

Attention Small Business Owners

Take advantage of training courses offered through Dallas College with customized training at all levels



The Texas Workforce Commission Skills for Small Business Fund Training courses begin the second quarter of 2022. You can:

- Take advantage of an assessment that helps identify training needs
- Select in person or online training
- Request one or more courses for your employee(s)
- Course dates are flexible

Second Quarter 2022 Course Offerings:

Essential Core Business

- Negotiating/contracts
- Marketing/branding
- Human resources
- Accounting/budgeting
- Management and bonding bid contract estimating

Results Driven Leadership

- Effective communication and team building
- Customer service
- Time management
- Diversity/inclusion
- Generations in the workplace
- Conflict resolution
- Change management
- Leading versus supervising
- Delegation

Relationship and Sales

- Customer service
- Asking open-ended questions
- Elevator pitches
- Learning cold calling
- Overcoming objectives
- Closing the sale
- Connecting with new/current prospects and asking for referrals

Computer Fundamentals

- Microsoft Suite 365

What others are saying about the training:

“Great class. More companies should take advantage of this training.”

“Very informative from a management perspective. Many tools can be taken from the course to use in every day operations and long-term goal achievement.”