

WAREHOUSING & INVENTORY CONTROL Conference

Don't Miss

this exciting and informative event that provides proven and effective strategies. Solve all your supply chain management problems and turn your warehouse into a dynamic, cost-cutting, productivity-enhancing machine!

Attend your choice of informative sessions and you'll learn how to:

- Generate levels of inventory record accuracy that you previously thought were unreachable
- Use available information to forecast your company's needs quickly and accurately
- Get up to date on the latest inventory management technology
- Fix shrinkage leaks in your processes – from the smallest cracks to the largest breaks
- Master simple – but highly effective – negotiating tactics that you'll use with customers, clients and vendors to keep your warehouse humming along

HOW WELL DO YOU MANAGE THE “THREE P’S” OF WAREHOUSING AND INVENTORY CONTROL?

“The training grabbed my attention right from the start and held onto it!”

– Greg Leblanc
Internal Audit Manager
Harvey Industries

In today’s business environment, warehouses can be the key link between success and positive cash flow, or failure and overwhelming red ink. And, as the gatekeeper of the warehouse and inventory control system, you’re the one everyone looks to for answers because you’re the *only* one who fully understands the hurdles of running an effective warehouse.

Ask any successful supply chain management professional what the keys are to setting up an ideal warehouse and inventory control system, and they will all have the same answer: Learn to better manage the “Three P’s” – Product, Processes and People – and you’ll be way ahead of the game. When you attend the *Warehousing & Inventory Control Conference*, you’ll learn the nuts and bolts of effective warehouse organization, inventory control management and much more!

MANAGING PRODUCT: KEEPING YOUR INVENTORY FLOW RUNNING SMOOTHLY

It’s probably your company’s #1 expense: Inventory overhead. It’s also the inventory managers’ worst nightmare with dead stock, slow-moving perishables, parts in multiple locations and dreaded over-orders that eat up precious stock space. When you attend this conference, you’ll learn powerful inventory control strategies that will minimize stock on hand while still keeping your customers happy and your business running 24/7.

MANAGING PROCESSES: THE LOGISTICS OF SUPPLY CHAIN MANAGEMENT

The truly great warehouse manager sees potential process problems before they explode and fixes them ... outdated warehouse policies that interfere with productivity and changes them ... and ineffective fulfillment procedures that waste time and money and refines them to achieve maximum results with a minimum of effort. Attending this conference will give you the chance to talk with expert trainers that have seen and heard it all in their highly successful warehouse and inventory management careers and want to impart their knowledge and experience to you.

MANAGING PEOPLE: TAMING THE “WILD CARDS” OF PRODUCTIVITY

So you say that your inventory is ok and that your procedures are adequate, but you’re at a loss when it comes to managing your people? The unique set-up of our conference lets you get training where you need it most. Whether it’s working with tough vendors, angry clients and customers, or an ever-changing staff where turnover seems to be the norm, you’ll learn plenty of “secrets” of successful negotiating, customer service and leadership skills that are unique to the warehouse environment.

USE WHAT YOU LEARN IMMEDIATELY!

The best part of the conference is that everything you learn is grounded in real-world situations that really happen, not fluffy textbook theory written by someone who hasn’t stepped foot in a warehouse in 15 years. That means you can start using the skills and strategies you learn the moment you return to work to improve efficiency, productivity and morale – both for you and your crew!

With all this going for it, this is an opportunity you absolutely can’t afford to let slip by. ENROLL RIGHT NOW AT OUR SECURE WEB SITE, www.NationalSeminarsTraining.com, OR BY CALLING 1-800-682-5078! It could be the most profitable thing you do all day!

