



CONTINUING PROFESSIONAL DEVELOPMENT

Technology: Slave or Servant – Distraction, Time, Task & Email Management

MONDAY 29 FEBRUARY 2016

BAQ1605 – 2 CPD Points – Practice Management and Business Skills Category

BAR ASSOCIATION OF QUEENSLAND

Own your technology – don't let it own you! Learn how to manage technology induced distractions, your daily tasks and how technology can help you to improve client communication and achieve your professional goals. Enhance your time management and technology skills to regain control of your law practice and your life. Learn the pathway to a productive, more paperless law practice.

PROGRAM	
Chair	Philip Looney QC
Presenters	Paul Unger, an attorney and a founding principal of Affinity Consulting Group in Columbus, Ohio
Date	Monday, 29 February 2016
Registration	4.45pm – 5.00pm
Time	5.00pm – 7.15pm
Venue	Gibbs Room, Bar Association of Queensland, Ground Floor, Inns of Court, 107 North Quay, Brisbane
CPD	Thursday, 25 February 2016
CPD	BAQ1605 2 CPD points Practice Management and Business Skills category

REGISTRATION INFORMATION	
RSVP	Surname: _____ Given Name: _____ Title: _____
	I am <input type="checkbox"/> Bar Association Member \$175 inc GST
	<input type="checkbox"/> Non Member \$220 inc GST
	Address: _____ DX: _____
	Telephone: _____ Email: _____

PAYMENT BAQ1605

All payments must be in Australian dollars. Payments may be by cheque made out to “**BAQ Trust Fund**” or by credit card:. A finance charge of 1.62% (Visa and Mastercard) or 2.75% (Amex) will be applied.

☐ American Express

☐ Mastercard

☐ Visa

Credit Card Number: _____

Name on Credit Card: _____

Expiry Date: _____ Amount: _____

Signature..... Date:.....

** Please note: *Registrations will only be accepted when this form, together with appropriate payment, is received by the Bar Office (**under normal circumstances no telephone registrations will be accepted**).

***PLEASE RETAIN A COPY OF THIS FORM FOR TAX PURPOSES.**