

## Career & Business

### Introduction to SCORE

Starting, operating and growing a business is a large undertaking. Learn about resources and services available through SCORE, resource partner of the U.S. Small Business Administration. Meet a SCORE Mentor and learn about this new service coming to Schimelpfenig beginning February 6

Schimelpfenig Tue Jan 21 6:30pm

### Introduction to Writing a Business Plan

Learn the essentials of writing a business plan from Dallas SCORE representatives. This session will walk you through the 8 sections of a business plan and what is needed to complete them. Connect with a SCORE mentor who can help you continue to hone and implement your business plan

Davis Wed Feb 12 6:30pm

### Job Search Seminar

Get tips on creating your resume and preparing for a successful interview. Learn about our online resources that will help you research businesses, find a job online, and improve your e-skills

Davis Sat Feb 15 2-4pm

### Make Engaging Small Talk

Being able to warmly and engagingly speak to others is critical for both personal and professional success. This workshop will explore the science and the skills behind effective small talk and offer personal practice. Presented by McClain Watson, Director of Business Communication Programs at University of Texas at Dallas

Schimelpfenig Tue Feb 18 6:30pm

### Lynda.com

Learn how to search, save videos and set up a profile to get the most out of this free library resource. Lynda.com will teach you anything from Excel to Photoshop to how to play the ukulele

Haggard Sat Feb 22 10am

### Tell Your Story in 60 Seconds

Communicate your idea, who you are, or how you can benefit a company or organization in a way such that any listener can understand it in a short period of time. Learn how to design your pitch to get a positive response. Presented by Andrella Thomas from Capital One

Schimelpfenig Tue Feb 25 6:30pm

### Navigate for Career Seekers

Are you looking to start a new career, switch fields or return to work after time off? Do you wonder what the job market is like? Learn ways to think about careers and navigate the education path to get there. Presented in partnership with Collin College

Haggard Thu Mar 5 11am

### Turn Busy Into Productive

Are you ready to take control of your day, find the time you need and say NO to timewasters? Learn to identify and manage distractions, increase your productivity, manage your email and more with Debra Austin from Chaos2Results Business Coaching

Davis Tue Mar 17 6:30pm

### Resume Review and Mock Interviews

#### Capital One HR HEART

HEART connects partners with individuals currently facing barriers to steady employment or who are new to the workforce environment. Bring your resume for review and participate in interview practice.

Conducted by Capital One Human Resources associates. Come and go

Haggard Fri Mar 20 11am-2pm

### Write Effective E-mail

Despite the rise of texting and other bite-sized forms of writing, email is still by far the most prevalent form of writing in the professional world. Learn how to write clear and warm email that will be read and acted upon by your readers. Presented by McClain Watson, Director of Business Communication Programs at University of Texas at Dallas

Schimelpfenig Tue Mar 24 6:30pm

### LinkedIn Profile

Learn more about this popular networking website, including how to build a profile, post content and add professional contacts

Haggard Sat Mar 28 10am

### Reference USA for Your Business & Career

Learn to use Reference USA to start a business, find marketing prospects, make a career change or perform a job search

Davis Sat Apr 18 10am



## SCORE Business Mentoring



Dallas

Connect with a Dallas SCORE Mentor to receive free small

business advice. Highly successful and experienced business professionals and entrepreneurs serve as SCORE mentors, delivering valuable, timely, and practical advice on every aspect of business. This is a free service for start-ups or existing businesses. Call SCORE to make an appointment at 214-987-9491

Schimelpfenig Thursdays Beginning Feb 6

Appointments available at 10 am | 11 am | 12pm



Offers practice tests and review materials for a wide range of topics from general school subjects to state exams, college admission and AP classes. [Planolib.org](http://Planolib.org)>Learn>Research & Learn



## Money Smart Classes



### Understanding Social Security Benefits (adults)

What does “retirement” mean? Do you know how your social security benefit is calculated? What’s the best age to start receiving retirement benefits? Get answers from Angie Hoquang, Social Security Administration Specialist

Schimelpfenig Fri Feb 14 9:30am

### Medicare 101 (adults)

Are you eligible for Medicare and confused about options for Medicare coverage? Are you still working with employer coverage and wondering if you should sign up for Medicare or not? Are you or a loved one having a hard time affording your Medicare costs? Mary Jane Frank, Benefits Counselor for Area Agency on Aging of North Central Texas, will cover the basics of Medicare and government programs to help with Medicare costs

Schimelpfenig Fri Feb 21 9:30am

Haggard Tue Mar 31 6:30pm

### Healthy Eating on a Budget (adults)

Learn research-based steps to incorporate healthy nutrition, more natural foods, physical activities, food safety and wise resource management into your life. Presented by Annie Tinsley of Texas AgriLife Extension

Schimelpfenig Fri Mar 6 9:30am

### Setting & Achieving Financial Goals (adults)

Prepare for life’s adventures and surprises by setting goals and making plans. Learn about different savings account options, advantages of renting vs. buying, and positioning yourself for financial success.


Presented by Bank of America

Haggard Thu Mar 26 6:30pm

### Building Wealth (ages 16+)


You can create personal wealth and meet your financial goals. By choosing to budget, save and invest, you can pay off debt, send your child to college, buy a comfortable home, start a business, save for retirement and put money away for a rainy day. An introductory workshop on financial literacy, based on curriculum created by the Federal Reserve Bank of Dallas

Haggard Tue Apr 7 6:30pm



## Save Money

read newspapers with  
Pressreader from RB Digital



pressreader™

[Planolibrary.org](http://Planolibrary.org)>Learn>eBooks & More

### Managing Your Money (adults)

Learn how to handle debt, basics about bank transactions, emergency funds, and how to make a budget and use it. Presented by Bank of America

Harrington Sat Apr 25 2pm

### Manejando su Dinero (adultos)

Hablaremos sobre lo siguiente cómo manejar deudas, conceptos básicos sobre transacciones bancarias, qué debe cubrir un fondo de emergencia, y cómo hacer un presupuesto y cómo usarlo. Presentado por Bank of America

Harrington Sat Apr 25 2pm