Agenda At-A-Glance

DAY ONE

8:30 a.m.	Registration begins	
9:00 - 10:00 a.m.	Opening Session: Staying on Top of Your Game	
10:00 - 10:15 a.m.	Break	
	Track 1: WAREHOUSE ISSUES	Track 2: INVENTORY MANAGEMENT: A BETTER WAY
10:15 - 11:00 a.m.	Session 1A: Maximizing Space in the Warehouse	Session 2A: Maintaining More Accurate Inventory Records
11:00 - 11:15 a.m.	Break	
11:15 a.m. - 12:00 p.m.	Session 1B: Forecasting More Accurately	Session 2B: The 5 Golden Rules of Accurate Inventory Counts
12:00 - 1:15 p.m.	Lunch break (on your own)	
1:15 - 2:00 p.m.	Session 1C: Non-Stock Answers for Your Stock Problems	Session 2C: Taking the Pain Out of Annual Physical Inventories
2:00 - 2:15 p.m.	Break	
2:15 - 3:00 p.m.	Session 1D: Strengthening Warehouse Security	Session 2D: Surefire Cycle Count Strategies
3:00 - 3:15 p.m.	Break	
3:15 - 4:00 p.m.	Session 1E: Working Better With Your Vendors	Session 2E: Maintaining Your New & Improved Inventory System

DAY TWO

8:30 a.m.	Registration begins	
9:00 - 11:45 a.m.	Morning Workshop: Solutions for a More Productive and Efficient Warehouse	
11:45 a.m. - 1:15 p.m.	Lunch (on your own)	
1:15 - 4:00 p.m.	Afternoon Workshop: Managing Your Workforce for Better Inventory and Warehouse Control	

“I learned something right from the start!”

– Paul Donotrio
Middleton G & T

Our 100% Money-Back Satisfaction Guarantee

We’ve developed this important conference to provide essential information you need to better organize your warehouse, maintain accurate inventory records and keep cost-effective inventory levels on-hand at all times. Our goals are to help your organization squeeze every last inch of usable space out of your warehouse, make forecasting future needs easier and provide strategies for slashing the amount of wasted time and money you lose due to inefficient order-filling and inventory counting methods and processes. We believe that this training will help you meet your business goals so much that we stand behind it with our 100-percent money-back guarantee of satisfaction. If for any reason you’re not satisfied with our conference, we’ll refund every cent of your enrollment fee, no questions asked. It’s training that’s completely **GUARANTEED!**

Your Comprehensive Workshop Agenda

Opening Session

Staying on Top of Your Game

Start your exciting conference day with an insider's look at the changing world of warehouse management. As a warehouse professional, it's hard enough to keep production lines supplied, customers satisfied, maintain spotless inventory record and put out the hundreds of fires that seem to pop up everywhere. It's your responsibility to mesh your company's overall goals and directions with the (sometimes) conflicting realities of daily work. At this session, you'll find out how other warehouse and inventory professionals have met these challenges with innovative strategies and continuous improvement. Discover how you can continually adapt your practices and warehousing methods to keep up with the demands of your challenging work and meet your personal and professional goals. Plus, you'll learn more about your role as a warehouse pro and how your insight into the way things are done can be the key to financial stability and success for your company.

TRACK 1: WAREHOUSE ISSUES

Session 1A

Maximizing Space in the Warehouse

Handling today's increasing customer demands requires an efficient and well laid-out warehouse that optimizes every square inch of your available space. But if you're like the vast majority of warehouse managers, you don't have the option of physically changing your facility, so you have to make-do with what you have. At this session, you'll learn some basic fundamentals that every warehouse manager needs to know to create an effective warehouse – no matter what limitations you face. You'll learn about the most common warehouse design and layout mistakes and how to avoid them. You'll be able to immediately identify flaws in your own facility and have the confidence to get upper management to help you make the changes that you know need to be made.

Session 1B

Forecasting More Accurately

Today's competitive markets require your company to make accurate forecasts for the future demand of each and every product in your inventory. But even the simplest mistakes in your forecasting models can cause you to have unwanted overages in your stock, or worse, not have enough parts to keep production lines moving or customer orders fulfilled. In this session, you will learn how to more accurately forecast your company's needs by identifying unusual factors that can cause costly forecasting mistakes ... better ways to collect the information you need ... and how to make well-informed decisions based on this information. When you're done, you'll be able to improve customer service ... reduce inventory ... increase productivity ... and improve the deliveries from suppliers. It's a session that you can't afford to miss!

