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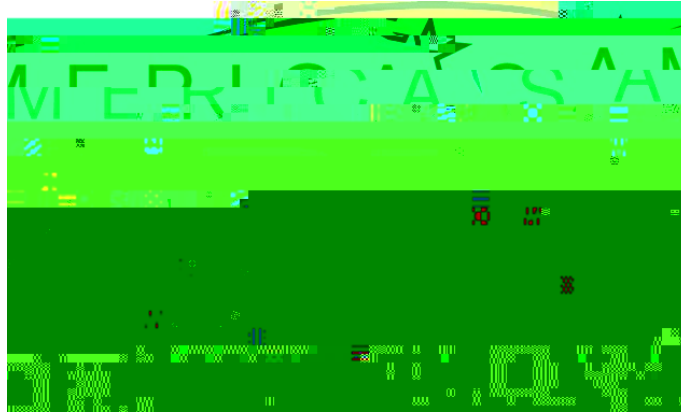


Supplier Diversity Day is an all-day event that will feature several workshops, including Doing Business with USF, Show Me the MONEY!, What's Preventing You from Getting the BIG DEAL, How to Get Your Innovation to Market, Certification and How to Properly Use It, Healthy Cooking Demonstrations and Wellness Stations. In addition, several partner organizations will join us, including 10 + state of Florida agencies, along with Tampa General Hospital, Women's Business Enterprise National Council, Florida National Minority Supplier Development Council and Tampa International Airport and many more!

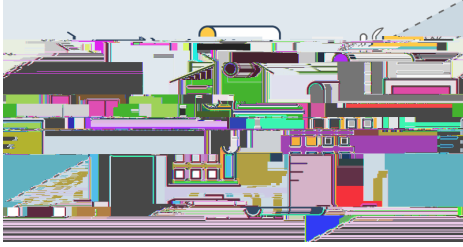
Don't miss out. Registration will open August 26. Space is limited.

\*For more information about other USF OSD events visit [www.usf.edu/osd](http://www.usf.edu/osd)

# Partner Events



Florida SBDC Women in Federal Government Contracting:



to keep their finances in order. 10 members of the [Forbes Finance Council](#) share their top recommendations for small business owners who are struggling with their finances.

- Use Dedicated Bank and Credit Card Accounts
- Ask Your Community for Help
- Innovate and Automate
- Get Excited and Organized
- Separate Your Business and Personal Expenses
- Utilize What's Free
- Make A Game of Forecasting
- Outsource Non-Core Activities
- Build A World-Class Finance Team
- Find A Low-Cost Entry Point

Source: [10 Self-Help Tips To Help Small Business Owners Keep Their Finances Organized](#)

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## Avoid Common Human Resource Errors



Owning and managing a small business means having to take on multiple roles, from accounting to marketing to human resources. Unfortunately, having to juggle the tasks of various roles increases the likelihood of making mistakes.

It's easy for small-business owners to sometimes ignore the human resources side of a business when things are running smoothly. However, doing so can lead to costly mistakes like litigation and employee turnover. These mistakes could have severe consequences for small businesses.

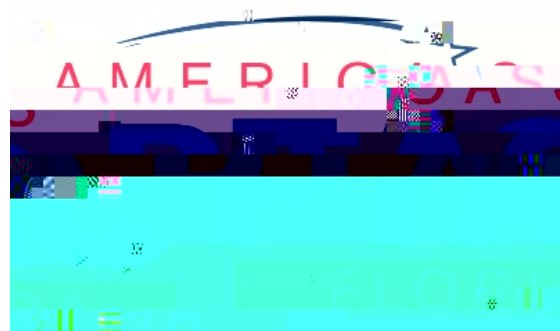
1. Don't Delay Hiring Good Talent
2. Evaluate Employees
3. Create an Employee Handbook
4. Onboard Employees Immediately
5. Give Feedback and Rewards
6. Ditch the Paper
7. Keep Abreast of Laws and Regulations
8. Get a Good Attorney
9. Mind the Compensation
10. Don't Go It Alone

Source: [www.shrm.org](http://www.shrm.org)

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## Florida Procurement Technical Assistance Center (PTAC)

Small business owners, are you interested in learning how to navigate the government procurement process and identify critical steps to winning government contracts? If so, then the Procurement Technical Assistance Center (PTAC) can help. PTAC offers more than 100 events and workshops throughout the year.



To learn more about this and other upcoming events, visit [www.fptac.org](http://www.fptac.org)

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The USF Office of Supplier Diversity would like to congratulate Glen Diston of Document Solutions who attended USF Supplier Diversity open house at the St. Petersburg campus on 2/20/19. During this event he connected with key personnel within the Beck/Envision team, who was recently selected as the construction manager for the St. Petersburg Housing Project. Mr. Diston received important information on how to secure work with Beck/Envision and immediately went into action, securing a screening contract at the project. This success story proves that there are significant benefits to attending USF OSD outreach events.

To stay connected visit, [www.usf.edu/osd](http://www.usf.edu/osd).

Source: [Beck Envision: Bridging the Gap Between Opportunities Fund Within Our Industry and the Local Community](#)