

## Business Management for Building Professionals

**Instructor(s):** Todd Blackley, CGP

Learn the management skills that give industry leaders the edge. This course will give you a solid foundation for managing small to medium size building/remodeling and service companies. This course explains critical elements and presents practical tips and tools for managing a business successfully. You'll get a solid grasp of business best practices and practical tools of value whether you are a new or experienced business owner.

### As a graduate of this course, you will be able to:

- Discuss common business challenges and learn practical tips and tools to overcome them
- Explain the three basic functional areas within a company
- List the five main tools used to improve a business
- Apply each of the five Ps to the three functional areas of the business
- Identify methods of recruiting, interviewing, training and retaining quality personnel
- Apply the key measures of business performance to your own business

### Designation Credit:

CAPS; CGA; CGB; CGP; CGR; Master CSP

### Continuing Education Credit:

CAPS; CGA; CGB; CGP; CGR; CSP; CMP; GMB; GMR; Master CSP; MIRM : AIA: 6 CES HSW LU



March 8, 2016  
9:00 AM - 5:00 PM

Rochester HBA  
20 Wildbriar Road  
Rochester, NY 14623



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## Additional Information

### Business Management for Building Professionals

#### DATE:

March 8, 2016  
Sign-In: 8:30 AM  
Session: 9:00 AM - 5:00 PM

#### LOCATION:

Rochester HBA  
20 Wildbriar Road  
Rochester, NY 14623-3905

**Registration Deadline:**  
February 24, 2016

**An Additional \$40 Late Fee Will Apply Beyond February 24th Deadline Date**

## To Register

BY PHONE  
(518) 465-2492 \*110

BY FAX  
(518) 465-0635

BY MAIL  
NYSBA REF  
152 Washington Avenue  
(Lower Level)  
Albany, NY 12210

ONLINE  
[www.nysba.com/ref](http://www.nysba.com/ref)

## Registration Information

(one form per attendee)

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ CELL \_\_\_\_\_

FAX \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

Please note: It is NAHB's policy not to share or sell its e-mail addresses.

### Fees and Payment

Registration fee includes course material and lunch.

\$260 NAHB/Local Member  \$310 Non-Member

**\$40 Late Fee Applies after February 24th Deadline**

Check made payable to: NYSBA REF

MasterCard  Visa

CREDIT CARD NUMBER \_\_\_\_\_

EXP. DATE \_\_\_\_\_ CSV NUMBER \_\_\_\_\_

NAME ON CARD \_\_\_\_\_

SIGNATURE \_\_\_\_\_

### Cancellation Policy

(10) or more business days prior to the course - full refund.  
Less than (9) or failure to attend - liable for the entire fee.