

THE BEST CENTER

Business and Employee Skills Training

Training

Conference Facilities



**Contact Us Today—
We Mean Business!**



**GENESEE
COMMUNITY COLLEGE**

State University of New York

THE BEST SERVICES



Online Learning

We offer hundreds of convenient, affordable and high-quality online courses and certificate programs you can access anytime, anywhere. Develop valuable new skills designed to improve your current job performance or prepare for a new career. Our Online Learning programs are:

- **Flexible.** Our training is available 24/7. Take a course at a time that fits *your* busy schedule.
- **Relevant.** All programs are updated daily to keep pace with constantly changing business issues and best practices.
- **Efficient.** No travel time offers you the ultimate in convenience and cost savings.
- **Professional.** All of our courses are industry-proven and many fulfill professional CEU requirements or lead to national certifications.

Our online programs will provide the skills you need for many in-demand occupations. Visit our website at www.bestcenter.org to browse – then register for one of our courses.

Professional and Personal Development

The BEST Center provides quality training at a reasonable cost to improve business and individual skills performance. Choose from dozens of workshops designed to enhance your professional talents or further your personal interests.

- **Computers.** Expand your business and personal computer skills in our comfortable state-of-the-art computer lab. Popular programs include basic, intermediate and advanced courses in Word, Excel, PowerPoint, Access, QuickBooks, Photoshop, and many others.
- **Career and Personal Enrichment.** Prepare for a new career or upgrade your current skill set. We offer a wide range of workshops in management, supervision, grant-writing, OSHA and safety, police and security, human resources – and many more.
- **Driving Programs.** Our Defensive Driving Course provides insurance and point-reduction benefits – in our classroom or online – the choice is yours! We also offer the mandatory Driver Pre-Licensing Course and the Alive at 25 Program for young licensed drivers.

To view a list of upcoming events visit our website.

CALL US AT (585) 345-6868

THE BEST QUALITY

Customized Solutions — *We Mean Business!*

Our expert trainers and consultants offer a wide range of experience designed to improve organizational and employee performance – and boost your bottom line. We specialize in:

- **Assessment.** We'll help you identify your specific training and talent development needs.
- **Customized Training.** We build programs designed to fit your organization's unique needs. Our high-quality, industry-specific expertise is tailored to many industry sectors including manufacturing, healthcare, finance, non-profit, and professional services.
- **Laptops to Go.** We can send our specialists along with our laptops to train employees at your location – providing convenience and cost-savings.

Let The BEST Center take the difficulty and guesswork out of managing your organization's training and talent development. We're here to serve YOU!



VISIT US AT WWW.BESTCENTER.ORG

THE BEST CHOICE



Small Business Development Center (SBDC)

As part of the Small Business Administration's nation-wide network, the SBDC at The BEST Center offers a multi-faceted approach to business development. New entrepreneurs as well as current small business owners have one central location for valuable assistance – all at no cost!

- **Individual Counseling.** Professional SBDC advisors help with business plans, finance and loans, market research, record-keeping, and other essential skills.
- **Short or Long Term Support.** Advisement services continue as you plan your business. Special emphasis is placed on women, veterans, handicapped and minority entrepreneurs.
- **Seminars and Workshops.** Brief and focused workshops provide the knowledge you need to start or grow a business. Management, accounting, office technology, human resources, and marketing are important areas that will contribute to your success.
- **Access to Resources.** Our professional advisors will help you obtain and analyze current national and state marketing information, as well as public and private business resources.

Call **(585) 343-4866 ext. 24** or **(585) 345-6868** to schedule an appointment with an SBDC advisor today.

Conference and Event Facilities

Your business, association, or group conference and meeting needs will be professionally met at The BEST Center's Conference and Events facilities.

- **Convenience.** We are located 30 minutes from both Rochester and Buffalo and just three miles from Thruway Exit 48 in the Conable Technology Building; on the scenic campus of Genesee Community College in Batavia, NY.
- **High Tech.** Our conference, meeting, and lecture rooms include comfortable seating, state-of-the-art audiovisual services and high-speed wireless Internet access.
- **Expertise.** Computer training labs, video and satellite conferencing, on-site technical support, a tiered-lecture hall, and quality catering all await you at The BEST Center.
- **Value.** You'll enjoy competitive rates which include pre-event material delivery/storage and expertly trained on-site technicians. Parking is always free!

Call us for a tour or visit our website and see for yourself how we can make your next business meeting an absolute success!

E-MAIL US AT **BESTCENTER@GENESEE.EDU**



TAKE THE NEXT STEP!

- ▶ Call us at **585-345-6868**
Let us put our experience to work for you
- ▶ E-mail us at **bestcenter@genesee.edu**
A specialist will contact you shortly
- ▶ Visit us at **www.bestcenter.org**
Take a look at the wide range of services we offer
- ▶ **Flexible delivery to meet your needs**
Classroom, online, on-site



Let our award winning team help you reach your goals!