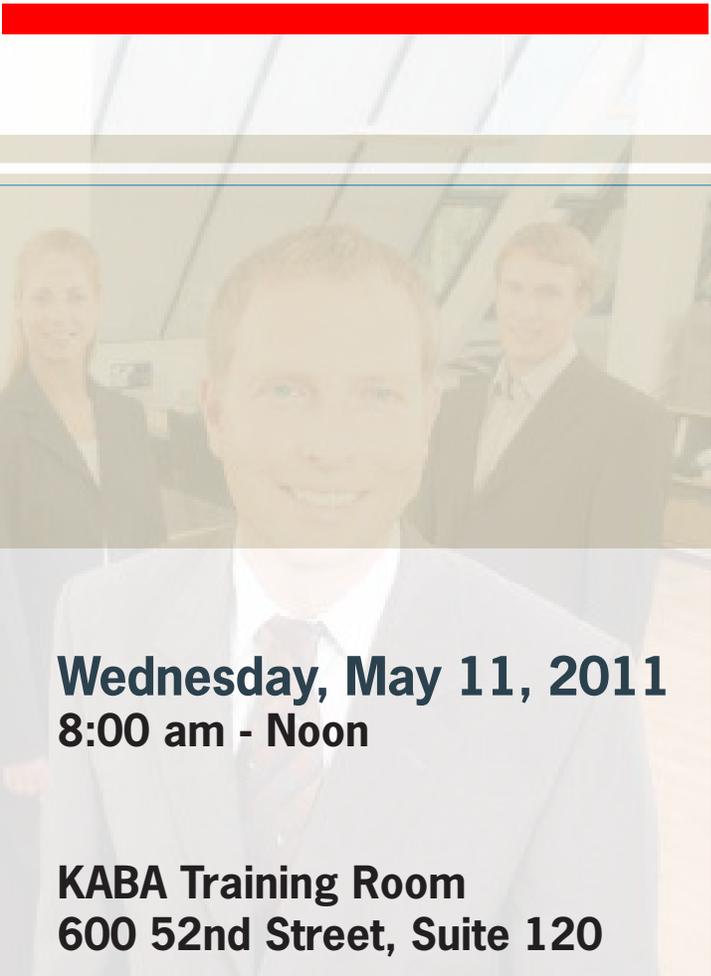


Training Workshops at



Communication Skills for Leaders

Wednesday, May 11, 2011
8:00 am - Noon

KABA Training Room
600 52nd Street, Suite 120

Member: \$99
Non-Member: \$149

At all organizational levels it has been estimated that at least 75 percent of each workday is consumed in some type of communication. Every successful leader is, among other positive characteristics, an effective, strong communicator. How well one speaks, writes and listens can have a direct impact on career success. This workshop covers common, everyday principles, tips and techniques of communicating effectively in face-to-face situations. Participants will focus only on oral interpersonal and listening skills. Participants can expect to take away session specific tools and guidelines for immediate use in the workplace.

Please complete the form below and fax to KABA at 262.605.1111 or register online at www.kaba.org

Yes! I will attend the workshop, "Communication Skills for Leaders"

Participant Name: _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Alternate Contact: _____ Phone: _____

Send invoice to: _____ Fax: _____

Cancellation Policy: Cancellations, in writing, are accepted until 5 p.m. five business days prior to the program. Cancellations made with less than five days notice and "no-shows" will be invoiced for the total registration fee. Substitutions are accepted at any time. KABA will confirm your registration at least two days before the program or course will be held. If you do not receive confirmation by that time, please contact us to ensure that your registration was received.

For more information on this workshop or any other training needs, please contact:
Diana Ide-Gonzalez, 262.605.1100 or dide-gonzalez@kaba.org