Session Descriptions

Customer Service Training: Retail and Tourism (Feb. 16, or 17, or 18)
Get tips on how to provide an excellent customer service experience. Happy customers are often repeat customers.

Getting Started in Websites, E-commerce and Social Media (Mar. 1, or 2, or 3)
Successful businesses and organizations need a web presence. Learn the importance and basics of websites and how to use Facebook properly by avoiding common mistakes.

Understanding your Local Market for Small Businesses and Communities (Mar. 8, or 9, or 10)
Knowing where your customers or clients are coming from can help your business or organization. Learn how to conduct your own market research in this session.

Business Succession: Preparing your Business for Sale (Mar. 29, or 30, or 31)
Owning a business and you’re thinking about retiring? Find out what you need to know to prepare to sell your business.

Grant Writing Workshop for Beginners (Apr. 12, or 13, or 14)
Learn all the steps in the grant writing process. Everything from developing your funding idea and finding potential funders through to drafting a budget and evaluating your project.

Starting a Business: What you need to know to get started (Apr. 26, or 27, or 28)
This session will walk you through the key considerations when starting your own business in Wisconsin. There will also be a discussion on important resources available to help you be successful.

Personality and Effectively Relating to Others: True Colors (May 10, or 11, or 12)
Find out your personality temperament and discover ways of relating to others. Gain insights into different motivations, actions and communication approaches.

Conflict Management: Practical Strategies for Work and Home (May 24, or 25, or 26)
People approach conflict differently. This practical session will provide insight into how you deal with conflict, making you more effective in those dreaded conflict situations.

Communicating Across the Generations at Work and Play (Jun. 7, or 8, or 9)
Generational differences can affect work and involvement in the community. Increase your understanding of generational differences and build rapport.

For more information contact your local UW-Extension Office:

Tuesday Location: Marquette Co.
480 Underwood Ave, Montello, WI
Email: martin.havlovic@ces.uwex.edu
Phone: 608-297-3141

Wednesday Location: Green Lake Co.
571 County Road A Green Lake, WI
Email: jay.dampier@ces.uwex.edu
Phone: 920-294-4032

Thursday Location: Waushara Co.
209 S St. Marie St, Wautoma, WI
Email: patrick.nehring@ces.uwex.edu
Phone: 920-787-0416

Community Builders is organized and presented by
UW-Extension of Green Lake, Marquette and Waushara Counties
in collaboration
Chambers of Commerce
Community Groups
Municipalities
Young Professionals Groups
Community Builders Series

Come learn important community and business building knowledge and skills

Registration Instructions

Complete the registration form indicating whether you are a community member. Please select all the programs you wish to attend. Please pay with a check payable to...

UW-Extension Waushara County
209 Ste Marie Street
PO Box 487
Wautoma, WI 54982

List of programs and dates
1. Customer Service Training: Retail and Tourism
   - Marquette (Tues. Feb. 16)
   - Green Lake (Wed. Feb. 17)
   - Waushara (Thurs. Feb. 18)

2. Getting Started in Websites, E-commerce and Social Media
   - Marquette (Tues. Mar. 1)
   - Green Lake (Wed. Mar. 2)
   - Waushara (Thurs. Mar. 3)

3. Understanding your Local Market for Small Businesses and Communities
   - Marquette (Tues. Mar. 8)
   - Green Lake (Wed. Mar. 9)
   - Waushara (Thurs. Mar. 10)

4. Business Succession: Preparing your Business for Sale
   - Marquette (Tues. Mar. 29)
   - Green Lake (Wed. Mar. 30)
   - Waushara (Thurs. Mar. 31)

5. Grant Writing Workshop for Beginners
   - Marquette (Tues. Apr. 12)
   - Green Lake (Wed. Apr. 13)
   - Waushara (Thurs. Apr. 14)

Add $25 book fee

6. Starting a Business: What you need to know to get started
   - Marquette (Tues. Apr. 26)
   - Green Lake (Wed. Apr. 27)
   - Waushara (Thurs. Apr. 28)

Add $7 book fee

7. Personality and Effectively Relating to Others: Colors
   - Marquette (Tues. May 10)
   - Green Lake (Wed. May 11)
   - Waushara (Thurs. May 12)

8. Conflict Management: Practical Strategies for Work and Home
   - Marquette (Tues. May 24)
   - Green Lake (Wed. May 25)
   - Waushara (Thurs. May 26)

9. Communicating Across the Generations at Work and Play
   - Marquette (Tues. Jun. 7)
   - Green Lake (Wed. Jun. 8)
   - Waushara (Thurs. Jun. 9)

Enclosed Grand Total: $ _______