Chapter 4

**Activity 4-3 Business Plan Notes**

**Directions:** It is a good idea to keep notes for your business plan. You can add to them over time as you learn more about how to put the plan together.

1. Summarize your preliminary research about types of local opportunities that are available for your business.

<<Place Answer Here>>

1. Conduct preliminary research about global opportunities for your business. Include information on how to export your product or import products for your business type. Visit the SBA website and [www.export.gov](http://www.export.gov) to learn more about exporting. Describe how your business might benefit from importing or exporting products.

<<Place Answer Here>>

1. List all the resources you used for your preliminary research notes. You will eventually use these resources to create the Bibliography section of your business plan. Ask your instructor how to best format bibliography entries.

<<Place Answer Here>>

1. Ask your instructor where to save your documents. This could be on the school’s network or a flash drive of your own. Name your Word document *FirstnameLastname*\_CH4\_Notes.docx (i.e., JohnSmith\_CH4\_Notes.docx).