



DALE CARNEGIE®
TRAINING

Don't
supervise . . .

Superlead

your team to breakthrough
performance.



Attend

Step Up To Leadership

A new one-day seminar and learn how to stop pushing employees to get the job done and start pulling them to peak performance.

To register, please visit dalecarnegie.com

Tell me what to do and
I'll do it to protect my job.

Motivate me to want to do it
and I will do it to the best of
my ability.

Supervisors and managers who understand this simple truth and know how to implement it are the ones who create impact in today's organizations. They develop high performance teams that get results because they know how to lead a team — not just manage it.

Now you can learn the tools and techniques of successful supervisory leadership at Dale Carnegie® Training's new

Step Up To Leadership

This information-packed one-day program will smooth your transition from worker to supervisor to leader. Of course, you'll get the basics like time management, delegation, and performance appraisal techniques, but *Step Up To Leadership* will show you so much more.

As a very wise man
once said:

"It is easier to pull a rope
than it is to push it."

Stop pushing work and start pulling performance. Spend a day at *Step Up To Leadership* and make your next day on the job more successful than you ever thought possible. Register today.



You'll learn to . . .

- Use the Dale Carnegie 5 drivers of success
- Identify your own leadership style
- Incorporate the 12 qualities of outstanding leaders into your style
- Communicate clearly and powerfully
- Earn the trust of your group
- Get organized and stay that way
- Empower and motivate your team
- Coach others to reach their potential
- Create power from diversity
- Use RAVE as a performance improvement tool



Spend just one day at Step Up To Leadership and learn to:

- Create a sense of direction for your team
- Lead by example
- Communicate with precision
- Be cool under pressure
- Resolve conflicts quickly before they affect the whole group
- Convert negativity into positive production
- Listen effectively
- Work smarter, not harder
- Delegate responsibility, authority and accountability
- Give difficult feedback without creating resentment
- Win people to your way of thinking
- Increase your influence
- Arouse enthusiasm in your associates and peers
- Unleash the power of diversity
- Speak with professional poise
- Use Dale Carnegie's 5 drivers to insure your success
- Incorporate the 12 qualities of outstanding leadership
- Bring out the leadership potential in others
- Create stretch goals for yourself and your team members
- Use your own confidence to motivate others
- Gain cooperation at every level
- Manage change proactively
- Tap into your innate potential
- Use empowerment to foster creativity
- Avoid emotional upsets
- Work without fatigue
- Coach for peak performance
- Use the performance review as a tool for positive change

Options for Enrolling

You can register in one of four convenient ways.

Locations and Dates

Who Should Attend

Any supervisor or manager who wants to increase productivity, lift morale, and improve quality. This program helps new supervisors and managers get off on the right foot. It also helps veterans make the difficult but necessary transition from managing to leading.

Your registration fee may be paid by check or credit card. You'll find details on the registration form.

To register, please visit dalecarnegie.com

Seminar Registration Form

Name

Position

Company

Address

City State Zip

Phone Fax

E-mail

Please select a location and date

- | | |
|---|---|
| <input type="checkbox"/> Santa Ana, CA – June 21 | <input type="checkbox"/> Indianapolis, IN – June 21 |
| <input type="checkbox"/> San Diego, CA – June 19 | <input type="checkbox"/> Wichita, KS – June 14 |
| <input type="checkbox"/> Denver, CO – June 21 | <input type="checkbox"/> Boston, MA – June 6 |
| <input type="checkbox"/> Washington, DC – June 14 | <input type="checkbox"/> Charlotte, NC – June 28 |
| <input type="checkbox"/> Tampa, FL – June 12 | <input type="checkbox"/> New York, NY – June 27 |
| <input type="checkbox"/> Atlanta, GA – June 26 | <input type="checkbox"/> Rye, NY – June 5 |

Bill my company Bill me

Payment enclosed

Charge my Visa MasterCard American Express

Account Number

Name on Card Exp. Date

Amount Signature

Please send me a complete course catalog

When it comes to influencing people, **we wrote the book**

Dale Carnegie Training®

introduces a new one-day seminar

Step Up To Leadership

Winning people to your point of view is an essential skill of business leadership. Now you can learn to master this critical skill.