

It's All About *global* PEOPLE SKILLS Conference 2002

Profit Through People Skills

Drive results in your organization by developing and refining skills for professional leadership, dynamic team building and effective global communication.

Spend two power-packed days learning the skills that turn daily workplace interactions into business and personal success.

Choose from three different tracks:

Leadership:

- Develop productive leadership skills
- Take current leaders to a new level of interaction
- Examine role of communication in effective management

Team building:

- Improve collaboration skills
- Strengthen problem-solving strategies and abilities
- Build high performance team dynamics

International skills:

- Meet unique challenges of global teams
- Develop understanding for working with visible and invisible differences
- Manage cultural, geographic and attitudinal boundaries productively

Proposed Dates:

June 19 & 20, 2002
Atlanta, GA, USA

Success is linked to communication.

In today's workplace, you quickly recognize the people with strong skills who effectively collaborate with others, or those who appear able to close a sale through strong relationships alone, or even those who rise up in the organization through what seems to be their personality. What do all these people have? Excellent people skills. Without an ability to consistently communicate successfully, projects stall, cooperation wanes and results falter.

Join the People Skills International team for this powerful conference on developing and refining the skills needed to succeed in our global economy.



Participate as today's business leaders and consultants present new ideas to help you achieve your objectives and **get the measurable results you want.** Through powerful keynote addresses, targeted track presentations and full-day post conference workshops, you will return to your business with powerful perspectives and strategies guaranteed to accelerate success in your professional life. **This opportunity is a shortcut to success!**

It's All About Global People Skills is a Joint Venture between:



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Take a closer look.

Oftentimes...

You'll get practical skills to make you more valuable to your team. You will improve your on-the-job results.

it's your **people skills** that give you the **edge** in getting the coveted promotion. It's your **people skills** that **enable** you to get a disparate group to work together. And it's your **people skills** that serve as the **foundation** for solid, strong relationships.

Who should attend this conference?

- **Existing managers** working to invigorate and motivate internal teams
- **New managers** needing fundamental and cutting edge leadership training
- **Sales Personnel** challenged by the subtleties of relationship selling
- **Business Development Officers** wanting to enhance and strengthen partnership commitments
- **Internal Teams** working to sharpen the results of internal initiatives
- **Global Teams** removing barriers to achieve objectives and extend collaborative work

What are the benefits of attending?

- Get the **latest information** on moving into the experience economy
- **Increase, Improve and Enhance** your levels of **influence, charisma and integrity**
- Easy access to the **latest products** to support your **success**
- **Renewed perspective** and skills for balancing your lifestyle
- **Tools** to advance your career
- **Network opportunities** with like-minded and forward moving people

What will you learn as an individual?

- **Methods** to strengthen business relationships through communications
- **Strategies** to overcome challenging interpersonal relationships
- Sure-fire ways to **accomplish common goals** and objectives using disparate teams
- Tools to **increase competence** and capability
- **Tips** for managing remote teams
- Techniques to **dissolve** cross-cultural barriers
- Skills that **save time and money**
- Ways to **improve** job satisfaction
- **Protocol** when working with executives/employees from different nations
- **Management techniques** for working with people from different cultural backgrounds

What will you learn as a team member?

- **Advantages** of communicating your messages clearly and succinctly
- Skills to create **effective** dialogue
- How to **recover time** lost through conflict
- The fine line between assertion and aggression and **how to determine** it
- Tips to **increase productive** meeting time
- **Methods** to reduce absenteeism and turnover
- Effective tools for matching management to mission and **raising your bottom line**
- How to **successfully** read and interpret body language cues

Conference Costs

One Day only:

Individuals: \$395.00 • Teams of 10 people: \$285.00 each

Both Days:

Individuals: \$645.00 • Teams of 10 people: \$470.00 each

Early Bird: Individual registration before April 1, 2002

One Day \$325.00 Both Days \$550.00

Get with the program.

Proposed Conference Schedule... may be subject to change.

