

# 2008

## Educational Program Schedule

**SBDC**  
PENNSYLVANIA

Small Business Development Center  
Lehigh University

*Helping businesses start, grow, and prosper.*

### JANUARY

**8 The First Step** - Get the best start possible. This program will address many questions you may have about financing, legal structure, insurance, ways to get into business, permits and licenses and more. Presented by Mary Beth Zingone, Associate Director, at the Small Business Development Center  
6:00 - 9:00 PM \$15.00

**16 Introduction to Doing Business with the Government**- Presented by Chris Jones, Program Director of Government Marketing at the Small Business Development Center  
9 AM - 12 PM FREE

**24 Business Fundamentals** - Legal Considerations One of the main reasons small businesses fail is because they don't seek legal help at critical development stages. Attend this class and learn more about the legal aspects of starting and running a business. Speaker: Buddy Lesavoy, Esquire Lesavoy Butz & Seitz LLC 6:30 - 9:00 PM \$35.00

### FEBRUARY

**5 The First Step** - Please see description of program (Jan 8)  
3:00 - 5:30 \$15.00

**20 Export Basics**: Presented by Cora Landis, Program Director, International Trade Development Program. This seminar will be held at the Bucks County Community College Upper County Campus  
6:30 - 9 PM FREE

### 20 Business Fundamentals

**Accounting Basics** - Presented by Jeffrey S. Berdahl, President of Berdahl & Company, P.C.  
6:30 - 9:00 PM \$35.00



### MARCH

**5 The First Step** - Please see description of program (Jan 8)  
6:30 - 9:00 PM \$15.00

**18 Doing Business with the General Service Administration (GSA)**  
9 AM - 12 PM FREE

**27 Where to Find the \$\$\$ for Your Business** - For those starting or running a business who need to know about: start-up capital; business expansion needs; working capital loans; equipment and real-estate financing; lines of credit; SBA loans; angel and alternative funding programs. Pre-registration is required this seminar  
6:30 - 9:00 PM FREE

### APRIL

**9 The First Step** - Please see description of program (Jan 8)  
3:00 - 5:30 \$15.00

**22 Business Fundamentals Marketing for Small Businesses**  
Presented by Andrew Stanten, President, Altitude Marketing Pre-registration is required this for seminar  
6:30 - 9:00 PM \$35.00

**29 Doing Business with the Commonwealth of PA**  
9 AM - 12 PM FREE

*Details can be found on the SBDC website at [www.lehigh.edu/sbdc](http://www.lehigh.edu/sbdc) or by calling the SBDC at 610-758-3980*

## Inc.

A special free offer for SBDC Seminar Attendees! Included with your registration fee (\$10 or more) is a one-year subscription to Inc. magazine, valued at \$10.00! To activate the offer, attend an SBDC seminar and see the class moderator on the day of the class for full details



The Lehigh SBDC, funded in part by the U.S. Small Business Administration, offers a variety of educational programs designed to meet different needs of small businesses. Participants receive valuable information, recommendations, research ideas and are able to network with other entrepreneurs and meet seasoned professionals from the business community.



*"Funding support and resources are provided by the Commonwealth of Pennsylvania through the Department of Community and Economic Development; through a cooperative agreement with the U. S. Small Business Administration, and through support from Lehigh University. All services are extended to the public on a non-discriminatory basis. Special arrangements for persons with disabilities can be made by calling 610-758-3980. All opinions, conclusions or recommendations expressed are those of the author(s) and do not necessarily reflect the views of the SBA."*