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Workplace Communication

Fall 2009

Art of Conflict Transformation
Thursday-Friday, December 10-11

Honoring Our Common
Differences: Creating
Inclusive Organizations
Tuesday, October 27

How to Design and Teach
a Successful Workshop
Tuesday, November 10

Joy of Meetings:
Recipes for Success
Tuesday, September 29

Listening for a Change
Thursday-Friday, November 19-20

Perceptual Thinking Patterns:
The Mind at Work
Tuesday-Wednesday, December 1-2

www.dcs.wisc.edu/pda

Workplace Communication

Fall 2009

Check-in begins at 8 am; Workshop starts at 8:30 am

All workshops take place at the Pyle Center, 702 Langdon Street, on the UW-Madison campus.

Art of Conflict Transformation

www.dcs.wisc.edu/pda/workplace

Instructors: Kathy Germann and Vida Groman
Thursday-Friday, December 10-11, 8:30 am-4:30 pm
1.4 CEU, Program #7011, \$290

The art of conflict transformation is about how you can shift from an either-or way of thinking to an attitude of curiosity and openness out of which you can create win-win solutions. In this two-day workshop you increase your comfort in dealing with conflict and learn a method for responding to conflict that increases trust and communication in relationships.

Honoring Our Common Differences: Creating Inclusive Organizations

www.dcs.wisc.edu/pda/diversity

Instructor: Kathy Germann
Tuesday, October 27, 8:30 am-4:30 pm
0.7 CEU, Program #7015, \$150

Diversity includes not only race, ethnicity, and gender, but also ability/disability, education, age, class and many other differences. By clearly understanding our commonalities and differences, we can support one another's efforts to create healthy inclusive organizations where all people feel respected and welcome to contribute their best work to the organization.

How to Design and Teach a Successful Workshop

www.dcs.wisc.edu/pda/workplace

Instructor: Kathy Germann
Tuesday, November 10, 8:30 am-4:30 pm
0.7 CEU, Program #7016, \$150

Do you need to conduct a workshop and do you lack training in how to do so? Have you been presenting the same old workshop and are you now looking for ways to get your participants more involved? In this one-day workshop you learn the basics of experiential learning theory, how to develop outcome-based learning objectives, and how to use interactive, multimodal teaching methods.

Joy of Meetings: Recipes for Success

www.dcs.wisc.edu/pda/workplace

Instructors: Kathy Germann and Denise Jess
Tuesday, September 29, 8:30 am-4:30 pm
0.7 CEU, Program #7017, \$150

In this one-day workshop you learn to design outcome-based agendas that use people's time well, focus energy, and support more creative results before, during, and after meetings. Learn to facilitate lasting solutions using the gradients-of-agreement tool.



Workplace Communication—Fall 2009

Listening for a Change

www.dcs.wisc.edu/pda/workplace

Instructors: Kathy Germann and Denise Jess
Thursday-Friday, November 19-20, 8:30 am-4:30 pm
1.4 CEU, Program #7019, \$290

Whether you're facilitating a discussion among colleagues at work, members of a faith community, family members or fellow citizens, this two-day workshop supports you in learning the skills and tools to be able to listen deeply to others and to have the courage to speak your truth.

Perceptual Thinking Patterns™: The Mind at Work

www.dcs.wisc.edu/pda/workplace

Instructors: Vida Groman and Denise Jess
Tuesday-Wednesday, December 1-2, 8:30 am-4:30 pm
1.4 CEU, Program #7022, \$290

Understanding how you learn and communicate deepens your satisfaction in life by enhancing creativity, increasing self-awareness, and deepening relationships. The Perceptual Thinking Patterns™ (PTP) model is a concrete tool that can help you learn, process, and communicate more effectively. The PTP™ principles taught in this two-day workshop are easy to understand and immediately applicable to the workplace and at home.

Offered in 2010

Art of Conflict Transformation with Kathy Germann and Vida Groman	June 9-10 or December 7-8
Art of Conflict Transformation: Advanced with Kathy Germann and Vida Groman	June 11
Honoring Our Common Differences: Creating Inclusive Organizations with Kathy Germann	May 18 or November 9
How to Design and Teach a Successful Workshop with Kathy Germann	June 22 or November 11
Joy of Meetings: Recipes for Success with Kathy Germann and Denise Jess	May 4 or October 26
Listening for a Change with Kathy Germann and Denise Jess	April 6-7 or September 28-29
Perceptual Thinking Patterns: The Mind at Work with Vida Groman and Denise Jess	June 22-23 or November 9-10

Instructors

Kathy Germann (MA) operates a consulting and training business that specializes in community building, conflict resolution, and cultural sensitivity.

