




Purpose: Use this tool to research articles and resources to:

1. Determine if starting a business is the right choice for you.
2. Guide you with the steps necessary for starting a business.

| Steps: | Find It Here: www.illinoisworknet.com |
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| <p>1. Assess your skills to see if you are ready to take on this adventure. Take a look at the Job Skill Guide and identify your skills, strengths, and weaknesses.</p> <ul style="list-style-type: none"> • Do you have academic technical skills that are needed to run your business? • What about workplace “soft skills”? Are you goal-oriented? Budget-minded? Customer-focused? • Do you have managerial workplace “soft skills”? For example, do you follow industry trends and understand how changes in laws and policies impact your industry? • What is your motivation or drive for starting this business? What are you willing to sacrifice? |  Qualify for Jobs |
| <p>2. Set S.M.A.R.T. goals and assess your motivation and support system. Read goal setting articles on the Planning Your Career page to help you get started.</p> <ul style="list-style-type: none"> • Why are you motivated to take on this adventure? What are you willing to sacrifice? • What support systems are in place to help you stay motivated and overcome obstacles? • Do you have a plan for overcoming obstacles? |  Explore Careers |
| <p>3. Research and prepare a business plan that outlines your goals and explains how you will achieve those goals. There are a variety of Related Resources available on the Start a Business page to help get you started with the various components of a business plan.</p> <ul style="list-style-type: none"> • Mission / Vision statement • Product / Service Description • Market Analysis • Management Description • Marketing Plan • Opportunities and Challenges • Cash Flow statement and Revenue Projections |  Job Openings & Recruiting |






Work Experience +



General Audience or



Employers

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| <p>4. Learn about Employment & Hiring Credits and Recruiting & Hiring Resources before you hire your employees. Use the Social Media Guide to help you recruit employees.</p> |  Job Openings & Recruiting  Network & Connect |
| <p>5. Keep your business and employees competitive with current technical skills. Find Training Programs in your area. See if there are any Employer-Based Training Programs that are a good match for your business.</p> |  Training & Credentials |

This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it. Internal use by an organization and/or personal use by an individual for non-commercial purposes is permissible. All other uses require the prior authorization of the copyright owner.