

Be the Manager Your Employees Want to Follow

Take one day to boost your employee engagement, inspire loyalty, improve productivity and prevent your top talent from walking out the door

IN THIS ONE-DAY SEMINAR, YOU WILL:

- Recognize eye-opening management style tweaks you can make immediately
- Create a desire for achievement in your employees
- Define what employees need to stay on task with the goals you set
- Explore the art of effective delegation
- Identify your top performers for development
- Discover the secrets to attracting top talent to your projects
- Uncover the facts and eliminate the myths of employee motivation
- Learn to communicate the story of success
- Build a model for assessing employee skills
- And much more!

Enroll Today!



Online
www.pryor.com



Call
1-800-556-2998



Mail
Fred Pryor Seminars
P.O. Box 738002
Dallas, TX
75373-8002



Fax
913-967-8849



Who Should Attend

This seminar focuses on management and leadership tools that are best suited for managers, supervisors, HR representatives, team leads, department heads, business owners and anyone else who is responsible for employees.

Attend this seminar and you will see outstanding results such as improved employee retention, a renewed employee loyalty and elevated employee engagement!



Enroll today!
www.pryor.com

Keep Top Talent

Are you a manager who lost some of your best talent? According to a recent, preliminary report from the U.S. Bureau of Labor Statistics, 2.5 million American workers willingly left their positions. Why are so many employees willing to leave their employers? Are they leaving because of their managers? By improving your management and leadership style, you will be able to keep your top talent. Yes, you can change how they feel about YOU, the manager. Small things make a big difference in how employees feel about their manager.

What You Will Learn

Discover how great managers take extra steps to ensure their work environments are open, trusting, innovative and productive. As a result, your employees will respond positively. Learn to deal with loss of enthusiasm on the job. Find out an acceptable approach to employee motivation. Determine what behaviors you should model for effective leadership and which techniques don't work.

Plus, this seminar will provide you with tools to:

- Communicate clear directions, priorities and performance expectations
- Deliver constructive support and encouragement, even when an employee fails to meet expectations
- Teach employees to learn from successes and failures and to embrace both
- Provide incentives for above-average performance efforts
- Recognize employees' contributions and efforts in ways they appreciate
- Offer sincere, helpful feedback in a timely manner
- Create a clear commitment to professional development
- Facilitate open discussions with employees about career growth opportunities
- Delegate meaningful work and significant responsibilities
- Practice progressive discipline to reduce negative attitudes and behaviors
- Build opportunities to empower employees with a sense of ownership by lessening approvals and checkpoints
- Position employees to solve problems on their own, using their best judgment

Discover What Works!

This seminar will define for YOU, the manager, what relationship factors matter when developing an employee into an asset for your company.

- Learn to **INSPIRE** renewed employee loyalty
- **ESTABLISH** the rapport you want to begin the foundations of lasting employee commitment
- **EXCITE** and energize your staff when you understand and avoid common pitfalls of implementation
- Gather tips on how to **TEACH** employees to be meaningful representatives of your organization
- Learn to **MOTIVATE** your employees toward lasting productivity
- Find out when to **ENCOURAGE** your staff to reach for more
- Develop a template you can use to **INQUIRE** about your employee's mindset toward goal achievement
- Use information to **SUPPORT** employee goals that are in line with your company's vision
- When you are finished, you will know how to **ENFORCE** those goals that have the most impact on your company's bottom line
- Learn to **PERSUADE** with a proven model to eliminate "manage-only" thinking

What Happens if You DON'T Attend this Seminar?

Don't let this happen in your organization:

- Your top performers leave
- Company employees avoid transferring to your department
- Infighting, mistrust and lack of engagement plague what might otherwise be an amazing group of people
- Your average employees never develop and possibly regress to low performers
- Your team's performance and expectations are not in line with your organizational goals and objectives
- Your team lacks the necessary expertise and skills to meet the ever-changing business needs
- Groupthink is the norm
- Your team hides mistakes and errors because of your prior negative reactions and responses
- Your career stagnates

There is no such thing as the perfect manager.

But this seminar will help you come close. Learn the skills you need to keep employees engaged at work. Gain perspective on how to develop your management style to harness the power of widespread employee engagement. Expand your knowledge, skills and abilities with insightful approaches and strategies that your employees will notice immediately.

Guaranteed Results!

