

"As a wife, mom and business owner, I appreciated meeting others and learning how to successfully manage a rewarding and fulfilling lifestyle."

– Pamala Wilson

"Your instructors were excellent, motivational and well-educated. I learned a lot of new information and gained a new perspective on how to make the changes to be successful and happy."

– Wrenda Searle

"Motivating, inspirational, entertaining—a fantastic course! Thank you!"

– Rhonnie Nairn



Presented by:

SkillPath
SEMINARS

Don't miss this inspirational conference filled with breakthrough success strategies and insights for women of all ages!

THE

Conference for Women

You're invited to spend
a day like no other

Developed by women who have discovered the keys to success, presented by women who will inspire and invigorate you—and designed with your success in mind.

- **Assertiveness Skills**
- **Positive Self-esteem**
- **Conflict Management**
- **Communication Techniques**
- **And more!**

Choose from among 10 incredibly enlightening sessions guaranteed to supply the tools *you* need ... give you the direction *you're* looking for ... and show you great new possibilities for your career and your life—and spark the passion to turn them into action.

Enroll online at
www.skillpath.com
or call **1-800-873-7545**



You won't want to miss ...

THE

Conference for *Women*

Make this the year you embark on a future filled with professional success and achievement

Now, more than ever, you have unlimited potential when it comes to what you can achieve. All it takes is the right attitude, the right plan, the right opportunities and the right tools. Getting it “right” is exactly what this unique daylong event is all about. It's specially designed to give you the powerful information and profound insights that will make a lasting, positive impact on your life.

You're invited to join other professional women from your area to spend the day with some of the most inspiring people you'll ever meet—your conference presenters. These highly experienced and acclaimed experts will move you to action in ways you'll never forget.

This illuminating day is filled with 10 practical, idea-packed sessions. And between workshops, you'll experience meaningful networking at its best. This winning combination delivers your money's worth and more!

Just take a look at some of the things you'll learn ...

- How to present your ideas to upper management, clients, co-workers, those you manage—anyone—in a way that gets attention and ensures buy-in and support
- The real differences between how men and women communicate
- Get rid of the passive, eradicate the aggressive and thrive with the assertive approach instead
- 5 fears that keep women from confronting people who rub them the wrong way
- 8 reasons to seek passion in your work and life
- Tips on how to ask for things—a deadline extension, a raise, relief from an assignment—without being apologetic or defensive
- How to uncover your anger triggers ... and how to express anger productively
- What hidden messages is your work environment sending? Here's how to decode your décor and change it for the better
- How to handle stressed-out people and difficult situations calmly and confidently
- And so much more!

Consider this your personal invitation to *The Conference for Women*. You won't see it marketed in newspapers or by radio. That means the registration information contained here is your way in the door. So read it and register promptly.

This exciting conference among professionals and your peers will give you dozens of new ideas and action plans to boost your career, your attitude and your life. You'll leave passionate and eager to reach your greatest potential ... we guarantee it.

Don't miss this opportunity. We'll see you there!

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www.skillpath.com
or call **1-800-873-7545**

Conference *at a Glance*

Design your day to meet your unique needs. We've packed a lot of information into just one day ... so feel free to move in and out of these two tracks and 10 dynamic sessions. It's your conference—don't miss a thing!

Registration
8:15 – 8:50 a.m.

Opening session: Life lessons from 5 unstoppable women

9:00 – 9:35 a.m.

Inspirational ideas and wisdom on how to overcome adversity, bounce back powerfully and be a super success

Track One: Professional Growth and Development

How to communicate like a pro

Verbal and written skills that convey power, confidence and authority

Conflict management skills *especially* for women

How to keep your cool, stand your ground and positively resolve conflict

A brand-new you ... assertiveness skills that lead to success

Ask for—and get—what you want

Learning to lead

Cultivate your untapped potential

How to keep difficult people from ruining your day

Take charge of difficult situations and impossible people

Break

9:35 – 9:50 a.m.

Session 1

9:50 – 10:40 a.m.

Break

10:40 – 10:55 a.m.

Session 2

10:55 – 11:45 a.m.

Lunch (on your own)
11:45 a.m. – 1:00 p.m.

Session 3

1:00 – 1:50 p.m.

Break

1:50 – 2:05 p.m.

Session 4

2:05 – 2:55 p.m.

Break

2:55 – 3:10 p.m.

Session 5

3:10 – 4:00 p.m.

Track Two: Developing Your Inner Power

Are you doing what you love—or even loving what you're doing?

You *CAN* develop a passion for your work!

How to say the right thing in tough situations

Tips and techniques for navigating delicate interactions like a pro

Keep your emotions from running the show

Maintain your composure in every stressful situation

Personalize your work space to feed your spirit

Simple feng shui techniques that will enhance your office, cubicle or desk ... and inspire you to do your very best

Presenting yourself as a woman who's going places

Super strategies for creating a powerful, positive image

Enroll online at www.skillpath.com or call 1-800-873-7545

Conference *Agenda*

Brought to you by SkillPath—

The Smart Choice® for women serious about success

SkillPath trains thousands of achievement-oriented professional women like you every month, from organizations of all sizes and all types—business, government, health care, education and the military. Our conference leaders are a select group of trainers at the top of their profession—skilled teachers with a tremendous depth of knowledge in their respective topic areas. Our commitment to providing you with the highest-quality learning experience possible has made SkillPath the fastest-growing training company in the world. Attend this conference and experience for yourself the positive effect of powerful ideas, skillfully presented.

