

Breakthrough Seminar

Unlike Anything You've Experienced

Switched-On Management™

Developed by Dr Jerry V. Teplitz

Personal "Re-Engineering" Makes What Was Once Difficult Easy To Do

The *Switched-On Management* Seminar is a management development program for individuals who are responsible for creating a more effective and dynamic organization. The seminar provides a method for personal re-engineering, which enables managers to adapt quickly and successfully to the changing environment.

The personal technology we use to accomplish this goal is called Educational Kinesiology, which is the process of using specific movement exercises to access untapped capabilities. This allows what was difficult to become easy to do.

The *Switched-On Management* Seminar will strengthen the management skills you already have and give you the mental agility to add to your skills with surprising ease and levels of confidence.

The Switched-On Management Seminar covers the following areas:

Managing Resources

In this mode, the manager defines, discovers, and establishes the boundaries that will best support the fulfillment of the corporate mission and objectives. This is primarily a reflective role. Having established a clear sense of purpose, the "switched-on" manager can then provide assurance, direction, and motivation to her staff and herself.

Planning & Decision-Making

This section deals with the classic managerial functions of planning, organizing, and decision-making.

To increase the reliability of the decision-making process, the manager must be capable of creating



strategies and road maps that assist in recognizing, organizing, and clarifying the alternative choices.

Directing & Problem Solving

Good managers have a highly trained team of networkers on whom they can rely for astute observations and problem-solving contributions. The "switched-on" manager is an excellent negotiator and facilitator. These functions are supported by his ability to relate with people authentically and naturally.

Communication & Team Building

As an effective team builder, the "switched-on" manager functions naturally in a cooperative environment and possesses the personal skills to be an objective participant in team sessions.

Being Productive & Supporting Company Goals

The manager's function here is to stabilize, support, and nurture the workforce so that workers feel centered and focused on generating the required throughput.

The "switched-on" manager in performance of this role is interested in ensuring that all of his subordinates and/or team members are all moving toward the goal.

Total Quality Management

In this mode, corporate ethics and values are upheld as the company moves through the life-sustaining process of transforming its goods and services into profits. The "switched-on" manager has an inner balance and strength that reflects outwardly, thus providing inspiration to others. The key to this ability is found in sustaining all relationships while in alignment with the manager's core values.

SEMINAR: 1 ½ DAYS

Dates and Location to be announced

Day 1: 9:00 a.m. - 5:00 p.m.
(Registration: 8:30 - 9:00 am)
Day 2: 9:00 a.m. - 12 noon

Dress: Casual (Women - Pants)
Location to be determined

Cost: See Registration Form prices
and for Early Registration Discount

Make a Life
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"The process is simple and amazingly effective with proven instant results!"

Patricia Scott, Management Consultant, Guelph, Ontario

"As a result of the 'Switched-On Management' Seminar, I am able to accomplish more in less time ... I've stopped feeling stressed-out by too much to do in too little time. Almost daily, I apply the quick stress management techniques I have learned. I've also gained insights into how I relate to those I manage ... and how the people I manage affect how I feel and behave."

Kay W. Hurley, Director of Membership Services, Tidewater Builders Association, Virginia

"This is an organized, user friendly system. It's excellent."

