**Business training topics include but are not limited to:**

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| --- | --- |
| * Business Startup training * Branding * Marketing * Finance (a business) * Writing a business plan * Business fundamentals * Human Resource * Social media marketing * Bidding for projects * Creative thinking in business * Understanding business taxes * Contract management * Market research and analysis * Financial management and planning * Business operations and legal considerations * Business accounting and/or bookkeeping * Building an effective business website * Selling online | * Marketing your business and getting work * Basic business and communication skills * Drafting a business capability statement * Designing a business portfolio and website * Using social media to reach clients * Finding capital or funding * Responding to a Request for Proposal (RFP) * Running a business * Managing a crisis * Expanding your team * Overhead rate and audit processes * Working with MnDOT once a project is secured * Human resource management and team building * Budget management and cost control * Risk management: protecting your business |