

Lake County Leaders!

Member of IL Division ~ Elevating Admins to Excel in Today's Office

<http://www.iaap-lakecounty.org>



February 2012 Information Sheet



February 2012 Meeting:

Our February 14, 2012 will feature Lauren LoPresti, M.B.Ed, M.A., Chair of the Administrative Office Systems Program at the College of Lake County. Lauren will present a program entitled, "Refining Your Boss' Power Point Presentation". Chapter members and guests will learn how to bring that professional look to someone else's deck.

Lake County Chapter Needs Your Help!

We are in need of someone to head up our Nominations Committee for the upcoming officer elections in May. If you are interested, please contact Chapter President Marilyn Bell CAP-OM.

2012 APW Event:

Administrative Professionals Day/Week 2012 will be upon us before you know it. The theme for 2012's APW is "Admins, the Pulse of the Office". Our chapter needs one additional person to help serve on this committee. Please think about volunteering to help out with our highest attended meeting of the year.

2012 Spring Conference:

Registrations for the IAAP 2012 Spring Conference, March 4-7, Las Vegas NV are still being accepted. Early registration will end on January 31, 2012. See the IAAP HQ website Events page for more information.

2012 EFAM:

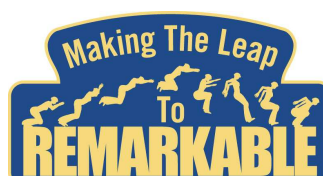
Hotel reservations are now open for the 2012 EFAM July 22-25 at the Gaylord Texan Hotel and Convention Center in Grapevine, TX. See the IAAP HQ website Events page for more information.

Pathways to Excellence:

The online link for 2011/2012 Member of Excellence submissions is now available. Remember that in order for our chapter to receive Chapter of Excellence, we need our members submitting their Member of Excellence. Click [here](#) to visit the Pathways to Excellence page.

Webinar for Potential Members:

If you know someone who may be interested in IAAP but would like to know more before joining, they can now view a recorded version of the 'What's In It For Me? Why IAAP is Perfect for You' webinar on the IAAP HQ website. Prospective members will discover what's in it for them and how IAAP can help them become career-minded administrative professionals. The webinar is located right on the IAAP HQ homepage.





Membership Update:

We currently have 28 members. The good news is we're retaining our members. We would love to have you bring a guest to a meeting so they can see all the benefits IAAP has to offer.

Certification Update:

The deadline to register to sit for the May 2012 certification exams is February 15, 2012. IAAP has launched a new specialty, Technology Applications. Earning the Technology Applications specialty demonstrates your commitment to continuing technology education. For more information about this new specialty, please see the Certification page on the IAAP HQ website.