Session 1C

Non-Stock Answers for Your Stock Problems

Is there anything at work that occupies your thoughts more than problems with your warehouse stock? Dead stock, slow-moving stock, excess stock, safety stock, out-of-stock? ... the list goes on and on. Instead of relying on the fuzzy theories and "stock" answers that many training companies spout, come to this session and get practical, real-world insights from a warehousing and inventory pro who has seen it all and will share hard-won solutions for your stock problems. If it seems like your company adds new stock every other day ... you have trouble getting your people to rotate the old stock ... or if you're stuck with more stock than you need because one of your vendors offered your purchasing agent a "deal" for buying a "minimum" amount of product, you need the answers you'll get at this eye-opening session.

Session 1D

Strengthening Warehouse Security

It's one of the warehouse manager's toughest tasks ... dealing with inventory security and theft. Some inventory shrinkage is inevitable, but what is an

acceptable level for your company? Do economic factors affect the integrity of your workers and the theft rate? What options do you have if you suspect an employee is stealing? What are your responsibilities? More importantly, what are your liabilities? What technological deterrents are available and can you afford them? Get all the answers you need to these sensitive issues and some easy, common-sense strategies for eliminating employee theft of your valuable inventory. And, learn how to stand firm and put a stop to those people who unintentionally cause you inventory shrinkage problems by innocently "sampling" your inventory without your permission!

Session 1E

Working Better With Your Vendors

How do you measure your vendor's performance? If you're like many warehouse managers and you go with your "gut" feeling, you may be shortchanging yourself – and your company. In order to make the most cost-effective decisions about your vendors, what you really need is an objective measurement system that spells out how well they're helping you achieve your goal of effective inventory management. At this session, you'll learn several of the most accurate methods of measuring vendor performance PLUS you'll receive some simple and powerful negotiation techniques that you can use with any vendor to get what you want and still maintain a healthy working relationship.

TRACK 2: INVENTORY MANAGEMENT: A BETTER WAY

Session 2A

Maintaining More Accurate Inventory Records

They're the lifeblood of every well-informed business decision that's made in your company when it comes to production scheduling, sales, forecasting and planning, purchasing ... whatever! They're your inventory records, and if they're inaccurate, your company can get caught without stock on hand, or with twice as much as you'll ever need. Either way, that's unacceptable, and

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Session 2B

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Session 2C

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lly you'll be standing in front of e higher up the corporate ladder o explain. With the secrets and es you'll get in this session, you ily achieve inventory record y levels of 95% or more ... e your current system and identify r improvement ... and maintain vels of productivity.

2B Golden Rules of Accurate Inventory Counts

he time and effort that goes into a l inventory, and the importance of ng accurate results, most ies would rather NOT do one ste their time conducting an ate inventory. The secrets to ng your company for a hassle-free urate physical inventory are d during this 45-minute eye- y session. You'll never look at y physical inventory the same way nce you master the 5 simple steps cessful warehouse and inventory rs all across the country use to eir lives easier. You'll learn about t common blunders that sink the tion for most companies, and how get your entire company behind rts to get an accurate physical y.

2C The Pain Out of Annual Physical Inventories

entory pros, physical inventories trips to the dentist ... you know e to do it, but you don't want to. ny a warehouse and inventory manager has compared doing ries to having a root canal. Now relax. Think of this workshop as a gigantic dose of novocaine l ease your nagging doubts that ng will go wrong. With the tion you learn here, you'll y your annual physical inventory ore confidence, speed and y. You won't have people g up their hands in frustration lays, missing counts or worse, ate counts. And best of all, you'll relaxed when the auditors come use you'll know you have done job you can!

Session 2D Surefire Cycle Count Strategies

Believe it or not, setting up an accurate cycle counting program, complete with a top-notch cycle counting team to run it, can eliminate your annual physical inventory! Cycle counting has long been regarded as the best way to maintain an accurate inventory recordkeeping system 365 days a year. Whether you're wanting to set one up if you don't have one now, or you just want to ensure that your current system is meeting all your inventory management needs, don't miss this terrific session. You'll learn how to train your cycle counting team, keep paperwork under control and discover time-saving methods that will allow your people to get more work done in less time!

