

Sharpen Your Business Skills

Mike Holt's interest in business began in the early 70's when he opened a successful contracting firm. With the skills he gained contracting, he launched a school dedicated to teaching electrical contractors. Mike went on to start a software company that specialized in estimating software and eventually brought all of his businesses under the umbrella of Mike Holt Enterprises. This experience in several different types of companies has given him a broad perspective on building a profitable business that is committed to its customers and to quality.

Business Management Skills DVD



The field of Business Management encompasses many activities that influence the profitability of your company either directly or indirectly. This workbook was designed to assist you in improving the skills that will help you build and manage your business more efficiently. You'll learn how to create a customized plan to move your business to the next level. Subjects include Business Management, Financial Management, Job Management, and Labor Management.

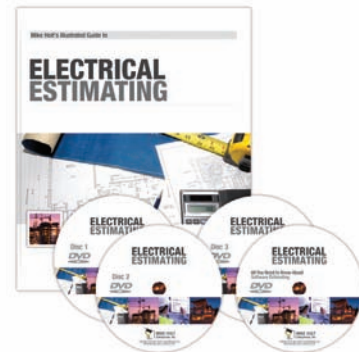
This workbook has an Annex that includes tools to support your business efforts and to keep you focused on your goals:

- Business Model
- Business Development Worksheet
- Daily Log Example
- Organizational Chart Example
- Customer Survey Example
- Employee Survey Example
- Proposal for Electrical Work Examples

Pages: 272

Workbook w/DVD [BMSKD] \$109
Workbook [BMBK] \$50

Estimating Deluxe DVD Package



Proper estimating is the key to successful profitable business. Electrical contractors must know how to estimate to determine the job's selling price, and to properly manage each job profitably. Mike's book and DVD series will teach you both the estimating and the bid process. Mike and his team of experts explain how to determine your costs (time, labor, materials, etc.) so you can do the job correctly and profitably, and even know when it's wise to not bid on a job.

The package includes:

Electrical Estimating Textbook and four DVDs

- *Disc 1: Estimating vs. Bidding, All About Estimating, Understanding Labor Units*
- *Disc 2: The Estimating Process, Determining Break-Even, The Bid Process, Unit Pricing*
- *Disc 3: The Practical Application – How the whole process works, and how to get it done*
- *Disc 4: About Estimating Software*

Pages: 256

Practice Questions: 328

Textbook and four DVDs [EST2DVD] \$299
Textbook [EST2B] \$62

"Your estimating home study took the guesswork out of my bids, and I don't have to feel uneasy about what I'm doing. By operating in a professional manner I have discovered that there is security in knowing that I'll be around in a few years, and not scratching my head wondering why I didn't make a profit."

– Charles Walters