About the Facilitator:
Lee Ann Piano is the owner of Fine Tuning for Success. She is a John Maxwell certified speaker, trainer, and coach.

Register Today!
Register for an individual key topic for $299 each.
SAVE! Register for the entire series for $849.

To Register:
1. Visit prairiestate.edu/webadvisor
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For more information, please contact Michelle Guillani at mguiliani@prairiestate.edu or (708)709-7957.

Optimize your company’s performance, as well as your own career, by attending this three-part leadership series facilitated by Lee Ann Piano, a leading expert who has helped thousands rise higher and achieve more personally and professionally.
Key Topic 1
Making Managers Stronger Leaders
Course Code PISOC 030 - C1
(Key Topic 1 includes September 15 and 29)
Or Course Code PISOC 035 – C1 (Includes entire series)

September 15  8 a.m. – 12:30 p.m.

Character, Credibility, & Integrity
Learn how to create leadership values and live by them, establish credibility as a leader, and communicate with language that increases trust and mutual respect.

Coaching & Delegating
Learn how to develop successful coaching characteristics and to work smarter, not harder, through delegating.

September 29  8 a.m. – 12:30 p.m.

Assertiveness
Learn how to understand and master assertive techniques; deal positively with the complainers, blamers, and excuse makers; and identify your own “hot buttons” that cause you to react vs. respond.

Motivating Teams
Learn the five key leadership skills necessary to motivate teams, establish greater team cooperation to alignment of company vision, and create a no-blame culture to empower staff to take full responsibility and ownership.

Key Topic 2
Handling Hard To Handle People
Course Code PISOC 032 - C1
(Key Topic 2 includes October 13 and 27)
Or Course Code PISOC 035 – C1 (Includes entire series)

October 13  8 a.m. – 12:30 p.m.

Managing Emotions
Learn how to stick with tough situations when solutions don’t come easily, develop the self-control it takes to deal with conflict, and bring more self-discipline developing healthier habits for better outcomes.

Neutralizing Negativity
Gain insight into what makes negativity contagious, look at situations with a new solution focused perspective, and reinforce positivity by leading with a new level of confidence.

October 27  8 a.m. – 12:30 p.m.

Responding to Conflict
Learn how to identify the dynamics of difficult situations, to respond effectively to defuse emotionally charged situations, and apply models to manage conflict in a fresh new way.

Stop Stressing!
This session examines the way leaders might experience stress and identify the symptoms that it causes. Learn what stress really is and how it affects the body, how to develop a mind-set of wellness, and how to overcome it.

Key Topic 3
Becoming Great In The Workplace
Course Code PISOC 034 - C1
(Key Topic 3 includes November 10 and 24)
Or Course Code PISOC 035 – C1 (Includes entire series)

November 10  8 a.m. – 12:30 p.m.

GREAT Principles for Workplace Success
Discover techniques to create better rapport, increase synergy, and establish team trust. Practice the GREAT principles to be stronger, more effective, and efficient.

Pin Pointing Personality Styles
Learn the four distinct personality styles and the connection, communication, and collaboration strategies that work with each one.

November 24  8 a.m. – 12:30 p.m.

Breaking Bad Communication Habits
Ineffective communication leads to misunderstandings, a lack of clarity, wasted time and money, and can hurt working relationships. Learn to identify and prevent communication problems, leading to effective communication.

Getting It All Done
Learn to schedule your time effectively, making important goals priority, so you can stay in balance and be more productive.