



Corporate & Community Training

The Conduit

What's New for Manufacturers!

- We know it has been increasingly difficult for you to attract and retain workers who have the skills to help your company.
- We also know that today's manufacturing workplace requires employees at all levels to take initiative to solve problems, work cooperatively in teams and adapt to an ever-changing environment.

That is why the Wisconsin Technical College System is moving forward with a new program called Critical Core Manufacturing Skills. This training program provides the tools you need to meet the changing demands of the modern manufacturing environment and build a culture of high performance. Below is a list of the program modules - each module can be offered as a single, four-hour session or grouped into a customized training package designed to meet your unique business needs. Watch for more details in the next issue of The Conduit on how you can access this training and make a real difference in your company.

High Performance Manufacturing

Overview

Core Productivity Skills

- Module 1: Work productivity
- Module 2: Follow directions
- Module 3: Maintain a safe work environment

Core Problem Solving Skills

- Module 4: Think critically
- Module 5: Apply problem solving strategies
- Module 6: Apply mathematical reasoning

Core Team Skills

- Module 7: Work cooperatively in teams
- Module 8: Communicate clearly
- Module 9: Listen effectively

Core Adaptability Skills

- Module 10: Demonstrate Integrity
- Module 11: Demonstrate a positive attitude
- Module 12: Adapt to change

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Newsletter Coordinator

Corporate & Community Training

262.695.7828

September workshops

9/21/2006

Value Stream Mapping

9/21/2006

Home Inspection

9/22/2006

University of Sales -
Advanced Selling Skills

9/27/2006

Problem Solving and Decision
Making - Kepner-Tregoe

9/28/2006

Office Lean

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

Questions? Need to contact us?

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Six Sigma Green Belt Graduates



Front row from l to r: Rich Childers, Neil Sheehan, Britt Hall (instructor), Tom Pisca, Barry Tibbits.
Back row from l to r: Al Hickok, Ken Meyers, Carrie Fohr, Jay Neidhold, Wilbur Healey, Dave Moyer.

"Green Belt training gave us the structure and plan to make our continuous improvement process even more effective and ensure we see long-term savings. It also helped us build a solid team of problem solvers who can lead the rest of our organization to new levels."

Mary Krager, Director of Human Resources
Seaquist Closures LLC



892 Main Street
Pewaukee, WI 53072



Are you ready for the World Market?

Is your business striving to increase sales and boost productivity, looking to enhance profit margins and reaching out to maximize your return on investment? If you answered “yes” to these questions, are you ready to export? We’re here to help you:

- Eliminate the fear of being too small a company to handle exporting.
- Improve your skills in market entry research.
- Establish an infrastructure for handling international inquiries, orders, collections and transportation.
- Gain access to legal and financial counseling, freight forwarding and international market development consulting.
- Develop an export marketing plan.
- Develop trade leads and access market information from the National Trade Data Bank.

Check out:

<http://www.wctc.edu/web/busres/global/global.php>.

The Global Education & Trade Center at Waukesha County Technical College offers an array of classes that can be taken individually to start you on your journey to market your product internationally. Call 262.691.7828 to learn about customized, on-site training.

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

Just Released Professional Development Opportunities!

Whale Done! The Power of Positive Relationships

Date/Time November 9, 2006, 8 a.m. – Noon

Help managers and coworkers build positive relationships and be more productive, achieve greater results and create a place where everyone is genuinely excited to be!

Rocking Your Comfort Zone - Generations in the Workplace

Date/Time November 29, 2006, 8:00 a.m. – Noon

Develop awareness generational issues you personally face in today’s workplace and the consequences of actions when working with the wrong generational assumptions.

Basic Business Grammar and Writing Skills - The Art of Dynamic Business Correspondence

Date/Time November 30, 2006, 12:30 – 4:30 p.m.

This workshop will teach you how to write what you mean and mean what you write in clear, concise and understandable language.

Presentation Skills for Scaredy-cats

Date/Time December 7, 2006, 12:30 – 4:30 p.m.

Learn the essential skills, strategies and techniques that will dramatically increase your professional effectiveness as a communicator and presenter.

Workshops will be held at the WCTC Richard T. Anderson Education Center, 800 Main Street, Pewaukee, WI

Upcoming workshops

October

10/4/2006	Turning Potential into Performance	8:30 a.m.– 11:00 a.m.
10/4/2006	Winning at Sales	3:30 p.m. –6:00 p.m.
10/4/2006	Leading a Balanced Life	12:30 p.m. – 2:30 p.m.
10/6/2006	Looking Ahead: USPAP and State Rules	8:30 a.m. – 4:30 p.m.
10/6/2006	University of Sales - Essential Selling Skills	8:00 a.m. – 12:00 p.m.
10/7/2006	APICS-Master Planning of Resources	8:00 a.m. – 4:30 p.m.
10/12/2006	Kaizen	8:00 a.m. – 4:30 p.m.
10/13/2006	University of Sales - Advanced Selling Skills	8:00 a.m. – 12:00 p.m.
10/19/2006	Home Inspection	5:00 p.m. – 9:00 p.m.
10/20/2006	University of Sales - Presentation & Closing Skills	8:00 a.m. – 12:00 p.m.

November

11/1/2006	APICS - Fundamentals of Production & Inventory Control	8:00 a.m. – 4:30 p.m.
11/2/2006	APICS - International Outsourcing	7:30 a.m. – 5:00 p.m.
11/2/2006	Lean Culture	8:00 a.m. – 4:30 p.m.
11/3/2006	University of Sales-Customer Service 1	8:00 a.m. – 4:30 p.m.
11/4/2006	APICS - Detailed Scheduling and Planning	8:00 a.m. – 4:30 p.m.
11/6/2006	Crucial Conversations Workshop	12:30 p.m. – 4:30 p.m.
11/9/2006	Whale Done!	8:00 a.m. – 12:00 p.m.
11/15/2006	Green Belt Refresher-Six Sigma	8:00 a.m.– 5:00 p.m.
11/16/2006	Home Inspection	5:00 p.m. – 9:00 p.m.
11/17/2006	University of Sales - Essential Selling Skills	8:00 a.m. – 12:00 p.m.
11/29/2006	Rocking Your Comfort Zone	8:00 a.m. – 12:00 p.m.
11/30/2006	5S Visual	8:00 a.m. – 4:30 p.m.
11/30/2006	Grant Writing	9:00 a.m. – 4:00 p.m.
11/30/2006	Basic Business Grammar and Writing	12:30 p.m. – 4:30 p.m.