

# LIBRARY RESOURCES

## for Small Businesses

**CLASSES: SUMMER 2019**

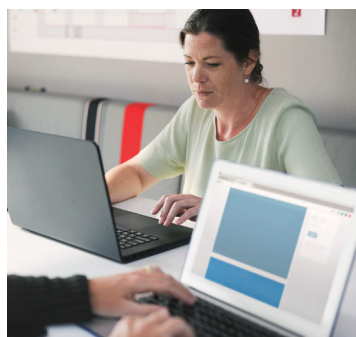


### RESOURCES FOR YOUR SMALL BUSINESS

**Thursdays, June 20 & August 1**

**6-8 p.m. • Training Center, Second Floor**

Discover the library's free tools to help you start or expand your business. Explore resources available to help you with market research, staff training, management and more. Register beginning two weeks before each session. To sign up, call (573) 443-3161.



### FACEBOOK PAGES

**Wednesday, July 24**

**6-8 p.m. • Training Center, Second Floor**

Learn how Facebook can help you build an online presence for your small business, nonprofit or service group. Library trainers will discuss how to create and manage your organization's own Facebook page. We recommend first taking "Intro to Social Media." Registration begins Wednesday, July 10. To sign up, call (573) 443-3161.

## BUSINESS TOOLS AT THE DIGITAL BRANCH

### Legal Forms Library

[www.dbrl.org/legal-forms](http://www.dbrl.org/legal-forms)

Download and customize forms for accounting, bills of sale, contracts, franchises, incorporation, leases, licenses, policy guides, workers' compensation and more.

### Lynda.com

[www.dbrl.org/lynda](http://www.dbrl.org/lynda)

Access thousands of video tutorials for all skill levels on business strategies, technical skills, creative techniques, and more.

### Small Business Reference Center

[www.dbrl.org/sb-ref-center](http://www.dbrl.org/sb-ref-center)

Learn about accounting, finance, human resources, management, marketing, taxes and more.

### Reference USA

[www.dbrl.org/referenceUSA](http://www.dbrl.org/referenceUSA)

Search 44 million U.S. businesses by business type, employee count, location or sales figures and 148 million U.S. residents by neighborhood, city or state.

### Universal Class

[www.dbrl.org/universalclass](http://www.dbrl.org/universalclass)

Learn with over 500 online continuing education courses taught by real instructors with remote, 24/7 access.

### Magazines & eBooks

Our **RBdigital** magazine service has titles like The Economist.

Our **Hoopla & OverDrive** eBook services feature business titles like "The \$100 Startup."



**Columbia Public Library**

100 West Broadway • (573) 443-3161 • [www.dbrl.org](http://www.dbrl.org) • Call for accommodation or email [help@dbrl.org](mailto:help@dbrl.org).