Session 2E Maintaining Your New & Improved Inventory System

This troubleshooting session will arm you with the knowledge and skills to maintain a high-quality inventory control system for years to come. With the strategies you'll learn here, you'll be able to adjust your processes on the fly and adapt to changes in the marketplace. And that will help you service your customers better, increase your productivity and maintain better cost control. Even better, once you've gotten your system the way you want it, you'll be able to focus more energy on other responsibilities and ... who knows? ... maybe take a worry-free vacation every once in awhile!

“I enjoyed the ‘team’ aspect of the training and the active involvement of the participants was excellent.”

– Darrell Morrow
Senior QA Associate, Acambis

10 reasons to attend this powerful conference

This conference is must-attend for you because you'll ...

1. Identify and correct problem areas in your inventory management systems.
2. Get up-to-date on the latest money-saving warehousing technology and software.
3. Discover how to manage your staff to greater productivity.
4. Negotiate favorable deals with vendors to help you save time and money.
5. Learn simple organization techniques to make your warehouse more user-friendly.
6. Virtually eliminate dead and slow-moving stock.
7. Increase the security of your facility and slash theft and shrinkage.
8. Create and maintain a worry-free annual inventory.
9. Set up cycle counts and achieve 95% accuracy in your inventory records.
10. Take part in a rejuvenating and reinvigorating training event that inspires you and your crew to achieve more!

Team Training Saves You Money

No one knows better than you do that successful inventory and warehouse management is a total team effort, so it makes sense that you'd want to bring your team to this unique training opportunity. That's why our team discount makes excellent business sense for you: When 3 enroll in this conference from your organization, the 4th attends absolutely FREE!

EXPAND YOUR KNOWLEDGE ON WAREHOUSE AND INVENTORY CONTROL MANAGEMENT WITH OUR SECOND DAY WORKSHOPS!

For information that's more in-depth, attend these post-conference workshops.

MORNING WORKSHOP: 9 TO 11:45 A.M.

Solutions for a More Productive and Efficient Warehouse

Continuous productivity improvement isn't just an option these days – it's mandatory! You need answers for sustaining improvement in your warehouse operations and this half-day workshop is the perfect complement to what you learned during the first day of our conference. Your company faces more competition than ever in the marketplace and you can make the difference between success and failure. Take control of your company's largest asset and learn how to more effectively manage a 21st century warehouse and increase your company's productivity and profitability.

Attend, and you'll learn how to ...

- Understand the "big picture" of warehousing within your company and beyond
- Identify opportunities for improvement within the problematic areas of your warehouse
- Set realistic, yet challenging, goals for yourself and your crew
- Determine exactly how much safety stock you need to keep production flowing and orders filled
- Use advances in bar coding and other technology to streamline shipping, receiving, order-filling and production
- Handle special inventory situations better: damaged or returned goods, spillage, shrinkage, spoilage and theft
- Implement order-picking strategies that slashes the time spent filling orders

Lunch is on your own

AFTERNOON WORKSHOP, 1:15 TO 4 P.M.

Managing Your Workforce for Better Inventory and Warehouse Control

The job of the warehouse supervisor has changed. In addition to offering technical and operational skills, you need to be able to coach, counsel and lead others. Are the people working under you seemingly your biggest hindrance to maintaining the quality control you desire? If so, you're not alone. It's impossible for you to be everywhere, so you need to get people up and down the corporate ladder to completely buy into your processes. Join us for this must-attend half-day session and learn dozens of secrets to managing people in the warehouse better.

You'll learn how to ...

- Better understand your role as a supervisor and team leader
- Foster an environment where your accuracy goals become as important to your staff as they are to you
- Handle conflict among team members
- Turn your problem employees into productive workers and transform your good workers into superstars
- Reward and recognize top performers when extra money isn't an option
- Eliminate dangerous behaviors that can cost your company plenty
- Getting your crew to buy into the "team" concept

Got A Big Group to Train? Bring Our Training Straight To Your Door!

