



S.E.T. Management™ for Maximum Results: Organization Techniques to Boost Your Productivity

Conducted by Cassandra “D.I.V.A. of Dialog™” Lee
Professional Speaker, Corporate Trainer and Author



Saturday, February 27, 2010

Willoughby Tower, 8 S. Michigan Ave., Chicago, IL

10 a.m. – 3 p.m.

Registration begins at 9:30 a.m.

Cost: \$195

Regular registration price effective until February 19

NOTE: Late registration is \$225 until February 27

Price includes registration materials, workbook, handouts, continental breakfast, and lunch snack.

Have you ever found yourself struggling to find the best way to manage your space, energy and/or time? Have you ever felt unproductive in your efforts to produce personal and professional results? Have you ever desired to have practical strategies to help you become more productive?

Well, this seminar is for you. Attend to learn:

- Techniques to effectively organize your space;
- Tips to maximize your energy;
- Tools to improve your time management skills; and
- Insight for improving your overall productivity

For more information, call 773-592-2930 or e-mail cassandralee@divaofdialog.com.

To register online using PayPal, visit <http://www.divaofdialog.com>. To register by mail, send a check or money order made payable to “SSANEE Training & Consulting Group” to
**P.O. Box 804546
Chicago, IL 60680**

CANCELLATION: Only written cancellation requests sent by mail or e-mail will be honored. Cancellation requests must be received by February 24, 2010. Allow 2-3 weeks for all cancellations to be processed and returned less a \$65 administrative fee.

*****REGISTRATION FORM*****

Name _____ Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Amount \$195 regular registration \$225 late registration

Payment Type check money order certified check cash