All of our seminars are 100% SATISFACTION GUARANTEED! We're confident this seminar will provide you with the tips and techniques you need to be successful as a supervisor. If for any reason you are dissatisfied, send us a letter (Attn: Customer Relations) within 30 days of your seminar attendance stating the reason you were not satisfied, and we'll arrange for you to attend another one of our seminars or receive a full refund — hassle-free.



1

Assessing Where You Are

- Discover your leadership style
- Refresh your enthusiasm for leading people
- Determine if you have been sending mixed signals to your workers
- Understand the primary reasons employees leave an organization
- Find out the two words that matter most to effective managers

2

Assessing Your Organization

- Discover whether or not your organization has what it takes to execute a working employee retention plan
- Uncover what excellent corporations do to motivate employees to do more
- Exchange ideas that promote collaboration in your organization
- Not just buzz words – make an action plan
- Understand the difference between an organizational approach and a manager's solution to things gone wrong

3

Promoting Employee Productivity

- Find out what questions to ask before you develop a policy aimed at motivating your staff
- Learn to communicate performance standards that are attainable for your employees
- Find out how to reward employees for performance and which award programs really work
- Find out how you can use the power of purpose to raise the bar in your workplace
- Be aware of what you are saying – and say it well
- Know when you need a new plan

Check In: 8:30 a.m. - 9:00 a.m.

Program: 9:00 a.m. - 4:00 p.m.

4

Coaching and Developing Your Employees for Success

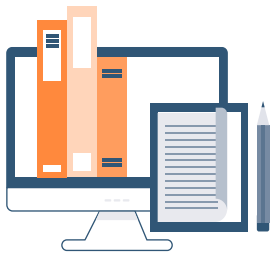
- Identify how “eligibility” and “suitability” work together to yield results
- Learn when an employee’s “ability” is getting in the way
- Determine what to do about those that can, but won’t
- Discover how to effectively coach for results: the four most challenging performer types
- Address issues and barriers to poor performance and attitudes

5

Focusing on Outcomes

- Discover which factors are the best indicators of success
- Accountability – learn to step in at the right time as a coach
- Be confident when you’ve done all can do and need to let someone go

Free Digital Resources for Every Participant



Your registration includes a variety of seminar resources that highlight pertinent information. These materials are offered digitally—making learning interactive and easily accessible. Reference these materials time and time again to recall key points and problem solve.

Ask yourself...

Are you losing your best talent?
Do you struggle to retain skilled employees?

You work hard to find the right people. It makes sense that you need to know the skills that will make dedicated employees stay to assist in accomplishing the company's goals. You already know you need good employees to make things happen. Understand what motivates them to stay and improve your organization.



Enroll today!
www.pryor.com

Curious but not convinced?

Consider this: in one fast-paced day, you'll gain an advantage that will continue to pay off for years to come, starting the very next day.

If that's not incentive enough, here are three more compelling reasons to sign up:

1. You'll be among peers, free to learn without feeling pressured or judged. Right from the start, you'll find your concerns are also the concerns of others in attendance. You'll be on common ground — free to voice concerns and share experiences without the fear of feeling clueless or posing “dumb” questions.

Together, you'll learn the strategies that can help you become a great manager, whether you're being groomed for a leadership position, have some experience but no formal training or fall somewhere in between

2. You'll get your money's worth — and then some.

We won't waste your time. You can count on learning the latest supervision strategies, designed for today's organizations and workforce. And you'll learn them all in one day. This course is designed to keep your attention every step of the way and make what you learn stick.

You'll probably be attending many more management seminars during the course of your career. We want you to remember ***Be the Manager Your Employees Want to Follow*** as the one that got you started off right.

3. Your satisfaction is completely guaranteed — and that's that.

Don't look for any fine print in our guarantee; there isn't any. We want to be up front with you, and urge you to be the same with us.

If this program does its job and you're happy with it — we've succeeded. If not, let us know and you'll get a certificate for a free seminar or your money back — hassle-free.

Registration Information

Enroll Today! Hurry, our seats fill *fast*. Guarantee your enrollment by paying your tuition today. You will receive a confirmation once your registration is complete. **Payment is due before the program.**

Quick Confirmation! To receive your confirmation within 48 hours, please complete the Quick Confirmation section of the registration form. Be sure to provide us with your email address and/or fax number.

