

# May 2011



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>Skill Building Series</b> <b>Toastmasters</b> 12:00 - 1:30 9279 Training Room	3	4 <b>Get the Listing!</b> 9:00-3:30 9279 Training Room	5	6	7
8	9 <b>Skill Building Series</b> <b>Toastmasters</b> 12:00 - 1:30 9279 Training Room	10 <b>Online Computer Class</b> iTunes & Apps 2-3 p.m.	11	12 <b>Computer Class in Lab</b> Blogging Made Easy 1:30-3:30 9279 Computer Lab	13 <b>Computer Class in Lab</b> Photo Editing Made Easy 9:00-11:00 9279 Computer Lab	14
15	16 <b>Skill Building Series</b> <b>Toastmasters</b> 12:00 - 1:30 9279 Training Room	17	18 <b>Computer Class in Lab</b> WOW of PowerPoint 10:00-12:00 Advanced Excel 1:00-3:30 9279 Computer Lab	19	20	21
<b>Professional Sales Academy</b>						
22	23 <b>Skill Building Series</b> <b>Toastmasters</b> 12:00 - 1:30 9279 Training Room	24 <b>Professional Growth Series</b> Risk Management Case Study 2:00-4:00 9279 Training Room	25	26	27	28
29	30 Memorial Day Corporate Office Closed	31				

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## May 2011 Class Registration

- May 2     **Toastmasters**— Did you know filler words like, “um, ah, so, and” can be deadly when talking with a client? Filler words are distracting and could make your client feel as if you don’t know your subject.  
12:00-1:30 at 9279 Training Room
  
- May 9     **Toastmasters**— Filler words are invisible to you, not to your client. Learn how to eliminate them.  
12:00-1:30 at 9279 Training Room
  
- May 12    **Technology Development** “Blogging Made Easy-Create Your Free Blog Site”  
1:30-3:30 at 9279 Computer Lab; Cost: \$29.00 or \$39.00 w/CE
  
- May 13    **Technology Development** “Photo Editing Made Easy”  
1:30-3:30 at 9279 Computer Lab; Cost: \$29.00 or \$39.00 w/CE
  
- May 16    **Toastmasters**— Learn how to eliminate distracting “filler words” from your conversation.  
12:00-1:30 at 9279 Training Room
  
- May 18    **Technology Development** “WOW of PowerPoint-Add Virtual Tour to PowerPoint”  
10:00-12:00 at 9279 Computer Lab; Cost: \$29.00
  
- May 18    **Technology Development** “Advanced Excel”  
1:00-3:00 at 9279 Computer Lab; Cost: \$29.00 or \$39.00 w/CE
  
- May 23    **Toastmasters**— Master the art of communication.  
Become more aware of what you are saying-Grow more confident.  
12:00-1:30 at 9279 Training Room

See the following pages for our Online Computer Classes!



You must register for the classes above as seating is limited!

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

Email: \_\_\_\_\_ Voice Mail: \_\_\_\_\_

To register send your registration to Michele Cardwell in the Tucker University Department

[TuckerUniversity@TalkToTucker.com](mailto:TuckerUniversity@TalkToTucker.com)

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