

4th Quarter Success Strategies by Joan Burge

	Program Title	Release Date
1.	<i>Build Your Case for 2010 Training</i>	Wednesday, October 7, 2009
2.	<i>Preparing for Your Annual Review</i>	Wednesday, October 14, 2009
3.	<i>Year End Clean Up & Organization</i>	Wednesday, October 21, 2009
4.	<i>Ghosts and Goblins, Oh My!</i>	Wednesday, October 28, 2009
5.	<i>November: A Time of Thanks, Renewal & Hope</i>	Wednesday, November 4, 2009
6.	<i>'Tis the Season</i>	Wednesday, November 11, 2009
7.	<i>Should I Give My Boss a Gift?</i>	Wednesday, November 18, 2009
8.	<i>Company Holiday Party Etiquette</i>	Wednesday, December 2, 2009
9.	<i>12 Survival Tips for Hurried Holidays</i>	Wednesday, December 9, 2009
10.	<i>Happy Holidays!</i>	Wednesday, December 16, 2009

Revised 9/25/2009