

Corporate & Community Training

The Conduit



May 2006

Volume 3 Issue 9
 June Perkins
 Newsletter Coordinator
 Corporate & Community Training
 262.695.7828

Upcoming workshops

- 5/18/2006
Cell/Flow
- 5/26/2006
Quick Changeover
- 6/5/2006
Crucial Conversations
- 6/6/2006
Lean Enterprise Overview
Breakfast
- 6/7/2006
Grant Writing
- 6/8/2006
Lean Office
- 6/8/2006
Computerized Grant Writing

For more information on the workshops, full descriptions, dates, cost and location, visit www.wctc.edu/cct

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Grant Writing Workshops

150 billion dollars of grants are awarded annually. Learn about grant writing from the experts from Miner and Associates, Inc.

Grant Writing Workshop - June 7, 2006

Designed for those seeking the basics of successful grant seeking.

This workshop concentrates on the practical elements of planning and writing proposals. It is a full-day, "Grants 101" interactive experience. Equally important, it directly addresses some of the major barriers to getting grants – overcoming inexperience, insufficient time and conflicting priorities. -The presenters' textbook, Proposal Planning and Writing, is used to help you successfully transfer the workshop strategies into your regular office routine.

Who should attend

Appropriate for those seeking grants in nonprofit organizations, educational and health care institutions and public services.

Workshop Schedule

June 7, 2006
 9:00 a.m. – 4:00 p.m. (8:30 a.m. registration)
 \$269 per person, includes lunch and materials
 Seating in limited;
 please register by May 26, 2006.



Location

Waukesha County Technical College
 Richard T. Anderson Education Center
 800 Main Street
 Pewaukee, WI 53072

For more information or to register

Call 262.695.6576 or email cctmatrix@wctc.edu.

These workshops are presented in partnership with Waukesha County Technical College and Miner and Associates, Inc.

Computerized Grant Seeking Workshop - June 8, 2006

Designed for those wishing to save time and work more efficiently to become successful grant seekers.

This unique all-day laboratory experience blends advanced-level grant development strategies with the latest in computerized information management. It is designed for people who have taken Proposal Planning and Writing or a similar course. You should have a basic knowledge of both grants and computers. You will start a proposal draft in class, and you will receive a free three-year subscription to a bi-weekly electronic grants newsletter, a \$400 value.

Who should attend

Appropriate for those seeking grants in nonprofit organizations, educational and health care institutions and public services.

Workshop Schedule

June 8, 2006
 8:30 a.m. – 3:00 p.m. (8:00 a.m. registration)
 \$269 per person, includes lunch and materials
 Seating in limited;
 please register by May 26, 2006.

Six Sigma Green Belt Graduates

Congratulations to the group of individuals who completed the Six Sigma Green Belt Certification Training at WCTC on April 12, 2006. The group completed the 11-day training session and on the last day presented their projects to the group of champions and other team members. The presentations were outstanding with projects focused on improving business processes. The candidates will continue over the next few months to gather data and validate their company-supported projects. Upon project validation, the participants will receive their Six Sigma Green Belt Certification through the Wisconsin Technical College System.

If you are interested in obtaining more information about the WCTC Six Sigma Green Belt certification program, please call 262.695.7828 or email cctmatrix@wctc.edu.



Names from L to R: Don Driscoll (JXE), Jerry McGlenn (Bruno), Greg Torosian (JXE), Rich Schroeder (Bruno), Brad Adams (JXE), Mike Sekula (InPro Corp), Ed Ghaly (Bruno), John Montague (Rexnord Intern), Tom Olson (Helwig Carbon), Brenda Wolfe (WCTC Instructor/Six Sigma Black Belt), Joe Miller (Helwig Carbon); not pictured, Mike Allen (Wiza).

New Workshop at WCTC Principles of Lean for Office

Order entry, quoting, scheduling, design and engineering, purchasing, accounting – these and other front office functions can realize an eye-opening opportunity to create improvements and increase your profits!

This full-day workshop involves a mix of classroom-style instruction with an interactive, live simulation whereby class participants take on the roles of managers and workers within a company performing administrative tasks. Participants begin in a traditional office environment and then learn about and apply Lean improvements over the course of the day. Through the implementation of the Lean techniques, the office is transformed. By the final round, the team will have designed a Lean Office environment that is both effective and efficient and requires less effort.

Date June 8, 2006 Cost \$300 includes text book,
Time 8:00 a.m. – 4:30 p.m. materials, continental
 breakfast and lunch.

To register

Call 262.695.6576 or email: cctmatrix@wctc.edu.

New Introduction to Nanotechnology Class Offered June 1

Enroll now for a new **Introduction to Nanotechnology I** course, starting June 1. Learn from nationally-renown nanotechnology physicist Deb Newberry, author of the “The Next Big Thing is Small: How Nanotechnology Will Change Your Business.”



“Introduction to Nanotechnology I” is the first course offered in a new Nanotechnology Advanced Technical Certificate. Cost for course number 635-121 is \$295. To register, call Ray Walter, 262.691.5356.

Go to www.wctc.edu/nano for more information about this exciting new course!

Exciting! NEW! Professional Development offerings!

Corporate & Community Training at Waukesha County Technical College is proud to announce its collaborative partnership with the Waukesha County Chamber of Commerce and Executive Power in bringing two outstanding programs to you.

Turning Potential into Performance is a unique coaching experience where other like-minded professionals get together to learn the keys to making sound decisions, gain insight into tackling business challenges, and leverage knowledge and skills in your position. This 10-week (once a week) process provides a structured, open and practical atmosphere to encourage candid discussions and interactive problem-solving. By combining personal assessments with proven planning tools, you will grow as a leader and identify the critical elements to help you sustain long-term success. You will have a chance to share your experiences as well as hear ideas from others in the group.

Leading a Balanced Life addresses better time management to balance work, family, community and personal time. A successful life doesn't just happen...it happens when we plan and take steps to “make it happen! Start by becoming a part of this dynamic group for 5-weeks (once a week) where coaching, personal assessments and use of proven planning tools will leave you ready to identify the critical elements to help you invest your time wisely, gain insight into why “busy” does not equal “productive,” and leverage your resources and talents to more efficiently accomplish goals.

Both offerings incorporate a vibrant blend of group discussion, facilitation and independent study to encourage learning on many levels. Group size is small to ensure confidentiality, cohesiveness and commitment. Learn more about our facilitator, dates, times and places in our flyer at: www.wctc.edu/cct or call 262.695.6576 for more detail.