

ADVENTURES IN MANAGEMENT

Tuesday, May 19, 2009,
9 a.m.-4:45 p.m.

Temple College – Business Training Center in
Downtown Temple

featuring
**Judy Osborn,
Attorney at Law**



This one day, practical workshop designed for business owners, managers, supervisors and human resource professionals will cover the following three topics:

Performance Management

Performance management and termination decisions are the most challenging tasks you can face. This session focuses on appropriate employer responses to difficult employees, emphasizing consistency and documentation. Learn how juries view lack of documentation, how to handle attitude problems, and how to avoid increases in unemployment premiums. This workshop is full of tips, tools, forms, stories and activities—all designed to help you be more at ease and more effective in making and implementing difficult decisions.

FMLA: “Find Me a Lawyer ASAP”

Few issues are as challenging for employers as dealing with sick, injured or disabled employees. When is leave an employee's right and when is it an abuse of the Family and Medical Leave Act? In this presentation you'll learn to:

- Identify when leave must be granted under the FMLA,
- Understand the intricacies of intermittent leave, and
- Recognize the rights, responsibilities and options of both employers and employees.

We'll also discuss the proposed revisions to the FMLA regulations—or the final ones, if they're approved in time.

Respect in the Workplace

The rules for workplace behavior keep changing. This training focuses on how to recognize unlawful discrimination, harassment and retaliation, and how to respond to and remedy offensive conduct that is “merely” inappropriate but not unlawful. We'll also examine the impact on the workplace of stereotyping and bullying, and what you can do about it.

Fee: \$195
includes all materials and lunch

**Advanced Registration Required
by May 12**

Call 254.298.8616 or 8625
for additional info or to register



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