Vida Groman (MS) operates a therapy practice and consulting business focusing on team building, communication skills, diversity, Perceptual Thinking Patterns, and working with groups and individuals.

Denise Jess is an educational consultant who specializes in community building, conflict transformation, diversity, multicultural education, curriculum and program writing and design, and media literacy.

Other Fall 2009

related programs of interest:

Business Writing and Editing
www.dcs.wisc.edu/pda/writing

Desktop Publishing
www.dcs.wisc.edu/pda/desktop-publishing

Nonprofit Development
www.dcs.wisc.edu/pda/nonprofit

General Information

Location

All workshops held at the Pyle Center, 702 Langdon Street, on the University of Wisconsin–Madison campus. Building is accessible to people with disabilities. Check electronic bulletin board for room number upon arrival. Check-in begins at 8 am; workshops run from 8:30 am to 4:30 pm.

Fees

Include instruction, materials, and a nonrefundable administrative fee of \$20. Lunch is on your own. Enrollment limited to 25; register early.

Parking permits

We strongly recommend that you purchase a parking permit (\$13 per day) at least two weeks in advance from the UW-Extension Registration Office, 608-262-1122. Parking in downtown Madison can be difficult if you are not familiar with the city. Parking information will be sent with your registration confirmation; you can also call the number above if you have parking questions. Permits are mailed to registrants.

Cancellation policy

Program—In the event of bad weather or other emergencies, call 608-263-4432 or visit www.dcs.wisc.edu to learn whether a Continuing Studies program or class has been cancelled. Participant—If you are unable to attend or arrange for a substitute, you may obtain a refund minus the \$20 administrative fee by contacting our registration department at least three business days prior to the program. If you cancel three business days or less before the program, or do not attend, you are responsible for the entire fee. To cancel or arrange for a substitute, please call 800-725-9692.

Approved credits

0.7 CEU (7 hours) of Continuing Education Units (CEU) are awarded for each day of participation. In addition, CEUs are available for social workers, psychologists, certified counselors, and K-12 educators for all workshops.

For more information

Visit the Web sites indicated under the workshop titles, or contact:

Program associate: Kristine Bruns, phone 800-442-4617 or 608-263-4431, e-mail kbruns@dcs.wisc.edu
Program coordinator: Kathy Berigan, phone 608-263-3494, e-mail kberigan@dcs.wisc.edu

Registration Form

Workplace Communication—Fall 2009

Art of Conflict Transformation	#7011	12/10-11	\$290
Honoring Our Common Differences	#7015	10/27	\$150
How to Design/Teach a Workshop	#7016	11/10	\$150
Joy of Meetings #7017	9/29	\$150	
Listening for a Change	#7019	11/19-20	\$290
Perceptual Thinking Patterns	#7022	12/1-2	\$290

Enter 3-digit code from mailer: UW# W55

Name _____

Organization _____

Mailing address _____

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city / state / zip

Phone () _____

area code

daytime number / evening number

E-mail _____

May be used to contact you about registration and also for future marketing.

Please bill my agency at the above address.


Enclosed is my check payable to UW-Madison.


Please charge to the following account:


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 Clip and mail to: UW-Extension Registrations, Pyle Center
Dept. 105, 702 Langdon Street
Madison, WI 53706-1487

 Call: 608-262-2451 or toll free 800-725-9692
(TDD 265-2370)

 Or fax: 608-265-3163 or toll-free 800-741-7416
(must include payments by credit card/purchase order)

 Online: www.dcs.wisc.edu/pda

Voluntary information collected to enhance UW programming.

	Female	Male	Birthdate: Month	Day	Year		
Heritage:							
			African American		1	Hispanic/Latino	4
			Asian/Pacific Islander		2	White/Other	5
		American Indian/Alaskan Native		3			
Occupational Area:							
			Educational Svcs.		2	Finance, Insur.	4
			Health Serv. (phy./mental)		5	Religious Serv.	10
		Wholesale Trade		12	Other	13	

Are you enrolled in this primarily for career purposes? Yes No

If you have a disability and desire accommodations, please advise us when you register. Requests are confidential. These programs are offered by UW-Madison in cooperation with UW-Extension. No Wisconsin tax dollars were used to print this publication.

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