**Keynotes, Training and Seminars**

**Arlene Vernon**

The following is a consolidated list of sample programs that can be conducted as Keynotes, Training or Breakout Sessions or Seminars.

Each can be conducted individually, merged into an integrated session or presented as a series of on-going training for your leaders. We are pleased to customize these and other programs for your organization.

**Control-Click** on any of the programs to link to a program description.

**SAMPLE PROGRAMS**

* [Ask the HRxpert](http://w.mawebcenters.com/HRx/ask-the-hrxpert.html)
* [Attracting and Retaining the Best](http://w.mawebcenters.com/HRx/keys-to-attract-and-retain-the-best.html)
* [Bullying in the Workplace](http://w.mawebcenters.com/HRx/bullying-in-the-workplace.html)
* [Communication Skills](http://w.mawebcenters.com/HRx/communication-skills.html)
* [Conducting Performance Appraisals](http://w.mawebcenters.com/HRx/performance-appraisals.html)
* [Conflict Management](http://w.mawebcenters.com/HRx/conflict-management.html)
* [Creating Corporate Culture](http://w.mawebcenters.com/HRx/leadership-keynotes.html)
* [Dealing with Difficult Employees](http://w.mawebcenters.com/HRx/dealing-with-difficult-employees.html)
* [Developing Employee Handbooks](http://w.mawebcenters.com/HRx/creating-employee-handbooks.html)
* [Discipline, Documentation and Dismissal](http://w.mawebcenters.com/HRx/discipline-documentation-dismissal.html)
* [Employee Engagement](http://w.mawebcenters.com/HRx/leadership-keynotes.html)
* [From Buddy to Boss](http://w.mawebcenters.com/HRx/from-buddy-to-boss.html)
* [General Supervisory Skills](http://w.mawebcenters.com/HRx/general-supervisory-skills.html)
* [Giving Performance Feedback](http://w.mawebcenters.com/HRx/performance-feedback.html)
* [Harassment Training](http://w.mawebcenters.com/HRx/harassment-training.html)
* [Hiring the Best Without A Crystal Ball](http://w.mawebcenters.com/HRx/hiring-the-best.html)
* [Intuition and Decision Making](http://w.mawebcenters.com/HRx/leadership-keynotes.html)
* [Leading Like a Star](http://w.mawebcenters.com/HRx/leading-like-a-star.html)
* [Leadership: An Inside-Out Approach](http://w.mawebcenters.com/HRx/leadership-keynotes.html)
* [Managing Change](http://w.mawebcenters.com/HRx/managing-change.html)
* [Managing from the Middle](http://w.mawebcenters.com/HRx/managing-from-the-middle.html)
* [Managing the Employee Life Cycle](http://w.mawebcenters.com/HRx/managing-employee-life-cycle.html)
* [Onboarding: Orientation and Training](http://w.mawebcenters.com/HRx/on-boarding-orienting-and-training.html)
* [Presentation Skills](http://w.mawebcenters.com/HRx/presentation-skills.html)
* [Recognition, Reward and Retention](http://w.mawebcenters.com/HRx/recognition-reward-retention.html)
* [Respect in the Workplace](http://w.mawebcenters.com/HRx/creating-a-culture-of-respect.html)
* [Team Building](http://w.mawebcenters.com/HRx/team-building.html)
* [The A to Z of HR for Smaller Organizations](http://w.mawebcenters.com/HRx/hr-for-smaller-organizations.html)
* [Time Management](http://w.mawebcenters.com/HRx/time-management.html)
* [Writing Job Descriptions](http://w.mawebcenters.com/HRx/developing-dynamic-job-descriptions.html)

**MUSICAL KEYNOTES**

* [Find Your Voice – Sing Out Loud](http://w.mawebcenters.com/HRx/inspirational-and-musical-keynotes.html)
* [Personnel Parodies: A Day in the Life of an HR Pro](http://w.mawebcenters.com/HRx/inspirational-and-musical-keynotes.html)
* [Melodies to Motivate Managers](http://w.mawebcenters.com/HRx/inspirational-and-musical-keynotes.html)