

THE MANAGEMENT CONFERENCE



Outstanding managers and supervisors do more than direct — they lead, build morale, encourage teamwork, and create enthusiasm.

This one-day conference is like no other conference you've attended. It addresses specific areas of knowledge and action that are essential to facing your daily challenges, including:

- Learning basic management skills
- Communicating effectively
- Delegating responsibility
- Motivate employees
- Building a strong team
- Overcoming employee attitude, performance, and emotional problems
- Managing change

You'll leave this conference with renewed enthusiasm and confidence, ready to be the kind of manager or supervisor who can negotiate the dynamic workplace of the 21st century. It's an opportunity for growth that will help you find your place among the ranks of the very best.

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BLOOMINGTON, MN -
03/27/2009

Event # 81991

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Discover the management techniques that get results.

The Management Conference is designed for people like you — busy professionals who recognize the value of others' experience and want to benefit from it. In just one day, you'll gain ideas and tools that you'll start using the very next workday.



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Your schedule is up to you. Our 2-track, 4-session format allows you to pick and choose, mix and match. Attend the sessions that will give you what you want. It's a smorgasbord of opportunities to improve your performance.

A chance to learn from the people who know.

The techniques and insights you'll come away with are not "theoretical." They've been perfected and sharpened through experience. You'll learn from the people in the trenches.

Ideas and methods you can apply as soon as you're back on the job.

Chances are, before you're an hour into your next workday, you'll have an opportunity to put what you've learned into practice. Before the day is over, you'll see your effectiveness increase significantly.

Create your own conference schedule, and get the information you need most.

	Track I Becoming a More Effective Manager and Leader	Track II Overcoming Management and Supervisory Challenges
Session I	From First-Time Manager to Seasoned Professional	Overcoming Negativity and Attitude Problems in the Workplace
Session II	Managing Multiple Projects and Priorities	Using Criticism and Discipline to Turn Around Problem Employees
Session III	Powerful Communication Skills	How to Handle Anger and Emotion in the Workplace
Session IV	Making the Transition from Manger to Leader	Managing Through Change

We know your time is valuable.

That's why we've designed a conference that makes the most of it. When you attend our conference, you can be assured you'll leave with new knowledge and valuable skills that you can use immediately. Our trainers are top-notch, and we don't make promises we can't keep.

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60 Minutes of Outlook Secrets

Tuesday, February 17, 2009

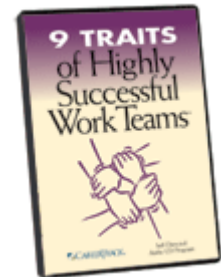
How to Supervise Bad Attitudes and Negative Behaviors

Wednesday, March 11, 2009

How to Supervise Off-Site Employees

Wednesday, March 25, 2009

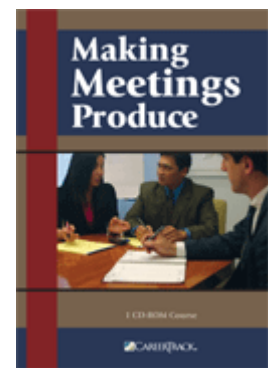
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