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10-18-1991

## 1991 UNOPA Workshop Presented By Patricia Fleming

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Workshop Presenter:



Patricia Fleming, CEOE  
NAEOP Past President/Professional  
Standards Program Advisor  
Cockeysville, Maryland

UNOPA is pleased that Patricia Fleming will be our Fall Workshop Presenter this year. Ms. Fleming has held numerous positions in NAEOP. She has conducted many conferences/workshops and has been the recipient of many awards and honors (including the State of Maryland Most Valuable Employee Award). Ms. Fleming is currently the Office Manager/Staff Development Trainer in the Governor's Office for the State of Maryland, Office for Children, Youth, and Families.

Don't miss this opportunity to learn (while enjoying) a presentation given by a representative from our National Association. You won't regret it.

**WORKSHOP DATES, LOCATIONS AND TIMES**

Session I

Session II

Friday, October 18, 1991  
Wick Alumni Center  
8:00 - 8:30 a.m. - Check in  
8:30 - 11:45 - Workshop

Friday, October 18, 1991  
East Campus Union  
1:00 - 1:30 p.m. - Check in  
1:30 - 4:45 - Workshop

● What Shape Are You In?  
Personality Indicator/  
Psycho-Geometrics

● The Animal Lurking Within  
Look Out...Here Comes the Beast

● Harvesting Personal Power  
Strive to be an Eagle

● "Upskilling" For A Quality Personal/  
Professional Life  
"Upskilling" for the Future; Pursuit  
of Quality and Excellence

● You Can Make Quality Presentations  
With Confidence and Power/Enthrall.  
Involve and Win

● Quality Work = Recognition = Upward Mobility  
Recognition for women in the work force/  
The Road Ahead

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UNOPA members and non/members are both welcome. Pre-registration is required. Please complete and return the pre-registration form (along with registration fee payment) by Monday, October 14, 1991.  
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**1991-92 UNOPA Fall Workshop Registration Form**

Check appropriate lines:

UNOPA Members

Non-UNOPA Members

\_\_\_ \$10 for one session  
\_\_\_ Morning  
\_\_\_ Afternoon  
\_\_\_ \$15 for both sessions

\_\_\_ \$15 for one session  
\_\_\_ Morning  
\_\_\_ Afternoon  
\_\_\_ \$25 for both sessions

\_\_\_ Bill to Company/Center # \_\_\_\_\_  
(All checks should be made payable to UNOPA).

Name: \_\_\_\_\_

Return completed form to:

Department: \_\_\_\_\_

Linda Pence  
107 Admin Bldg  
City Campus 0416

Campus Address: \_\_\_\_\_

DEADLINE FOR RETURN:  
October 14, 1991

Campus Zip: \_\_\_\_\_ Phone: \_\_\_\_\_