Track One: Professional Growth and Development

Session 1 • 9:50 – 10:40 a.m.

How to communicate like a pro

How clearly you communicate your thoughts and ideas is at the very heart of your professional success. In this session, you'll learn tips for communicating with professionalism and polish every time you put your thoughts into words.

- Tips for delivering confident, powerful and persuasive presentations—one-on-one or in any group situation
- How to correctly use assertive language and mannerisms that send a message of power, confidence and authority
- Discover the most common communication pitfalls—and how to sidestep them

Session 2 • 10:55 – 11:45 a.m.

Conflict management skills especially for women

Whether you're faced with long-simmering conflicts, down-and-dirty disagreements or off-the-chart emotional outbursts, this session can steer you toward increased harmony, shared enthusiasm for resolution and impressively improved productivity.

- The 6-step approach to win-win conflict resolution
- Expressing yourself without accusation, sarcasm or hostility
- A 4-step approach to delivering feedback that's specific and nonaccusatory and gets results
- How to handle rejection and still feel good about yourself

Track Two: Developing Your Inner Power

Session 1 • 9:50 – 10:40 a.m.

Are you doing what you love—or even loving what you're doing?

It's important to be satisfied with your work, particularly since that's where so much of your time is spent. Learn how to transform the way you view your 9-to-5 life, use goals to ignite new energy, find the thrill in change and get many other useful tips for making the work you do the work you love.

- How to find out what's really important to you
- Proven ways to bring more value to your present position
- Answering the Big One: Am I living the way I want to live?
- Regain your passion for your work and see yourself thrive

Session 2 • 10:55 – 11:45 a.m.

How to say the right thing in tough situations

Have you ever wondered how some people seem to sail through difficult situations with ease? Here's your chance to learn the simple techniques and attitude adjustments to be able to approach even the most complicated conversations with confidence.

- The secret to dealing with people directly, honestly and on equal footing
- The 5 Golden Rules for having conversations turn out the way you want
- No more conversational cul-de-sacs or wrong turns! How to plan your interactions in advance so you won't get sidetracked



Program hours: 9:00 a.m. – 4:00 p.m.

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Session 3 • 1:00 – 1:50 p.m.

A brand-new you ... assertiveness skills that lead to success

Is it ever hard to say “No” or turn down a request? Do you sometimes skirt difficult situations? Are you nice—too nice for your own good? Stop holding yourself back! Learn how to become more assertive, change your style and image and get ahead.

- 5 strategies for turning indecisiveness into assertive action
- Eliminating behaviors that label you “weak” and “hesitant”
- When the word is “No”—here’s how to say it and mean it without hurt feelings and misunderstandings
- Asserting yourself with those especially challenging personalities

Session 4 • 2:05 – 2:55 p.m.

Learning to lead

Wherever you are on the leadership ladder, this thought-provoking session will help you cultivate the characteristics, skills and vision you need to be in charge—and succeed. You’ll discover the importance of delegating, facing challenges head-on, planning for the long term and more.

- What a leader is ... and isn’t
- 5 inevitable leadership challenges and how to overcome them
- How leaders delegate and multiply their impact
- How to see long-term—and put your vision into a plan

Session 5 • 3:10 – 4:00 p.m.

How to keep difficult people from ruining your day

Women who develop the ability to deal with difficult people enjoy a true advantage in today’s workplace. In this session, you’ll discover how to take charge of each trying situation and neutralize the impact difficult personalities have on your life and sanity.

- You *can* express anger in healthy, constructive ways—this can actually help resolve the conflict
- Great insight into mending relationships you thought were permanently damaged
- 6 reliable techniques for keeping your cool no matter how heated the situation
- How to manage the anxiety that goes hand in hand with difficult encounters

Session 3 • 1:00 – 1:50 p.m.

Keep your emotions from running the show

In this session, you’ll learn how successful women manage to experience the full range of emotions without being taken over by them and how you can put their strategies and techniques to use in your own life.

- How to overcome your “fear of foolishness” and loosen up a little
- Have you tried *this*? Unusual—but effective—ways to manage stress and beat the blues
- Exercise your humor muscle! Learn how to use levity to cope with problems and make yourself feel good
- The 6 Golden Rules for maintaining emotional control

Session 4 • 2:05 – 2:55 p.m.

Personalize your work space to feed your spirit

Are your surroundings at work distracting and draining ... or inspiring and energizing? In this session, you’ll learn how to give your office a makeover with feng shui, the ancient Chinese art (and very popular method) of creating ideal environments for human beings.

- Creative ideas for personalizing your space in a way that makes you feel good as soon as you step in the door
- How the placement of items on your desk can affect your mood and ability to get things done
- How color, furniture placement, greenery and lighting can affect your vitality and enthusiasm

Session 5 • 3:10 – 4:00 p.m.

