

MARK YOUR CALENDARS FOR...

# "Doing More with Less"

In the face of challenging economical times, it is critical to remain energized and motivated toward success. How do we keep ourselves headed in the right direction? How can we help to maintain a positive work environment?

## This full day seminar will include...

- How to understand and handle the resistance that comes with change.
- Using the positive aspects of change for personal growth and success.
- Eliminating the factors that lead to bad decisions and workplace paralysis.
- Parkinson's Law: focus on getting things done rather than "work."
- Easy strategies to save time, improve efficiency and get more done.
- How to stay motivated and support your team members.
- How to create and maintain your value to the university.

**...and MUCH, MUCH MORE!**

**When: Wednesday, October 14, 2009**

**9:00am – 4:00pm**

*(A break for lunch will be provided;  
individuals responsible for own lunch).*

**Where: University Union  
Capital Rooms**

***Space is limited!*** Reserve your seat now by  
contacting **Sharon Chenoweth** in Human Resources:

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