



2011 KNOWLEDGE TRANSFER
ALLIANCE

FREE Business Management Presentations

UM HUTCHINSON CENTER
80 Belmont Ave (Route 3), Belfast, ME
Saturday, March 26, 2011

| Time | <u>Room 101</u> <i>(Hands-on work on 18 computers)</i> | <u>Conference Center:</u> <u>Room 138 A, B, & C</u> |
|-------------|---|---|
| 9-10am | | Setting Your Vision & Sticking to It John Mahon, Maine Business School |
| 10-11am | Marketing Your Business Bernardita Silva & Nicole Gogan, KTA | Time Management 101 Scott Anchors, Maine Business School |
| 11am-12noon | Using Internet Marketing & Social Networking Greg White & Anders Beal, School of Economics | QUICKBOOKS, Introduction Senthil Sockalingam & Matt Ciampa, KTA |
| 12noon-1pm | <i>Please bring lunch!</i> | <i>Coffee & snacks provided!</i> |
| 1-3pm | Building Your Budget & Record Keeping in Excel Aaron Hoshide, School of Economics | QUICKBOOKS, Specific Topics <small>If possible, please bring laptop w/ QuickBooks!</small> Senthil Sockalingam & Matt Ciampa, KTA |