

The Regina Chapter of the International Association of Administrative Professionals is proud to present:



Getting It All Done!

with Certified Speaking Professional

Rhonda Scharf

April 26, 2011

Travelodge Hotel & Conference Centre Regina

8:00 AM – 12 Noon

Registration, networking,
breakfast buffet and workshop

Is stress a fact of life for you? Do you ever have enough time? More and more people are encountering stress and the daily pressure of time constraints in their personal and professional lives.

This morning workshop will introduce you to practical techniques in helping you achieve better results through better time and stress management. You will gain vital new insights into how to maximize your on-the-job effectiveness, as well as manage the stress that goes with it.

Registration Fees

Before March 31, 2011:

Members \$89.00

Non-members ... \$115.00

After March 31, 2011:

Members \$109.00

Non-members ... \$139.00

To register, go to
www.iaapregina.ca

Celebrate Administrative Professionals Week (April 25 to 29, 2011) with this excellent workshop!

Registration

Deadline:

April 18, 2011



International Association of
Administrative Professionals®
Regina Chapter