



Presenting for Success

with

APICS

TRAIN-THE-TRAINER

CHARLESTON SC – AUG 20-21, 2010



Whether you are a seasoned presenter, a palm-sweating novice or even a palm-sweating seasoned presenter, regardless of whether you are presenting to a large group, a small group or one person, we all have the opportunity to improve our presentation skills. The APICS Southeast District is continuing its program of providing low-cost and geographically dispersed opportunities for our chapter leadership and members to attend a **TRAIN-THE-TRAINER** Workshop. These classes are size limited to 12 participants to allow for the proper ratio of students to gain the full benefits of these great programs presented by APICS recognized and experienced instructors.

Education is the foundation of APICS. Whether you are the practiced instructor, a person wanting to instruct, or an APICS officer or member responsible for making a presentation, the **TRAIN-THE-TRAINER** Workshop can be of **VALUE** to you. Leading a small or large group, doing one-on-one training, or presenting ideas to others, this workshop provides you the opportunity to either refresh your skills or to learn the proper way to prepare and communicate the ideas and directions you are trying to convey. **TRAIN-THE-TRAINER** is a core requirement for all levels of the new APICS Recognized Instructors Program.

THERE ARE TRIED AND TRUE METHODS THAT YOU CAN USE TO BECOME A MORE EFFECTIVE INSTRUCTOR OR PRESENTER. THE APICS TRAIN-THE-TRAINER WORKSHOP IS AN INTENSIVE, HANDS-ON PROGRAM THAT WILL REFRESH YOUR SKILLS OR SHOW YOU HOW TO:

- Write instructional objectives that clearly show what your learners/listeners will be able to do as a result of your instruction/presentation
- Plan lessons and presentations with realistic objectives
- Build involvement and motivation into your programs
- Construct lesson plans as a step-by-step blueprint for achieving your objectives

- Effectively select and use a variety of media to enhance learning and understanding
- Improve the effectiveness of your communication by being receptive to verbal and nonverbal messages of your audience
- Practice and critique several presentation methods and techniques
- Plan training workshops for flawless implementation

The APICS **TRAIN-THE-TRAINER** Workshop is loaded with key learning points and activities that will refresh or provide you with the basic tools and techniques to allow you to do the one-on-one or large group presentations in a manner that you **will** accomplish your objectives.

The following is the program information for the APICS **TRAIN-THE-TRAINER** Workshop scheduled on August 20-21, 2010. The program fee is \$275.00 per participant and **must be paid prior** to the course to hold your seat in the program. Each of these programs is limited to 12 participants and all **participants must register for the program and pay the registration fee on-line** at the link shown for the course by the cut-off date shown. A minimum of 6 participants is required for each program. If the minimum number of students is not met by the registration cut-off date of Aug 6th, 2010 the **program will be cancelled**.



Class Location:

MapQuest link: http://www.mapquest.com/mq/1-JnXHJAJe1W*yPUP7YHvf

Conference Center

9377 Koester Rd

Ladson SC 29456

The class location is 2.4 miles from the hotel and participants can car pool to and from class.

HOTEL LOCATION:

BEST WESTERN MAGNOLIA INN
747 TREELAND DRIVE
LADSON SC 29456-3631
PHONE: 1-843-553-8888



The hotel is five years old and was remodeled 2 years ago. The rate for the hotel will be \$65.00 (or \$72.80 after tax). Registrants must mention the **APICS ROOM BLOCK** to receive discounted rate – organizer Neil Gorski if they have any issues. Reservations must be made by August 12th to obtain this rate. After that date the hotel’s normal rate will apply. The hotel does have a pool, fitness center, free wireless internet along with a refrigerator, microwave, and safe in each room. They offer a deluxe continental breakfast which sounds very much more than a traditional continental breakfast. It is just a few exits away from the airport for those who are flying while about 10 minutes or so from our meeting room. The Charleston Chapter has compiled a list of alternatives and restaurants in case someone happens to want to enjoy their time in beautiful Charleston South Carolina.

Host Chapter contact:

Neil Gorski cell 843-202-9080, Neilnakoma27@yahoo.com

Course Detail Summary:

TRAIN-THE-TRAINER: Program 2 Hosted by the Charleston Chapter

Program Dates: Aug 20-21, 2010
Program Registration Link: http://www.triadapics.org/events/100_538001.aspx?PROG=SMNR
Registration Cut-off Date: **Aug 6, 2010**
City: Charleston SC
Host Chapter: Charleston Chapter
Facilitators: Lisa Ross and Dave Lehman
Program Location: [Conference Center](#), 9377 Koester Rd. Ladson SC 29456
Hotel Information: [Best Western Magnolia Inn and Suites](#)
747 Treeland Dr, Ladson SC 29456-3631
Phone: 1-843-553-8888

For other questions contact Dave Lehman at dave@thedcl.com or on cell phone at 1-336.602.0136.