

# Small Business Center Seminars

**Pre-registration is required for all seminars. To pre-register contact Jeanell Sweat at (910) 642-7141, ext. 397 or by e-mail at [jsweat@sccnc.edu](mailto:jsweat@sccnc.edu). For more information about the SCC Small Business Center contact Brenda Orders at (910) 642-7141, ext. 419 or by email at [borders@sccnc.edu](mailto:borders@sccnc.edu).**

## **Stress and Sanity in the Workplace**

This program will focus on understanding your stress quotient, pinpointing how change causes your stress, deciding what you can and cannot change, the Big Three: Alter, Accept, Avoid, how to bring more enjoyment into your life as well as practical suggestions for lowering stress.



**Th 9am-noon 6/05 SCC, T-120 M. Collins**

## **21st Century Manager**

In the program, you will understand how who you are affects how you manage, how to manage younger workers, how negativity can destroy a workplace, how to identify problems before they happen, how to create a priority system, how to be a better teacher—which is what managers really are, and when it is time to be the boss.

**Th 1-4pm 6/05 SCC, T-120 M. Collins**

## **Overcoming the Fear of Public Speaking**

Enhance your career, business and life with this step-by-step participatory class assisting each student in being effective in public speaking.

**Th 1-4pm 6/12 SCC, T-120 M. Brossman**

## **Making Money Online While You Sleep**

In this three hour seminar, you'll discover multiple ways to make money online. Many of the ways have nothing to do with selling a tangible product. Best of all, most of the ways have a low start-up cost with a high income potential.



**Th 6-9pm 6/12 SCC, T-120 M. Brossman**

## **The Business Side of Operating Faith-Based Organizations**

This seminar is important because of the vital information provided in it. It is designed for ministers, treasurers, deacons, elders and trustees to help them become acquainted with the legal definition of the church (non-profit/tax exempt), IRS rules in accounting, 1099's, W-2 forms, reporting requirements for ministers, designated funds, and audits, as well as developing policy for handling finances.



**T 6-9pm 6/17 SCC, T-120 S. Gore**

## **Gung Ho! How to Unleash Energy in the Workplace**

All organizations are trying to be more competitive, boost morale, increase sales and profitability, provide better customer service, and build stronger teams.

However, these interventions can only be successful when employees comprehend and support new business strategies.

This program will help people unleash their energy in the workplace.

**W 9am-noon 6/25 SCC, T-120 J. Bullins**



## **Joy for the Journey**

This program will help people find balance by discovering the power of joy. By using the PAC Model participants will understand how to have joy for the Journey. The PAC Model is an acronym for three areas that people need to evaluate for balance: P-Perspective, A-Autonomy and C-Connectedness.

**W 1-4pm 6/25 SCC, T-120 J. Bullins**

## **"Crisis Communication-Communicate to Your Staff, Community and Media During a Crisis"**

How can a crisis affect your future business? Attending this seminar will help your organization learn how to define a crisis, how it affects your organization and people, how to prepare your staff before a crisis, the do's and don't's when speaking with the media, and positive phrases to teach your frontline staff.

**T 9am-noon 7/29 SCC, T-120 J. Formica**

## **"Sexual Harassment-What EVERY Person in Your Organization BETTER Know"**

Attend this seminar and learn how to recognize and identify the various types of sexual harassment, learn the most common personality types that could feed sexual harassment, learn how to recognize a sexual harassment complaint, learn a step-by-step guideline when taking a complaint, learn how to investigate a complaint, learn what to do and say after the investigation is over to maintain a positive atmosphere.

**T 1-4pm 7/29 SCC, T-120 J. Formica**



## **Putting Your Pool to Bed**

Are you ready to put your pool to bed? If so, follow these simple techniques and your pool will be easier to start-up or wake-up next spring. This class will cover proper winterizing to prevent pipe and equipment freeze, water balance for the winter, proper storage of pool equipment, pool covers, and leaf and debris reduction in your pool.

**M 6-9pm 8/11 SCC, T-120 E. Davis**

