



Certified Business Building Online Course

Joyful Living Services is giving a "Certified Business Building" Course.

Course Definition

Marketing is the one of the most important aspects of a successful business and it's something that not all of us are natural at. In order to market your idea and yourself you need the proper tools to do so. In order to create a successful business you have to be organized. Organization is the key to success in business because not only do you have to keep up with your paperwork for tax purposes, but depending on what type of business you are going to start, there is always paperwork involved. Not to mention supporting your clients and creating new business at the same time. So where do you begin? Are you overwhelmed wondering what step you should take first, second, third, and so on? This course is designed to help you market yourself and your business, eliminates the overwhelming feelings, and helps you get organized and create a successful business. If you are already in business this course will help organize the way you run your business and help market your business. This course began 3 weeks ago and is available today.



Course Details

This course runs for 16 weeks online. It contains 16 lessons on the web which are given 1 lesson per week. You will follow along with us 1 week at a time. The files are in PDF format and will be ready to download every Thursday evening. You will receive a certificate at the end of this course. There is work that needs to be completed for each session and there is a test at the end of the course that needs to be notarized and sent in to us for credit. The work will be noted and the test will be graded as you turn them in. They will need to be mailed, faxed, or e-mailed to us. This course is on your own time so you can complete the lessons at your own pace or you can complete them once a week as the course runs. If you are going on vacation, are ill, or don't have the time every week to read the lesson and complete the work you will not be penalized. Because this course is online and is on your own time, you are responsible for turning in your work when it is done. You will receive your certificate once all the work has been turned in and once your final exam is graded and passed. The certificate will state that you have studied business development which will give your customers confidence in you and your business.

Course Cost

This course costs \$300. The course can be paid in full up-front, in two payments of \$150 each, or \$75 per month. It can be paid by check, credit card, Western Union, or bank wire.

Special Double Course Discount

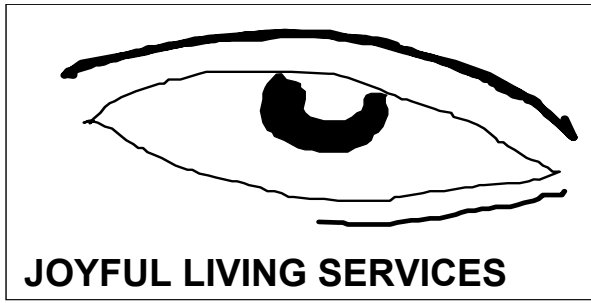
If you would like to take two of our courses at the same time, you can take them for a discount of \$100. Let us know if you want to take advantage of this special double course discount when you register.

Questions & Registration

Fill out the attached registration form and mail it to us along with your payment to Joyful Living Services, P.O. Box 485, Weimar, CA 95736-0485, USA or fax it to us at 530-878-1119. You can also contact us via e-mail at iridology@netzero.net, by phone at 530-878-1119 or 800-704-9800. We will need your name, company if you have one, mailing address, phone, fax, e-mail, and payment information to complete your registration process.

Topics covered in this course

1. Business Name
2. Mission Statement
3. Purpose in Life
4. Goal Setting
5. Fictitious Business Name
6. Business License
7. Resale License
8. E-mailing
9. Post Office Mailings
10. Business Checking account
11. Newsletter
12. Monthly Specials/Coupons
13. Postage
14. Office/Home Business
15. Services Offered
16. Products Offered
17. Advertising
18. Telephone Numbers
19. Fax Number
20. E-mail Address
21. Web Site
22. Lectures
23. Consulting
24. Bartering
25. Referrals
26. Bookkeeping
27. Equipment
28. Database
29. Education
30. Expos/shows/Lectures
31. Networking
32. Sister Companies
33. Taxes
34. W2's
35. Legal Agreements



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Please fill out one form for each registrant:

Name: _____

Company: _____

Address: _____

Address: _____

City, State: _____

Zip Code: _____

Country: _____

Telephone: _____

Fax: _____

E-mail: _____

Payment By: (Please circle one) Credit Card Bank Wire Personal Check Western Union

Credit Card #: _____

Expiration Date: _____

Date Funds were Wired (if bank wire): _____

Check Number (if personal check mailed): _____