

Schedule to bring with you the day of conference:

REVIEW your Transcript to see what you selected: Talent.okstate.edu>Learning Tab>View Your Transcript

Thursday, Nov. 16 or Friday, Nov. 17

11:30 a.m. to 4:30 p.m.

OSU-CHS A.R. and Marylouise Tandy Medical Academic Building

Fourth Floor Conference Center

1111 W 17th St, Tulsa, OK 74107



Take the time to print this sheet and mark your choices based on your transcript so you know which classes you selected on the day of the conference. Then bring this with you to conference.

This is _____ Schedule			
(Print Your Name)			
Circle selected day: Thursday or Friday Mark an "X" beside the course selected:			
11:30 to 12:30	60 min	Innovation: Moving from Concept to Action (lunch)	
12:40 to 2:10	90 min	Finding and Managing your High Performance Zone	Choose 1
12:40 to 2:10	90 min	What I Meant to Say...	
2:20 to 3:50	90 min	Conflict Resolution Strategies	Choose 1
2:20 to 3:50	90 min	The Paradox of Diversity and Inclusion	
4:00 to 4:30	30 min	Discussion/Wrap-up	

Incentives Reminder:

Attendees will be able to apply workshops toward their currently enrolled certificate program in conjunction with obtaining credit for this workshop day. **The lunch/keynote speaker session counts as a workshop.**

- Attend **one** workshop + Action Plan (does not include the closing workshop) = \$25
- Attend **two** workshops + Action Plan (does not include the closing workshop) = \$35
- Attend **three** workshops + Action Plan (does not include the closing workshop) = \$50
- Attend all day (three workshops and closing) + Action Plan = \$100

All action plans are due to Human Resources by **5 p.m. on Friday, Dec. 8, 2017**. Email them to Tulsa.hr@okstate.edu. If an employee is unable to obtain their manager's signature on the action plan, they should submit their plan to HR with at least the employee's signature. A training representative will follow up with the manager to obtain final signatures if needed.