



Time for a Business Checkup?

New Year's Resolutions, new goals, resolutions. This time of year is ripe for planning new beginnings and making oneself fit and healthy for the coming year. We all think about these things for ourselves, but as a business owners, is your establishment on your radar? Does your business need a "check-up"? How do you hope this year will look for you?

This month's **Malheur Enterprise** article addresses this very topic, and Director Andrea Testi outlines just what sort of things you can analyze in your own business in order to make it stronger, more effective, and healthier. [Click here](#) to read the article!





Quickbooks and Excel for Desktop Applications

Date: Tue, Wed and Thu,
January 31 - February 2, 2017
Time: 1:00 - 4:00pm
Location: Workforce Training Center,
TVCC Campus Room #104
Cost: \$200 (includes materials)

Join Instructor Michael Braden in this Quickbook class, designed for both the beginner, as well as the person who has bookkeeping experience and would like to maximize what they can do.

Topics will include how to create and customize company forms and reports, do basic job costing, memorize transactions, and reconcile bank and credit card statements. This class is targeted for the small business owner, entrepreneur, or individual wanting to gain confidence in the basic functions of this powerful accounting software.

There is limited seating for this class, so please RSVP by January 20th to save your spot.

Now, if you just read through all that and wondered "what is Quickbooks again?" then **follow this link** for a great video that highlights just what Quickbooks does, and why it is such a useful program!

TO REGISTER call Debbie Jo, TVCC SBDC, at 541-881-5772. (More registration info **HERE**.)

Government Contracting Assistance Program (GCAP)

Date: January 26, 2017
Time: 8:30 am
Location: Weese Room, TVCC Campus
Cost: Free (registration required)

These free workshops are offered in partnership with GCAP to introduce people to the resource of government contracting.

Offering three different courses, the workshops will take place throughout the day and be offered at different times so that participants can take part in more than one workshop.

- Government Contracting Basics
 Target audience: those who are new to the government contracting experience or those needing a refresher.
- Federal Certifications
 Target audience: businesses interested in Federal Certifications such as HUBZone, Woman Owned and Service Disabled Veteran Owned Businesses. Presented by Larry Demirelli, SBA.
- Basics of Proposal Development
 Target audience: those seeking an introductory to intermediate level course on how approach federal solicitations and then prepare a proposal.

To REGISTER, click **HERE**.

(Note: you may attend multiple classes, but you will need to register for each class individually. Individual links found on the registration page.)

Intro to Microsoft Excel

Date: Tuesday, Wednesday & Thursday, February 7-9, 2017

Time: 1:00 - 4:00pm

Location: TVCC Workforce Training Center, Room #104

Cost: \$99 (Special price - includes book!)

Instructor and CPA, Michael Braden, will take the class through a step-by-step, skill based introduction to Microsoft Excell 2013, and is ideal for the beginning computer user who wants to be well-versed in Excel.

Microsoft Excel is a powerful and efficient tool that allows you to sort, organize, calculate and review information for your business, and this course will teach the basics on how all those functions are accomplished. The information you learn will be easy to take home and apply to your business or personal accounts.

TO REGISTER call Debbi Jo, 541-881-5772. (More registration info [HERE.](#))

Ready-set-go!

This month we've focused on ways to get your business in shape and up to speed in the new year. Want some help? We want to meet with you!

The TVCC SBDC's assistance is tailored to our local community. We have the ability to shape our services to correspond to unique client needs, local business trends, and individual business requirements. Our affordable classroom training is offered through locally facilitated workshops and online training. This hybrid delivery format provides flexibility for those business owners who can't attend in-person classes or prefer the flexibility of just-in-time training. Our advisors will come to your place of business or meet with you in-office. They'll ready and able to help you with strategy, forming a business plan, organizing your marketing strategy, and so much much.

[Click here](#) to read more about the many ways we serve our clients, the services we offer, and even read up on a few of the success stories from folks with whom we've had the privilege of working.

To get in touch with us, call Debbie Jo at our office at 541-881-5772.

Happy New Year! We wish you success in your all endeavors in 2017!

Andrea and the SBDC Team

Michael, Christina, Chris, Liz, Shawn, Roy, Debbie Jo



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What We Do - Help Create, Grow, and Run Successful Businesses

Andrea R. Testi, Director

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