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### 09/17/1991 - Business Workshops

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# NEWS

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91-321

September 17, 1991

FILE COPY

FOR IMMEDIATE RELEASE:

BUSINESS WORKSHOPS

CHARLESTON, IL--Individuals interested in pursuing an advanced business degree, learning the secrets of team building or increasing their personal effectiveness are encouraged to enroll in on-campus workshops offered this month through Eastern Illinois University's Business Development Center.

A preparation course for individuals wanting to prepare for the Graduate Management Admission Test is being offered in four sessions on consecutive Saturdays beginning Sept. 21 from 8 a.m. to 4:30 p.m. and ending Oct.12 with an 8 a.m. to noon session.

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Those interested in pursuing a Master in Business Administration degree or increasing their scores for doctoral admission should consider enrolling in this preparation course taught by EIU business instructors Mike and Nancy Wilson.

The \$95 registration fee covers all course materials. The official GMAT test will be conducted at Eastern Oct. 19.

"Employee Involvement: The Real Secret of Team Building" will be offered from 6:30 to 9:30 p.m., Sept. 24.

Instructor Alan Siepker, director of human resources at United Technologies in Peru, Indiana, will describe team building through an employee involvement program that increases customer satisfaction, upgrades quality, increases productivity, cuts absenteeism, enhances job security and increases employee satisfaction.

Anyone who wants to build his or her self image is invited to enroll in "Building Self Esteem: The Key to Productivity," from 6:30 to 9:30 p.m., Sept. 25.

Dean Tucker, manager and career counselor, will teach participants how to take a positive approach to overcoming failure and to gain higher levels of performance and personal satisfaction.

The team building and self-esteem workshops are \$65 per person each. A discount will be given to organizations with two or more individuals enrolled in the same workshop.

For more information or to enroll, call the Business Development Center at (217) 581-2913.