Are you thinking that you'd love to bring this warehouse and inventory conference to your company, but don't think it would be financially feasible? Think again! The truth is, bringing our on-site training to your company can be one of the most cost-effective ways to train your employees and get solid solutions to your trickiest business problems.

Our training topics literally cover the spectrum of business issues: Accounting, customer service, leadership, management and supervision, assertiveness skills, presentation skills, team-building and more! Not only can you choose from hundreds of packaged seminars (like this warehouse and inventory conference), but we can mix-and-match parts of several seminars to give you EXACTLY the training experience you want!

By hosting on-site training, you and your employees will get the finest skill-building business training customized to your unique needs! And, we're totally flexible about when and where we hold the training, so if you've got a group of employees that finds it difficult to get out to "regular" seminars (like third-shift workers) we'll adapt to your schedule. For more information, go to our Web site, www.NationalSeminarsTraining.com, or call 1-800-344-4613.

"The trainer is 90% of the success of the class. Your trainers are true professionals with excellent presentation skills and a unique ability to relate to the audiences."

— Susan Tuller
President, Garry Archives

2 Names of Attendees: (Please Print)

1. Mr./Ms.	_____	Title	_____
E-Mail Address	_____		
2. Mr./Ms.	_____	Title	_____
E-Mail Address	_____		
3. Mr./Ms.	_____	Title	_____
E-Mail Address	_____		
4. (FREE!) Mr./Ms.	_____	Title	_____
E-Mail Address	_____		

(When 3 enroll from your organization, a 4th attends free! Please list additional registrations on a separate sheet and attach.)

3 Company Information: (Please Print)

*Phone required in case of last minute changes.

Organization _____

Address _____

Mail Stop _____ *Phone _____

City _____ State _____ ZIP _____

Approving Supervisor: Mr./Ms. _____ Title _____

E-Mail Address _____

**Fax _____

**Your fax number will be used to send confirmation of your registration as well as to notify you of upcoming events in your area.

4 VIP Privileges Program — Join Today!

Join our **VIP Privileges Program** and enjoy exclusive discounts and benefits. We'll fax you and your organization first notice of upcoming events in your area, special discounts up to 50% and offers available to members only.

Sign here to join

By signing, you and your organization are giving permission for RUCEC to use your fax number to notify you and your organization of upcoming seminars in your area and provide you and your organization with special discounts and offers.

5 Method of Payment:

If you have registered by phone, please record your confirmation number here:

Check payable to Rockhurst University Continuing Education Center, Inc. is enclosed. If you are tax-exempt, enter your tax-exempt number here: _____ and attach a copy of your tax-exempt certificate.

Charge to the following: MasterCard Visa American Express Discover Diners Club

Card No. _____ Exp. Date _____

Signature _____

Bill my organization; Attn: _____
(Note: Full registration due prior to start of conference)

Our purchase order is attached (government, educational and health care organizations only).

6 Important: Your VIP Customer Number --

Fill in your VIP Customer Number as it appears above the name on the mailing label.
(Record the number even if the label is addressed to another individual.)

To Enroll



Register online at www.NationalSeminarsTraining.com



or call toll-free 1-800-682-5078



or fax the completed registration form to 1-913-432-0824



or mail the form to:
Rockhurst University Continuing Education Center, Inc.
P.O. Box 419107
Kansas City, MO 64141-6107

REGISTRATION INFORMATION

Group Discount : When 3 enroll from your organization, a 4th attends FREE! Call to register weekdays from 7 a.m. to 7 p.m. Central time. Register online 24/7.

CANCELLATION. If you cannot attend, you may send a substitute or receive a credit memo toward a future conference. If you cancel your registration up to five business days before the conference, your registration fee will be refunded less a \$10 enrollment charge.

TAX DEDUCTION. The expense of continuing education, when taken to maintain and improve professional skills, is tax deductible. Please contact your accountant for complete details.

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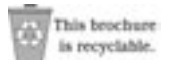
Enroll today online at www.NationalSeminarsTraining.com or call 1-800-682-5078

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