

Running Effective Huddles - Online Webinar

Tuesday, August 4
9:00 a.m.
\$25



Learn how to run more effective huddles in this one-hour session. Walk away with tips and tricks that you can apply immediately to all of your meetings.

Learning Outcomes:

- ◆ Prepare for an effective and professional meeting
- ◆ Build an agenda to engage staff and accomplish the meeting goal
- ◆ Use tools to improve engagement and communication

Register by August 3 to save your virtual seat for \$25 and receive a \$25 credit toward a Michigan Manufacturing Technology Center course.

Presented by Senior Business Advisor Karen Goike, PMP.

To register, contact Lisa Blumenthal at blumentl@alpenacc.edu or 989.358.7296

METHOD OF PAYMENT

CARD NUMBER

EXPIRATION DATE

CVV CODE

CHECK -- MAKE PAYABLE TO
Alpena Community College

MICHIGAN
MANUFACTURING
TECHNOLOGY
CENTER

REGISTRATION & BILLING INFORMATION

NAME:

NAME OF ATTENDEE IF DIFFERENT THAN BILLING:

ADDRESS:

CITY: STATE: ZIP:

EMAIL:

PHONE:

LAST 4 DIGITS OF SSN:

XXX - XX -

DATE OF BIRTH:

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