



2011-2012

# Heart of Peachtree Chapter Seminar November 19, 2011

## “Making the Leap to Remarkable” Georgia Division of the International Association of Administrative Professionals



### “Just Get Serious About Success” Presented by: Donna Satchell

Passionate about helping people be more successful, Donna Satchell is the co-founder of Women Aspiring Together To Succeed (WATTS). Founded in 2000, WATTS continues to inspire, motivate, and empower its members through her presentations and her leadership.

Donna is a member of the National Speakers Association (NSA) and is the past recipient of the NSA Georgia Chapter’s Spirit Award for her outstanding commitment and contributions. Prior to her business, Donna worked at Clairol Inc., for over 15 years. Because of her decision to “just get serious” about continuing her education, and excelling at her work, she was the first administrative assistant promoted into a management level marketing position at the company. In 2002, Donna left Clairol to pursue her desire to help businesses develop their employees and help people become more successful. Her clients have included the City of Atlanta, the Coca-Cola Company, Centers for Disease Control and many others.



The seminar will be held on Saturday, November 19, 2011, from 8:00 a.m. until 12:30 p.m. The location is on the campus on Point University (formerly called Atlanta Christian College) in East Point, Georgia, in the Hathcock Center, Room 108 (directions below). Registration and continental breakfast will begin at 8:00 a.m. The seminar will begin promptly at 9:00 a.m. and last until 12:30 p.m. For IAAP members, application is being made for **three** recertification points for this program.

**Registration costs are as follows:** IAAP members, \$35. Non-IAAP members, \$40. For faculty, staff and students of Point University, \$25 (with registration sent from a Point University email address). Registration fees must be **paid in advance** by Friday, November 11, 2011.

**To register:** Please fill out the registration form on the second page, include your payment, and mail it to Faye Sawyer.



**Directions:** From downtown Atlanta, take I-85 south toward the Atlanta airport. From south of Atlanta, take I-85 north toward the Atlanta airport. From I-85, take Exit 72 toward Camp Creek Pkwy./Atlanta Airport. Follow the signs to Camp Creek Pkwy. (do not enter airport). Go about 1.4 miles on Camp Creek Pkwy., then turn right onto Herschel Road (fourth traffic light). Stay on Herschel Road, which becomes Dodson Drive Connector and then Dodson Drive, for about 2.4 miles. Proceed straight on Dodson Drive. Hathcock Center will be on the left, just beyond Westside Chapel. There is parking on both sides of Hathcock Center. Follow the signs to Room 108.

#### MEETING DATE/TIME

Saturday

November 19, 2011

8:00 a.m.—12:30 p.m.

#### MEETING LOCATION

Point University

(formerly called Atlanta

Christian College)

2605 Ben Hill Road

East Point, GA 30344

Hathcock Center, Room 108

#### MEETING HIGHLIGHTS

8:00 a.m.—Registration and

Continental Breakfast

9:00 a.m.-12:30 p.m.

Seminar: “Just Get Serious

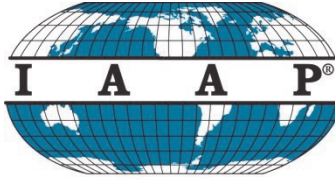
About Success”

#### FOR ASSISTANCE ON

MEETING DAY

Call 770-789-8692





International Association of  
Administrative Professionals®  
*Heart of Peachtree Chapter*

**“LET’S GET SERIOUS ABOUT SUCCESS”  
PRESENTED BY DONNA SATCHELL**

**REGISTRATION FORM**

**Date: Saturday, November 19, 2011**  
**Time: 8:00 a.m. - Registration and continental breakfast**  
**9:00 a.m. – 12:30 p.m. - Seminar**

**Location: Point University**  
**(formerly Atlanta Christian College)**  
**2605 Ben Hill Road**  
**East Point, GA 30344**  
**Hathcock Center, Room 108**

<b>Name:</b>	
<b>Email Address:</b>	
<b>Contact Number:</b>	
<b>Chapter/Company Name:</b>	

<input type="checkbox"/>	IAAP Professional Member-\$35
<input type="checkbox"/>	Faculty/Staff/Student from Point University-\$25 (must register with Point University email address)
<input type="checkbox"/>	Non-IAAP Attendee-\$40

**(Registration fee includes course material, continental breakfast and snack)**

**Please return completed registration form to: fls\_new08@yahoo.com. Mail check, payable to Heart of Peachtree Chapter to:**

**Faye Sawyer**  
**1115 Cordova Street, SW**  
**Atlanta, GA 30310-3809**

**Check must be postmarked by November 11, 2011.**  
**Registration will not be complete until check is received.**