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## What's Happening in March

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**From** Pacific Islands SBDC Network <sbdc@pacificislandssbdcnetwork.ccsend.com>

**Date** Mon 03/03/2025 08:00

**To** Bernadette V. Capindo <capindob@triton.uog.edu>

[EXTERNAL EMAIL - Please use caution when opening attachments or clicking links.]



## ***UPCOMING TRAININGS***

**FINANCING OPTIONS FOR SMALL BUSINESS NEEDS**

*Unlock your business's potential with a comprehensive marketing plan that defines your target market, messaging, and channels.*

March 7, 2025 | 8:30-11:00am | \$20.00 | UOG SBPA Rm. 148

## **Financing Options for Small Business Needs**

**March 7, 2025 | 8:30am - 11am | \$20.00 | UOG SBPA Rm. 148**

**Registration Link: <https://pisbdcn.ecenterdirect.com/events/5328>**

- Gaining access to capital can be challenging but is crucial for running a small business.
- Understanding available funding options on Guam is essential to meet business needs.
- Key aspects covered:
  - When to borrow
  - Why your small business needs to borrow

- How much to borrow
- Learn about lender criteria for business loan applications.
- Understand what to expect during the loan application process.
- This workshop prepares small businesses for applying for a business loan.

**Register Now**

STATE SMALL BUSINESS CREDIT INITIATIVES

**Artificial Intelligence and Generative Pre-Trained Transformers**

BOOST YOUR SMALL BUSINESS WITH AI & GPT: AUTOMATE TASKS, WOW CUSTOMERS, AND UNDERSTAND YOUR DATA!

**Kenneth Hizon**  
Business Advisor  
Training Coordinator

March 13, 2025 | 8:30-11:00AM | Free | UOG SBPA Rm. 148

## SSBCI: Artificial Intelligence and Generative Pre-trained Transformers

**March 13, 2025 | 8:30am - 11am | FREE | UOG SBPA Rm. 148**

**Registration Link: <https://pisbdcn.ecenterdirect.com/events/5345>**

- Learn about artificial intelligence (AI) and Generative Pre-trained Transformers (GPT)
- How these technologies can benefit small businesses in automation, customer engagement, and data analysis.

**Register Now**

ACCOUNTING/BUDGET

**QuickBooks - Part. I**

*This hands-on course introduces QuickBooks' essential features, guiding you through business setup, data entry, and tracking, so you can confidently manage common tasks and access advanced tools.*

March 14, 2025 | 8:30-11:00 am | \$150.00 | UOG SBPA Rm. 148

## QuickBooks - Part I

**March 14, 2025 | 8:30am - 11am | \$150 | UOG SBPA Rm. 148**

**Registration Link: <https://pisbdcn.ecenterdirect.com/events/5329>**

- Introduction to establishing an entity in QuickBooks with a hands-on approach.
- Learn the basic features of QuickBooks through practical exercises.
- Understand the types of business information that need to be tracked.
- Gain experience in entering and tracking business data in QuickBooks.
- Become familiar with common QuickBooks tasks and business setup.
- Explore available resources for learning more advanced QuickBooks features.

**Register Now**



SHRM - HUMAN RESOURCES

## HR BASICS FOR SMALL BUSINESS

*This seminar offers employers guidance on managing HR aspects such as recruitment, employee classifications, timekeeping, and compliance, while providing tools and resources to help small businesses reduce the risk of violations.*

March 21, 2025 | 8:30-11:30 am | Free | UOG SBPA Rm. 148

**SHRM**  
Guam Chapter



## HR BASICS FOR SMALL BUSINESS

**March 21, 2025 | 8:30am - 11:30am | FREE | UOG SBPA Rm. 148**

**Registration Link: <https://pisbdcn.ecenterdirect.com/events/5387>**

- Guidance on managing various aspects of human resources, including employment issues and workplace regulation.
- Tools and resources designed to help small businesses handle HR tasks efficiently and reduce the risk of violations.
- Key compliance topics covered, including recruitment, hiring, and employee classifications.
- Best practices for timekeeping, record-keeping, and the payment of wages.
- Addressing disciplinary actions and terminations in a compliant and effective manner.

**Register Now**

BUSINESS PLAN, BUSINESS START-UP/PREPLANNING, WOMAN-OWNED BUSINESSES

## WIB: Women in Leadership (Okay Queen!)

Explore the unique perspectives women bring to leadership roles and their challenges and opportunities therein. Engage with case studies and insights from successful female leaders.

March 26, 2025 | 2:00-4:00 pm | Free | UOG SBPA Rm. 148



## WIB: Women in Leadership (Okay Queen!)

March 26, 2025 | 2pm - 4pm | FREE | UOG SBPA Rm. 148

Registration Link: <https://pisbdcn.ecenterdirect.com/events/5354>

- Explore the unique perspectives women bring to leadership roles and their challenges and opportunities therein.

Register Now

COMPUTER IN SMALL BUSINESS, TECHNOLOGY

## PowerPoint Essentials: Crafting a Compelling Presentation

This workshop equips participants with essential Microsoft PowerPoint skills, covering slide creation, design, multimedia integration, charts, content development, and presenter tools to enhance communication and presentation effectiveness.

March 28, 2025 | 8:30-11:00am | \$50.00 | UOG SBPA Rm. 148



## PowerPoint Essentials: Crafting a Compelling Presentation

March 28, 2025 | 8:30am - 11am | \$50 | UOG SBPA Rm. 148

Registration Link: <https://pisbdcn.ecenterdirect.com/events/5333>

- Introduction to establishing an entity in QuickBooks with a hands-on approach.
- Learn the basic features of QuickBooks through practical exercises.
- Understand the types of business information that need to be tracked.
- Gain experience in entering and tracking business data in QuickBooks.
- Become familiar with common QuickBooks tasks and business setup.
- Explore available resources for learning more advanced QuickBooks features.

Register Now

**DISCLAIMER:** The Pacific Islands Small Business Development Center Network (PISBDCN) at the University of Guam – School of Business & Public Administration is partially funded by a cooperative agreement with the U.S. Small Business Administration (SBA). All opinions, conclusions or recommendations expressed are those of the author(s) and do not necessarily reflect the views of the SBA.

Requests for reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Language assistance services are available for limited English proficient individuals with at least two weeks advance notice. For arrangements, please contact Guam SBDC, P.O. Box 5014 Mangilao, Guam 96923, Tel: (671)735-2590, or Email [sbdc@pacificsbdc.com](mailto:sbdc@pacificsbdc.com). Services are extended to the public on a non-discriminatory basis.

Pacific Islands SBDC Network | Jesus & Eugenia L.G. Bldg School of Business & Public Administration Room#148 | Mangilao, 96923 GU

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