

# BUSINESS EDUCATION WORKSHOPS

• JULY 2011 • (WEDNESDAY'S & FRIDAY'S)

Date

7/1 **NO WORKSHOP SCHEDULED**  
Due to the July 4th Holiday

7/6 **LICENSING, PERMITS & INSPECTIONS 101**  
**\*TALK TO CITY INSPECTORS**  
**GET ANSWERS**  
3:00pm to 4:30pm  
Presented by the City of Chicago

To operate a successful business in Chicago you must know the requirements. Talk to inspectors from five City departments who will provide insight to operate safely, stay compliant, help prepare for licensing, permits and inspections, point out the do's and don'ts of operating your business. Don't miss this workshop.

7/8 **FINANCIAL INCENTIVES**  
**FOR ENTREPRENEURS**  
9:30am to 11:00am  
Presented by SomerCor 504Inc.

Did you know the City of Chicago provides financial incentives for business owners? Learn about the Small Business Improvement Fund (SBIF). It provides financial incentives to business owners, business tenants, or property owners attracting new business tenants to vacant space. Learn how these funds may pay for your business rehabbing, remodeling and renovation costs.

7/13 **ATTORNEYS, ACCOUNTANTS & BANKERS**  
**WHEN & WHY YOU NEED THEM**  
2:00pm to 4:00pm  
Presented by Corporate Creations

Learn what each legal specialty brings to your business and how these will start you on the right track. From setting up the proper corporate structure, providing record keeping, measuring profitability, to looking for capital you need. Come and learn how each professional brings value to your business.

7/15 **HOW TO MAXIMIZE THE USE OF**  
**LINKEDIN TO PROMOTE YOUR BUSINESS**  
9:30am to 11:00am  
Presented by DoughNutz, Inc

Do you have a LinkedIn profile? Have you ever made money from LinkedIn? Would you like to learn how? Learn how to attract people to your profile, how to build an endless pool of referrals, and most importantly, how to turn a profit from using LinkedIn.

Date

7/20 **TAKE CONTROL OF YOUR WEBSITE**  
**WITH WORDPRESS**  
2:00pm to 4:00pm

Presented by Becky Davis, SCORE Counselor

Frustrated with how hard or expensive it is to make changes to your website, then this seminar is for you. WordPress is a powerful website building, content management software customizable and free. Why is building your site in WordPress a good business choice? Come to this seminar and learn more about the power of WordPress.

7/22 **UNDERSTANDING EMPLOYMENT LAW**  
9:30am to 11:00am

Presented by Charles A. Krugel

Plan on hiring staff for your business? This workshop will teach you the importance of hiring the right people, what is appropriate to ask candidates, state and federal employment laws and employment related disputes.

7/27 **\*HOW TO BECOME CERTIFIED**  
2:00 to 3:00pm

**DOING BUSINESS WITH**  
**THE CITY OF CHICAGO**  
3:15 to 4:30pm

Presented by the Office of Compliance and the Department of Procurement Services (DPS)

Are you interested in doing business with or being a certified vendor with the City of Chicago? You don't want to miss this workshop. Come learn about the different types of procurement opportunities as well as the City's contract monitoring and compliance standards.

7/29 **NEW SHARED KITCHEN &**  
**SHARED KITCHEN USER LICENSES**  
9:30 to 11:30am

Presented by the Department of Business Affairs & Consumer Protection (BACP)

On September 6, 2011, a new ordinance will go into effect that creates a special category of business licenses for the operators and users of shared use commercial kitchens in the City of Chicago. Come and learn more about the new licenses, who needs them, what are the requirements and how to apply.

\* Workshops offered once a month.



All workshops are FREE and are located at the  
City of Chicago Department of Business Affairs and Consumer Protection  
City Hall, 121 N. LaSalle St., Room 805

Space is limited. Please reserve your attendance by calling 312.744.5344  
To learn more about BACP's workshops, visit [www.cityofchicago.org/bacp](http://www.cityofchicago.org/bacp)