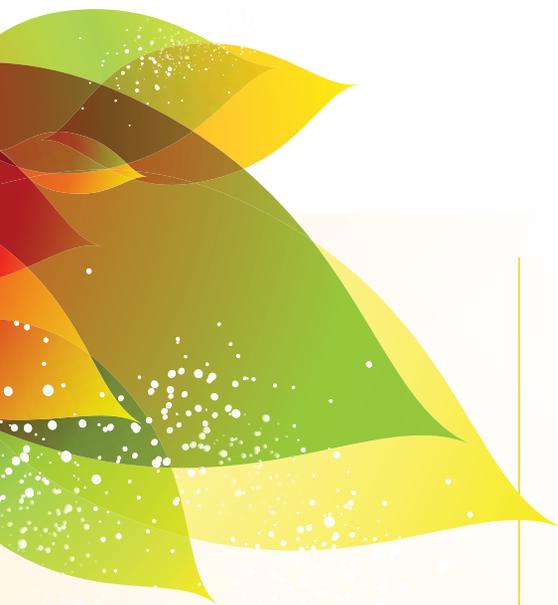
Presenting yourself as a woman who’s going places

A professional image is vital to getting ahead in your career. More than sporting a crisp business suit and matching heels, a positive professional image also means carrying yourself credibly and confidently and being absolutely sure about what you say and do.

- Why your personal appearance plays an important role in whether you’re taken seriously at what you do
- How to foster an appearance that shows you’re in command, yet approachable
- Are you guilty of these credibility busters? Learn which mannerisms, gestures and speech habits you should avoid at all costs

Enroll online at www.skillpath.com or call 1-800-873-7545

Locations and Dates



What
participants
are saying
about *The
Conference
for Women:*

It's easy to enroll!

Online: For fast, easy registration, enroll online at www.skillpath.com

By phone: Call us toll-free at **1-800-873-7545**

By email, fax or mail

Email your enrollment to us at enroll@skillpath.com

Our 24-hr. fax number is **1-913-362-4241**

Mail your enrollment to us at:

SkillPath Seminars

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Kansas City, MO 64180-4441

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We respect and are committed to protecting your privacy and financial security. Please do not send credit card information. Credit card payments taken by phone or online only.

Cancellations and substitutions. Cancellations received up to five working days before the conference are refundable, minus a \$10 registration service charge. After that, cancellations are subject to the entire conference fee, which you may apply toward a future conference. Please note that if you don't cancel and don't attend, you are still responsible for payment. Substitutions may be made at any time.

"I liked the idea of being able to choose different topics that interested me. It helped keep the conference interesting. With such a good variety, I was able to choose the topics that applied best to me."

– Kim Carrington

"The Conference for Women covered a vast area of the needs women are facing today. I left encouraged, motivated and informed. The instructors were great."

– Valorie Robertson

"I found so much insight and helpful knowledge in today's workshop. I think there should definitely be more resources like this available for professional women!"

– Krystal McPhaul

"This conference helped get me back on track with goals and things that I have wanted to do. Excellent!"

– Christine Olson

"It was good to hear that other women have the same challenges in their lives and to learn the real, concrete ways to handle them."

– Barbara Lewis

"I strongly recommend this conference to any woman who wants to see who she is and what she is worth! Fantastic!"

– Katrina K. Volman

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5 More Benefits of Attending

- 1 Never be at a loss for words again—no matter how awkward or tough the situation!** No need to feel tongue-tied or flustered ever again, now that you'll have these no-fail techniques and tips for managing even the most challenging people and encounters.
- 2 Feng shui your way to greater vitality—and better results—by creating a work space that inspires and supports you.** Learn the secrets to feng shui—the ancient Chinese art of creating beautiful and energizing environments. It's a simple way to charge your creative batteries, enhance your mood at work and produce more than ever.
- 3 Have more fun at work! (It's not only possible; your boss will thank you for it.)** Lighten up! In this conference, you'll find out how important it is to incorporate a light attitude and laughter into your workday, and come away with some great ideas for being more excited and passionate about your job.
- 4 Increase your ability to say "No" when that's the right answer ... and say "Yes" powerfully when it counts!** It's an age-old issue for women: Saying "Yes" to things when we really want to say "No." Don't miss these change-your-life strategies for getting clear on what you want ... communicating with ease and power when others make requests of you ... and reaching agreements where everyone wins.
- 5 Get the secrets to presenting an image that will help you rise through the ranks and shine.** Like it or not, it's the woman who walks and talks like a winner who usually winds up with the prize. In this conference, you'll discover things you can do right now to make sure the image you project is one that will allow you to get what you want and get ahead.



Your satisfaction guaranteed!

Your complete satisfaction is important to us. If you're dissatisfied for any reason, let us know right away—we'll issue you a refund or arrange for you to attend another SkillPath program. It's that simple.



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You're invited to spend a day like no other

THE

Conference for *Women*

*Don't miss this inspirational conference filled with breakthrough
success strategies and insights for women of all ages!*

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