**9-Week Business Planning Course Schedule (Fall 2024)**

**Dates: Saturdays, September 14th–November 16th, 9am-12pm**

Class will be offered **VIA ZOOM**

*\*\*\*\*Please let us know if you have connection issues or wish assistance setting up Zoom. If you are going to miss a class, please let us know as soon as possible at rose@mycommunityloanfund.org.*

**This course covers:** 9 sequential 3-hour sessions presented by local business experts

**Course Outline: This outline may be subject to change**

**Session 1: Introduction to Entrepreneurship & Business Plans  Sept. 14th**

Time: 9:00am – 12:00pm

**Session 2: Legal Issues: Business Forms, Contracts & Intellectual Property Sept. 21st**

Time: 9:00am – 12:00pm

**Session 3: Marketing Concepts & Market Research            Sept. 28th**

Time: 9:00am – 12:00pm

**Session 4: Insurance Concepts and Accounting & Recordkeeping  Oct. 5th**

Insurance: 9:00am-10:30am

Accounting & Recordkeeping: 10:30am-12:00pm

**Session 5: Commercial Real Estate and Interactive Biz Plan Ex Oct. 12th**

Real Estate: 9:00am – 10:30am

Biz Plan Exercise: 10:30am – 12:00pm

**Session 6:** **Website Development  & Human Resources (HR) for Businesses Oct. 19th**

Website Development: 9:00am – 10:30am

HR for Businesses: 10:30am – 12:00pm

**Session 7: Banking/Credit for Small Business & Cash flow Projections Oct. 26th**

Banking: 9:00am – 10:30am

Cash Flow: 10:30am – 12:00pm

**Session 8: Social Media & Business Pitching & MWBE introduction Nov. 2nd**

Social media & Business Pitches: 9:00am – 10:30am

MWBE Introduction: 10:30am – 12:00pm

**NO CLASS- November 9th**

**Session 9: Financial Management for Businesses                             Nov. 16th**

Time: 9:00am – 12:00pm

\*\*\*\***\*If you or your organization would like to sponsor a scholarship,** please inquire directly to [Destiny@mycommunityloanfund.org](mailto:Destiny@mycommunityloanfund.org)