

Are you one of the 70% of people that
receives too many e-mails?

Our
***Effective E-mail
Communication Workshop***

will help shed some light on the subject!

Professional Development Hours:

Total of three hours. One hour in ethics.

Dates:

Thursday, September 24, 2009

Time:

7:30am Registration (breakfast provided)

8:am –11am Workshop

Facilitated by Peggy Krohn

Location:

Pelazzio

12121 Westheimer Rd.

Houston, Texas 77077

Cost:

FREE to MTS members

\$75 for non-members which
includes FREE MTS membership

For more information:

Send us an email at info@sheaws.com

Or visit us at www.sheaws.com.

Shea

Writing & Training Solutions

Technology Into Words!