

The Small Business Manual Workbook Special Edition How To Plan Build And Market Your Start Up From Scratch

SMALL BUSINESS TIP | HOW TO CREATE A TEAM WORKBOOK | EMPLOYEE MANUAL How To Start Bookkeeping (FREE Template) Create a Bookkeeping Spreadsheet using Microsoft Excel - Part 1

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The Small Business Manual includes over 25 pages of worksheets and checklists to direct you through the process of starting your small business. The book also lists multiple free online resources to help you keep track of business expenses, design your own logo, build a business website or blog, find and edit images for your blog posts and social media, and much more.

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The Small Business Manual & Workbook Special Edition: How to Plan, Build and Market Your Start-up from Scratch by Anaejionu, Regina (May 1, 2013) Paperback Paperback – January 1, 1705

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An Owner's Manual provides fast, practical and direct advice and that's what you get with this book! The Small Business Owner's Manual is useful for newly minted entrepreneurs as well as seasoned business owners and can be read from cover-to-cover or to quickly look up information in the midst of a crisis. For example:

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The handbook should help small business employers meet the legal requirements imposed by the Occupational Safety and Health Act of 1970 (the Act), and achieve an in-compliance status before an OSHA inspection.

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An operations manual is the backbone of your company – the encyclopedia for your business. Your employee handbook may introduce your team to your mission, various policies (benefits, holiday leave, security), and culture, but the operations manual will show them how to do their job and give them everything they need to do it.

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The Cybersecurity Workbook is designed to provide your small business with a starting concept for creating a Written Information Security Program. It may sound complicated at first, but the essence of a WISP comes down to defining a reasonable program for handling cybersecurity within your organization.

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