Katherine Marshall, Manager, Dallas, TX

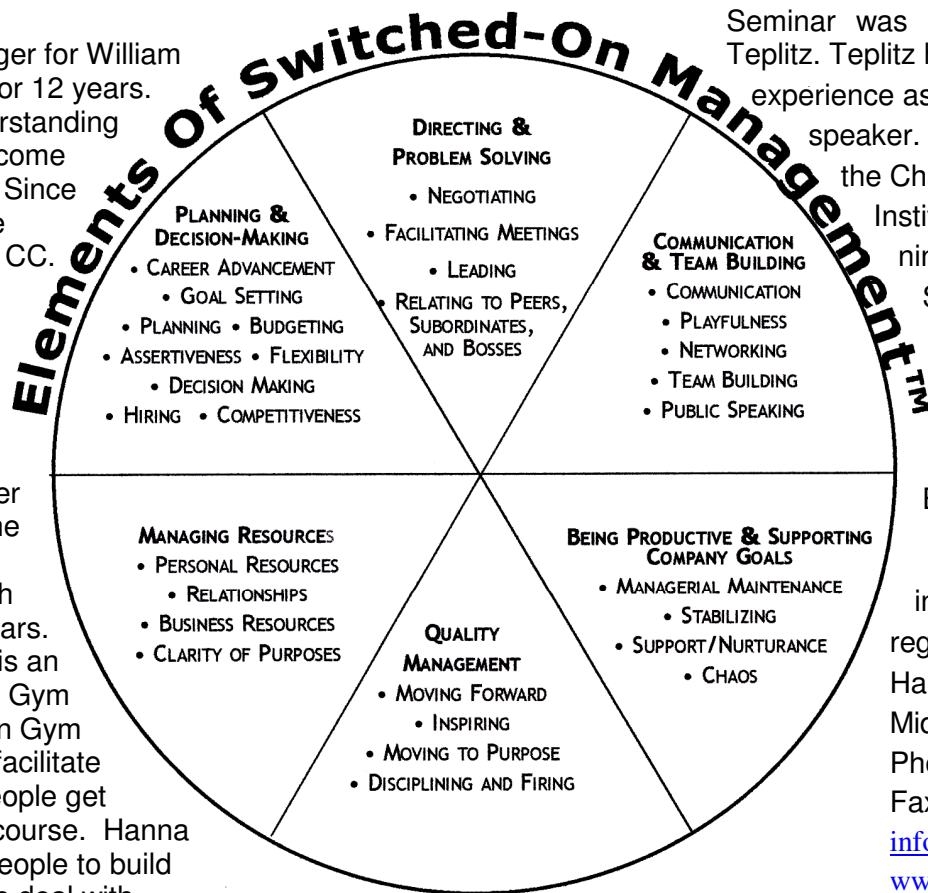


About your Instructor: Hanna Kok is professional life skills trainer. With over 20 years of experience

Hanna is passionate about assisting managers to become better managers, so that organisations and companies in South Africa can further improve their service delivery.

Hanna Kok has brought the "Switched on Management" and "Switched on Selling" courses to South Africa and is the first person to teach these courses in South Africa.

She has been a manager for William Scott General Dealer for 12 years. This gave her an understanding of the challenges that come with being a manager. Since 1998 she has been the director of Make a Life CC. Hanna is also a professional speaker and author. She has been interviewed on TV and radio. Hanna qualified as Brain Gym® practitioner and trainer in 1993. She has been the chair-person for Edu-K South Africa, for nearly 10 years. Edu-K of South Africa is an official partner of Brain Gym International. The Brain Gym exercises are used to facilitate the amazing results people get from coming onto the course. Hanna specialises assisting people to build self-esteem and how to deal with difficult people. She is passionate about assisting people to be the best they can be.



The SWITCHED-ON MANAGEMENT Seminar was created by Dr. Jerry V. Teplitz. Teplitz has over 30 years of experience as a trainer and public speaker. He was on the faculty of the Chamber of Commerce Institute for Management for nine years. He created the Switched on Management Course in conjunction with Edward Wondoloski, C.P.A. and a Professor of Management at Bentley College.

For more information or to register, contact:
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www.makealife.co.za

Yes! Register me for the 1 ½-day "Switched on Management Seminar By appointment for your company or:
When: TBA
Time: 9:00-16:30 on day 1
 9:00-12:00 on day 2
Where 14 Austin Road, Midrand
Early Bird Price: R1500.00
Normal Price: R1750.00
Late Registration R2000.00
 I've enclosed my check
 I'd Like to pay with EFT
 Into the account
 Standard Bank, Midrand, 001155
 Acc No: 202 471 292
 Acc Name: Make a Life

Registration Form

You will be notified of the location.

Print Name _____
 Company _____
 Address _____
 City _____ Province _____ Postal Code _____
 Day Phone# _____ Email _____
 Signature _____

Early Bird is paid in full, 2weeks before the seminar,
 Normal price is 7-2 days before and late registration is on the day.