

# Business Management for Building Professionals

## The Business of Building

Instructor(s): Thomas DiBenedetto, CGB

Learn the management skills that give industry leaders the edge. This course will give you a solid foundation in those best business practices so valuable to smaller businesses: planning, organizing, staffing/directing and controlling. By using case studies and sample forms, your instructors give you practical and applicable tools for management success.

### 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



July 9, 2009

8:30am - 5:00pm

Broome-Tioga BOCES  
435 Glenwood Road  
Binghamton, NY 13905



## Additional Information

Business Management for Building Professionals

July 9, 2009  
Check-in: 8:30am  
Session: 9:00am - 5:00pm

Location:  
Broome-Tioga BOCES  
435 Glenwood Road  
Binghamton, NY 13905

Pre-registration required by July 2nd.

50% tuition reimbursement, up to \$120, is available for participants in the New York ENERGY STAR® Homes and Home Performance with ENERGY STAR® Program.



## To Register

By Phone  
not available

By Fax  
518-465-0635

By Mail  
One Commerce Plaza  
Suite 704  
Albany, NY 12210

Online  
[www.nysba.com](http://www.nysba.com)

## Registration Information

(one form per attendee)

NAME \_\_\_\_\_

HBA NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

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

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

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

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

## Registration Fees

Includes course materials and lunch.

NAHB Member \$240       Non-member \$300

## Payment Information

Check Make Payable to: NYSBA REF  
 MasterCard       Visa

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

EXP. DATE \_\_\_\_\_ VIC CODE \_\_\_\_\_

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

SIGNATURE \_\_\_\_\_

For NYSERDA 50% tuition reimbursement please indicate:

ES Builder -- Tracking #: \_\_\_\_\_

HERS Rater -- Rater #: \_\_\_\_\_

HPwES Contractor Tracking #: \_\_\_\_\_

## Payment and Cancellation Information

PAYMENT MUST ACCOMPANY REGISTRATION.  
CANCELLATION POLICY: 4 or more business days prior to the course - full refund. 3 business days or less or failure to attend - liable for the entire fee.