WEDNESDAY - 8:00am - 5:30pm

Headline Sponsor Day

| | |
|---------------|--|
| 8:00 | Coffee - Continental Breakfast - Networking- Exhibits |
| 9:00 - 9:30 | Welcome Keynote: Triumph in Turbulent Times |
| 9:30 - 9:45 | Walking Break |
| 9:45 - 10:30 | Workshops Leading Your Organization Into the Experience Economy • <i>Karla Brandau, People Skills International</i> Body Language & Other Influential Communications • <i>TBA</i> Proper Protocol Around the World • <i>TBA</i> |
| 10:30 - 10:45 | Walking Break - Exhibitors |
| 10:45 - 11:30 | Workshops Everyone Wears the Brand: Building a Brand Powerhouse Through Your Internal Resources • <i>Brad Dodge, Dodge Communications</i> The Consociate Way™: Promoting Performance & Peace in Your Workplace • <i>Rhoberta Shaler, PhD, Speaking About Work</i> Managing across Cultures and Borders • <i>TBA</i> |
| 11:30 - 12:00 | Exhibitors Break |
| 12:00 - 1:45 | Lunch & Networking Exhibitors |
| 1:45 - 2:00 | Walking Break - Exhibitors |
| 2:00 - 2:45 | Workshops Coaching for Morale, Productivity and Retention • <i>TBA</i> Balancing Commitments: Your Profession, Personal Growth and Family • <i>TBA</i> Managing Global Workplace Diversity • <i>Cecile Bereal, RMA</i> |
| 2:45 - 3:30 | Walking Break - Exhibitors |
| 3:30 - 4:15 | Closing Keynote: Citizens of the World |
| 4:15 - 4:30 | Door Prize Drawings |
| 4:30 - 5:30 | Wine and Cheese Reception - Networking Exhibitors |

THURSDAY - 9:00am - 4:00pm

Full Day Post Conference Seminars:

Send your employees to this unique day packed with information and you'll find the secrets to making your organization more successful. Include employees from corporate as well as satellite offices and you'll be amazed at the increase in communication and productivity.

Leadership Savvy™: Building a Broad Base of Support for Action. Become The Leader That Deserves to Be Followed with **Karla Brandau, CSP**. All of your business skills are useless ... if you can't communicate. This content-intense program guides you through a coaching and mentoring system that will give you the tools to be a persuasive leader who deserves to be followed and who can generate enviable results. You will learn to make every conversation count and master the crucial arts of motivation, morale, diplomacy, influence, and difficult dialogue.

Team Building and Collaboration: The Consociate Way™: Promoting Performance and Peace in your Workplace with **Rhoberta Shaler, PhD**. Learn the art of drawing skilled, diverse people to work cooperatively with clear purpose, process, ethics and leadership to consistently achieve exceptional results for all. Learn to match management and motivation with mission, accelerate teamwork by understanding work styles, increase productivity, improve energy, efficiency and effectiveness by removing high-risk communication, retain staff by managing conflict and solving ongoing issues.

How's Your Elevator Pitch? Once You're in You're Either Going Up or Down... with **Brad Dodge**. Developing an effective 60-second presentation—aka *the elevator pitch*—requires effort, creativity, discipline, flexibility, cooperation and follow-through. Salespeople often don't do it — they believe the gift of gab will carry them through. Others don't do it — it's *not their job*; and senior management is pretty sure someone is doing it—probably marketing. Truth is... no one's doing it — so it doesn't get done. Get on track. Zero in on your company's key message. Move everyone in the same direction.

Managing Workplace Diversity... with **Cecile Bereal**. Workplace diversity is a multi-faceted concept that continues to evolve as more industries move toward a global marketplace. This fundamental belief has led to changes in management practices primarily relating to the recruitment, training and retention of employees who reflect the changing face of the American workforce. In order to understand the necessities and benefits of managing workplace diversification, the concept must be fully explored.

People Skills International, Speaking About Work, and Dodge Communications are experts in influence and communications. They produce programs that help people have the right attitude so your organization can reach the right latitude.



