



Queen City North Chapter IAAP
P. O. Box 8149
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Cool New Software – 2010

September 14, 2010
Program Meeting



Pam Hollingsworth
INTERNATIONAL PAPER

Pam Hollingsworth has over 22 years experience as an administrator, manager, and graphics designer in the manufacturing business community, hospitality, and printing services industries. She has been employed for the past 13 years as an Administrative Assistant at International Paper Loveland Technology Center.

Pam provides invaluable administrative support by managing the daily business office operations for a team of 6 staff members and 2 direct reports. She has had extensive training and knowledge with Microsoft Office Suite, SAP, Business Warehouse and website design.

During this session, we will have demonstrations on New Software for 2010 which will include: Screencast and Presentation Software; Online Storage Software; Online Meetings; Airline/Travel Reservations. New Features for Office 2010. Introduction and basics on Working with the IAAP Web Community. Q&A if time allows.

One recertification has been approved for this session.

Location: West Chester Conference Center, 9248 Princeton Glendale Road (SR747)
West Chester, OH



RSVP – Email Dinner Reservation to lindaglassmeyer@zoomtown.com

Reservation/Cancellation Deadline: Thursday, September 9, 2010, 5:00PM – Payment Collected at Door (Cash or Check Payable to Queen City North Chapter IAAP). A reservation is a financial commitment; cancellation must be received before the deadline; otherwise you will be responsible for the cost of the meal (\$20-Members; \$22-Non-Members).

Networking: 5:30PM **Dinner:** 6:00PM **Speaker Presentation:** 6:45PM

Menu: Buffet – Tender, Juicy, Boneless Sliced White Turkey Breast, Fresh Garden Salad w/Ranch & Raspberry Vinaigrette, Mashed Potatoes, Fresh Baked Rolls/Butter, Coffee, Tea (hot and iced) and Dessert.

Questions? Pam Hollingsworth via email @ pamhollingsworth03@msn.com. For more information about the Queen City North Chapter, visit our website at <http://www.iaap-queencitynorth.org>