

# Civility at Work© Face-to-Face Train-the-Trainer



## Face-to-Face Civility at Work©

### Includes:

- \*24/7 Access to **MANNERS TV** Online training courses including downloadable tip sheets on over 38 general business etiquette topics.
- \*16 full hours of **classroom training** with international civility experts **Lew Bayer** and **Louise Fox**.
- \*Optional add-ons for **logo and web site development** as well as **Personal Image Training**.
- \*Limited time special rates to add on **Children's Trainer** and **Image Training**.
- \*Welcome Reception, Breakfast and lunch on training days, and a **5 course formal dining tutorial**.
- \*15 comprehensive ready-to-use Civility Experts **Civility at Work© Workshop Lesson Plans** complete with instructor notes, participant handouts and answer keys.
- \***12 month membership** with the International Civility Trainers' Consortium (**ICTC**) which offers communication opportunities with civility trainers all over the world, free sources and a multitude of resources.
- \*Practice exam for **ICTC certification** and voucher valued at \$199 to challenge the exam when you are ready.

Email [events@civilityexperts.com](mailto:events@civilityexperts.com) for more information.

## Civility Experts in partnership with Etiquette Ladies International Presents A Face-to-Face Civility at Work© Train-the-Trainer

One-time fee \$2800.00 CDN plus tax. **Click to Order the Civility at Work© Train the Distance Trainer Package** and you will be forwarded a registration form. Order before October 31, 2010 and receive a complimentary 1 year membership with the Dig Your Heels In Entrepreneurs Virtual Resource Center containing nearly 1000 resources and training tools for entrepreneurs valued at \$120.00.

### Toronto, ON Canada

Business Trainer September 23 & 24 and December 9 & 10  
Optional Add-ons: Children's Trainer September 25 & 26 and December 11 & 12 and/or  
Image Training September 27 and December 13

### Winnipeg, MB Canada

Business Trainer September 16 & 17 and December 4 & 5  
Optional Add-ons: Children's Trainer December 13 & 14 and/or  
Image Training December 15

### Sarasota, FL USA

Business Trainer November 25 & 26  
Optional Add-ons: Children's Trainer November 27 & 28 and/or  
Image Training November 29

### Houston, TX USA

Business Trainer September 30 & October 1, 2010  
Optional Add-ons: Children's Trainer October 2 & 3 and/or  
Image Training October 4

**TAKE AWAY CURRICULUM** includes a Train the Trainer workbook plus 15 ready-to-go take-home training lessons that you can use immediately to teach on-site workshops.