Cancellations and Substitutions

You may cancel your registration up to 10 business days before the program and we will refund your tuition less a nominal cancellation fee. Substitutions and transfers may be made at any time to another program of your choice scheduled within 12 months of your original event. Please note that if you do not cancel and do not attend, you are still responsible for payment.

Please Note

- You will be notified by email, fax and/or mail if any changes are made to your scheduled program (i.e., date, venue, city or cancellation).
- Walk-in registrations will be accepted as space allows.
- For seminar age requirements, please visit <http://www.pryor.com/faq.asp#agerequirements>.
- Please, no audio or video recording.
- You will receive a Certificate of Attendance at the end of the program.

Tax-Exempt Organizations

If you are tax-exempt, enter your tax-exempt number in Section 4 on the Registration Form. Please mail or fax a copy of your Tax-Exempt Certificate with your registration for payment processing.

Tax Deduction

If the purpose of attending a Fred Pryor program is to help you maintain or improve skills related to employment or business, expenses related to the program may be tax-deductible according to I.R.C Reg. 1.162-5. Please consult your tax adviser.

Continuing Education Units (CEUs)

Fred Pryor Seminars offers CEU credits based on program length and completion. Credits are issued according to the National Task Force for Continuing Education guidelines and approval is at the discretion of your licensing board. **Questions or concerns should be directed to your professional licensing board or agency.**

Continuing Professional Education (CPE)

Fred Pryor Seminars and CareerTrack, divisions of Pryor Learning are registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have the final authority on the acceptance of individual course for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasbaregistry.org. Fred Pryor Seminars and CareerTrack's Sponsor ID number is 109474. This course qualifies for 6 CPE credits.

Professional Development Credits (PDCs)

Fred Pryor Seminars and CareerTrack, divisions of Pryor Learning are recognized by SHRM to offer SHRM-CP or SHRM-SCP professional development credits (PDCs). This program is valid for 6 PDCs. For more information about certification or recertification, please visit shrmcertification.org.

Completion & Continuing Education Certificates

To obtain a certificate documenting your completion and/or CEU, CPE and PDC credits, please visit www.pryor.com/certificate. Certificates will be available 10 days after your event has ended.

Onsite Training Solutions

Get the Results You're Looking For!

Bring our powerful, high-impact training programs to your organization and show your employees that you're serious about their professional growth and achieving critical organizational goals and objectives.

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From management development to customer service, our comprehensive library of courses provides a learning experience that is engaging, interesting and intriguing!

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Give your staff the skills, knowledge and confidence they need to meet tough workplace challenges head-on, realize their full potential and perform at their peak.

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1-800-944-8503

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- Fax to 913-967-8849
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YES! Please register me for the one-day, *Be the Manager Your Employees Want to Follow* seminar.

SEMINAR

Seminar City: _____

1

Seminar Date: _____ City Event #: 2 | 2 | 7 | | | |

YOUR ORGANIZATION

Organization: _____

Address: _____

2

City: _____ St: _____ ZIP: _____

Tele: _____ Fax: _____

Approving Mgr's Name: Mr. Ms. _____

Job Title: _____

Email Address: _____ Business Home

Quick Confirmation Please email or fax my confirmation to me within 48 hours.

WHO WILL BE ATTENDING

Mr. _____

Ms. _____

3

Job Title: _____ Business Home

Email (required): _____ Business Home

Mr. _____

Ms. _____

Job Title: _____

Email (required): _____ Business Home

Please list additional names on a separate sheet.

METHOD OF PAYMENT

4

Important: Send your payment now. Tuition is due before the seminar. Please make checks payable to Fred Pryor Seminars and return this form to: P.O. Box 738002, Dallas, TX 75373-8002. Our federal ID# is 492-2053228 (FEIN).

Please add applicable state and local tax to your payment for programs held in Hawaii (4.166%; plus applicable county surcharge), South Dakota (6.5%) and West Virginia (6%; plus applicable local tax).

Please check one of the following:

Registration fee enclosed. Check # _____ Amount \$ _____

Our Purchase Order is attached. P.O. # _____

Bill my organization. Attention: _____

Charge to: AMEX DISCOVER MC VISA Exp. Date: _____

Acct. # _____

Card Holder's Name: _____

Tax-Exempt #: _____

Please attach a copy of your Tax-Exempt Certificate for payment processing.

Note: If you've already registered by phone, by fax or online, please do not return this form.

REGISTRATION FORM — Be the Manager Your Employees Want to Follow