

# KNOWLEDGE TRANSFER WORKSHOP



WEDNESDAY, SEPTEMBER 26, 2018 8AM TO NOON

LOCATION: RHODES STATE COLLEGE

Organizations have long recognized that the knowledge and experience of employees constitutes a valuable, intangible asset. Learn how to implement formal and informal knowledge sharing activities that help your company identify critical at-risk knowledge and expertise.

**In this interactive workshop, participants will use activities and how-to exercises while learning:**

- The six-step knowledge transfer process
- How to foster a learning climate in their organizations where everyone feels welcome to share their expertise and their knowledge

**This workshop will be of special interest to:**

- Upper-Level Managers
- Supervisors
- Human Resources Professionals

*We recommend at least two participants from each organization attend to gain the most benefit and successful launch of the Knowledge Transfer Took Kit used in this training.*

Please use the registration form on the next page to enroll today. **Registration deadline is August 26, 2018.**

#### **The Presenter:**

**Diane Thielfoldt**

Learning Strategist and Co-Founder,  
The Learning Café

Diane partners with clients to create custom learning solutions that produce business results and support personal growth. She specializes in designing, developing and facilitating training on the changing workforce, knowledge transfer, leadership and mentoring.

Prior to launching The Learning Café, her career encompassed leadership roles with McGraw-Hill, TRW, Bausch & Lomb and Xerox in sales, marketing, communications and the design, development and delivery of learning programs.

Sponsored by:

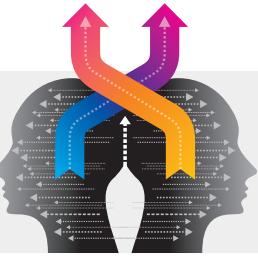
Northwest  
Ohio

Manufacturing  
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With Support from:

**RHODES**  
STATE COLLEGE

West Central Ohio  
**WCOMC**  
Manufacturing Consortium



Name: \_\_\_\_\_

Company: \_\_\_\_\_

Home  Company Address or Box #: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

County of Residence: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Home or Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Recommended at least 2 people attend from each participating company.

**#L2148A - Knowledge Transfer Workshop**  
September 26, 2018 from 8AM-12PM

\$400 per company.

\$360 WCOMC Member Company

## PAYMENT

Check Enclosed (payable to Rhodes State College)

Purchase Order #: \_\_\_\_\_

(Or attach PO registration form.)

Credit Card: We accept



Name on Card: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

3 Digit Security Code: \_\_\_\_\_

Card Holder Zip Code: \_\_\_\_\_

## REGISTRATION FEE

All prices listed are per person, per workshop and include training materials and light refreshments.

All workshops are subject to cancellation if minimum enrollment is not met.

Registration confirmations, including class location, maps and directions, will be sent at least one week prior to each listed start date.

**IMPORTANT:** Please register before August 26, 2018.

## REGISTRATION FORM

Make checks payable to Rhodes State College

Mail - Rhodes State College, c/o WEDCE,

4240 Campus Drive, Lima, OH 45804

Fax - (419) 995-8096

Phone - (419) 995-8351 (8:30am to 4:30pm, weekdays)

Email - Eilerman.T@RhodesState.edu

## REFUNDS & CANCELLATIONS

- You can withdraw from a workshop up to 5 days before its start date and receive a full refund, less any cost of materials purchased for the course.
- You will be charged 50% of the fee paid for cancellation within 4 days of the respective start date.
- No refunds are issued for no-shows. Substitutions are welcome.
- A full refund will be issued if a course cancels.
- WEDCE reserves the right to change any of the above.