

# How to Put Up a Tutorial Center

## Overview

How to put up a tutorial center seminar focuses on the letters and numbers of starting the business. The letters tackle the essential concepts while the numbers discuss the list of start-up requirements and the financial considerations.

During the seminar, the need of concept clarification will be addressed in order to guide the participants in following the list of start-up requirements vis-à-vis the projections on investment and profitability of the business.

## Objectives

At the end of the seminar, the participants are expected to:

- \* Understand the different concepts in putting up a tutorial center;
- \* Widen their perspective on the prospects and projections of putting up a tutorial center; and
- \* Confidently take on the challenge of starting an enriching and rewarding business.

## Who Should Participate

- \* Those who are planning to start a tutorial center

## Key Topics

Part 1: Letters and concepts in putting up a tutorial center

1. The ABC's of tutorial

A - after school academic support; academic assistance

B - based on the

C - curriculum

2. The Ws for putting up a tutorial center

2.1. What are the concepts in putting up a tutorial center

2.1.1. Concepts clarification

2.1.2. Tutoring concepts

2.2. When do students tutor? (time)

2.3. Where do students tutor? (place)

2.4. Who?

2.4.1. Who avails of the tutoring? (market- needs tutoring)

2.4.2. Who does the tutoring? (tutor)

2.4.3. Who pays for the tutoring (market-parents of the tutees)

2.5. Why

2.5.1. Why put up a tutorial center?

2.5.2. Why do parents avail tutorial services?

2.5.3. Why do students need tutorial services?

2.6. How do you put up a tutorial center?

2.6.1. Steps

2.6.2. Requirements

2.6.3. Time Table

Part 2: Numbers

Number and projections on putting up a tutorial center (center-based)

1. How much profit do you want to make? - How much depends on the concept of tutorial (Part 1)

2. List of start-up requirements

3. Checklist of the qualities of a tutorial center

4. Criteria for site selection

5. Criteria for staffing/hiring the tutorial team

Part 3: Workshop

1. Fill out the projections table to compute for the start-up investment and ROI

2. Sample projections based on three different tutoring concepts

Part 4: Marketing your tutorial center

Part 5: Wrapping up

Points for reflection before putting up a tutorial center

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## **Time**

- \* 9:00 am - 4:00 pm

## **Venue**

- \* Unit 201 Richbelt Tower,  
17 Annapolis St.,  
Greenhills, San Juan City,  
Metro Manila

## **Schedule**

- \* Please check our website, or you may call any of our customer representatives.
- \* Schedule may change without prior notice. Please call to confirm. BusinessCoach, Inc. is not liable for any expense incurred by seminar registrant resulting from cancellation of any of our events.

## **Seminar Fee**

- \* Php 3,000.00 per person (inclusive of snacks, lunch, seminar kit, handouts, certificate of attendance)

## **Discount**

- \* 10% Discount if FULL AMOUNT is paid at least five (5) banking days before the event.

## **Reservation**

- \* Please call to register, or use the registration form below. Kindly fill-out, and send to us through fax (727.8860 or 727.5628) or email. You will receive a confirmation within 48 hours.

## **Mode of Payment**

- \* Deposit payment at Banco de Oro, Savings Account Name: BusinessCoach, Inc. Then kindly fax or email deposit slip (indicate name of participant and seminar title) to confirm reservation.
- \* On-site payment (CASH only)
- \* Company checks are accepted, provided that they are received at least five (5) banking days before the event.

### **Register Now! (limited slots available)**

Seminar Title \_\_\_\_\_

Date \_\_\_\_\_

Name of Participant \_\_\_\_\_

Nickname \_\_\_\_\_

Company Name \_\_\_\_\_

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TIN \_\_\_\_\_

Contact Person \_\_\_\_\_

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