People Skills International

Karla Brandau, CSP—President of People Skills International, speaks, and trains leaders, at major corporations and conferences throughout North America and around the world. Recognized for her expertise in Leadership Development, Karla works with organizations that want to benefit from confident workers, synergistic dialogue and innovative change. She is the author of "Wake Up The Winner Inside" and gives motivational keynotes that spread infectious enthusiasm for life.

For more information visit www.PeopleSkillsInternational.com



Speaking About Work

Rhoberta Shaler, PhD – International Keynote Speaker, Corporate TeamBuilder and Executive Coach. She works with organizations and individuals wanting to improve workplace relationships, strengthen teams and manage conflict, anger and difficult people. Over 35 years of speaking and training, Rhoberta has become well known for her gentle blend of wisdom, humour and practical strategies to these sometimes sensitive topics and situations.

For more information visit www.SpeakingAboutWork.com



Dodge Communications

Brad Dodge's 25-year sales and marketing career has given him a passion for helping companies develop clear, sustainable messages that enable them to be successful. In a career that has included positions as salesperson, product marketing manager, corporate marketing executive, and ad agency executive, Dodge has worked with dozens of companies dedicated to the fine art of building and selling technology solutions to other businesses.

For more information visit www.DodgeCommunications.com



RMA Management

Cecile Bereal, President/CEO and founder of RMA, has been involved in human resources for more than 20 years. Her successful track record has included resolving EEO/Title VII issues, consulting, training, and executive and middle-management coaching. Cecile holds a Masters Degree in Organizational Management with a Human Resources focus and a Bachelor's in Management and Marketing. She is a frequent keynote and workshop presenter.

For more information www.CecileBereal.com

Sign up to succeed.

Hotel Information

Here we will list any Hotel Discounts or Preferred rates that may be extended by our host venue.

Directions and parking information may also go here. Potential space for sponsor logo also.

Registration Fees

Registrations received before April 2, 2002:
Individuals - one day \$325.00
Individuals - two days \$550.00
No Early Registration Discount for Teams.

From April 3, 2002:
Individuals - one day \$395.00
Individuals - two days \$645.00
Teams of 10 or more - one day \$285.00 per team member
Teams of 10 or more - two days \$470.00 per team member

Cancellation Policy

No Cancellation fee will be levied if cancelled before April 2, 2002. After April 2, 2002 a \$150.00 processing fee will be charged and you will receive a credit certificate in that amount good for any product or service from People Skills International. If you do not cancel and do not attend your registration fee will not be refunded or credited. All cancellations MUST be in writing.

Sign-in Times

Wednesday June 19, 2002 Sign-in begins at 7:30am.
Thursday June 20, 2002 Sign-in begins at 8:30am.

Register securely online at our website:

www.GlobalPeopleSkills.com

Visa, MasterCard, American Express & Online Checks Accepted

OR

For easy Group Registration

Take advantage of our huge team discounts.

Use the form below and fax or mail it to our office.

Fax/Mail Info is below. Fax/Mail form may also be used for individual registration.

First Name: _____ Last Name: _____

Mailing Address: _____

City: _____ State/Prov: _____ Country: _____

Zip/PostalCode: _____

Day Phone: () _____ Evening Phone:() _____

Email: _____ Fax: () _____

Company Name: _____

Position: _____ Department: _____

of Team Members: _____

We will call you to collect Team Members' individual Information, or please have them complete a copy of this form and send it to us clearly marked with YOUR name as the contact.

Payment Information:

Visa MC Amex Check

Credit Card #: _____ Expiration Date: _____

Name on Card: _____

Signature: _____

Fax: 1-770-931-2530

Mail: PO Box 450802, Atlanta, GA 31145-0802

Email: info@globalpeopleskills.com

For complete Conference Details, Visit our website

www.GlobalPeopleSkills.com

There you'll find downloadable schedules, online tools, ezines, articles and more!

See you in June!