing for Growth & Expansion
- Recruitment & Retention
- Accounts Receivable & Accounts Payable
- Cash Flow Management
- Streamlining Your Business

- Succession Planning
- Diversity in the Workplace
- Leadership
- Financial Reports
- Project Management
- Managing Your Contracts
- E-Commerce

Consulting Services

Customized training solutions to help you succeed in reaching your business goals.

**For more information please contact wfd@keyano.ca or 791-4858
Visit our website at www.keyano.ca/businessdev to register,
view complete listing, get updates, & and participate in forums**