

## Business Development Live Seminar

# Provider Information

Provider	Email	Phone
Mike Holt Enterprises	ceuonline@mikeholt.com	888-632-2633

## General Information

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### Instructors

Mike Holt, Brian House, Charles Douglas, Mario Valdes

### Course Description

This course covers strategic Business skills and important laws regulating contractors, inspectors, engineers, and tradesmen.

### Expectations and Goals

At the end of this course the student will understand all the factors to run an electrical business safely and successfully. Important regulations and enforcement of Workers Compensation including claims, audits, regulations, and situations for business. They will review NFPA70e Safety to ensure they and team are following standards provided for safe electrical workplaces. Understand and review important State Rules, laws, and relevant codes that will impact their license and electrical business. Students will learn skills to successfully run an electrical business in today's market, stay ahead of the industry changes, and improve their everyday decisions with business goals in mind. They will leave prepared to manage the business or themselves in the times that have caused many others to fail.

### Class Attendance Verification and Evaluation

Students' attendance is monitored with sign-in and sign-out sheets that verify actual time spent in the course. Students will also complete a course evaluation form for the course content and the instructor.

- The students' sign in form will be stamped by our check-in staff.
- At the end of the class, the sign in forms are picked up by our staff. The students are handing them to us before they exit the class.
- In order to receive credit for the course, the sign in form must have signed in and out and must be stamped and must match the identification verified on the order.

Students will be provided an instructor and course evaluation during the class. We will collect and review each evaluation. Evaluation sheet attached following syllabus.

Contact Us:

[www.mikeholt.com/ceu](http://www.mikeholt.com/ceu) | 888-632-2633 | [ceuonline@mikeholt.com](mailto:ceuonline@mikeholt.com)

## Course Materials

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Students will receive the entire PowerPoint Presentation as a booklet at the beginning of class. The handout will include references and space to add their own notes. Cost to students is \$265. Please see the included packet for a sample of the handout

## Schedule of Class Dates and Locations

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<b>Date</b>	<b>Time</b>	<b>Location</b>
May 4th, 2024	8:00am – 5:00pm	Marriott Hotel, Coral Springs, Florida 11775 Heron Bay Blvd, Coral Springs, FL 33076
June 15th, 2024	8:00am – 5:00pm	Rosen Plaza Hotel, Orlando, Florida 9700 International Drive, Orlando, FL, 32819

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## Course Topics

Module	Topics	Time Spent
8:00am - 8:10am	<b>Introduction and Goals</b>	10 minutes
8:10am - 9:00am	<b>Advanced Building Code Module</b>	
	Introduction History and Timeline of Code Adoption New Electrical Requirements for Swimming Pools New GFCI Requirements for Special Occupancies	25 minutes
	New Energy Code Electrical Requirements Residential Energy Efficiency Commercial Energy Efficiency Councils, commissions, Associations	25 minutes
9:00am - 9:50am	<b>Electrical Rules and Laws</b>	
	Define ECLB and purpose Chapter 489, Part II, Florida Statutes & Chapter 61G6, Florida Administrative Code Review all license categories, registered/certified, and descriptions Recent changes in licensing law	25 minutes
	Chapter 489, Part II, Florida Statutes & Chapter 61G6, Florida Administrative Code Qualifying a business Insurance and workers' comp Requirements License renewal for active and inactive licenses Continuing education- recent changes Emergency registration Penalties	25 minutes
9:50am - 10:10am	Break	
10:10am - 11:00am	<b>Workers' Compensation</b>	
	Workers' Comp Law Definitions Requirements for companies and employers Penalties Medical Treatment	10 minutes
	Claims Legislation, Laws, and Bills Case Review Reality of costs for businesses Legislature Lawsuits Personal, Business, Succession, Plans, wills, trusts	20 minutes
	System to reduce operating and work comp costs <ul style="list-style-type: none"> <li>• P-4 <ul style="list-style-type: none"> <li>○ Pre-hire &amp; Post-offer strategies</li> <li>○ Pre-claim &amp; Post-Claim strategies</li> </ul> </li> <li>• Training considerations (the need for analytics)</li> </ul> Lawsuits Planning and Protecting your business	20 minutes
11:00am - 12:00pm	<b>Electrical Safety</b>	
	NFPA 70e introduction 105.3 Responsibility	25 minutes

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	Eliminating Hazard 480 Volts and all Three-Phase Systems Single-Phase 120/240 Volt Safety in the workplace	
	PPE Determining PPE Required Testing for Voltage Lockout and Tagout OSHA standards and practices	25 minutes
12:00pm - 1:00pm	Lunch	
1:00pm - 2:30pm	<b>Business Operations (Business Practice)</b>	
	Business Forecasting	15 minutes
	Marketing	10 minutes
	Expansion & Growth	15 minutes
	Customer Selection-Who is your customer?	20 minutes
	Customer Satisfaction & Service	10 minutes
	Crisis Management	20 minutes
2:30pm – 2:40pm	Break	
2:40pm – 3:20pm	<b>Business Finance (Business Practice)</b>	
	Understanding Business Finance Principals	20 minutes
	Net Worth & Cash Flow	20 minutes
3:20pm - 3:40pm	Break	
3:40pm - 5:00pm	<b>Business Finance (Business Practice)</b>	
	Job Selection & Pricing	15 minutes
	Overhead	10 minutes
	Change Orders & Contracts	10 minutes
	Discounts	10 minutes
	Billing & Collecting	20 minutes
	Bad Debt & Bad Checks	10 minutes
	Making a Profit	5 minutes
5:00pm - 5:10pm	Closing Comments	
Total Minutes - classroom instruction		400 Minutes

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