## **Enhance Your Business Communications**



Registration Hotline: (650) 802-6434

Tuesday, March 3<sup>rd</sup>, 9:00 am – 11:30 am, Belmont Location Wednesday, March 11<sup>th</sup>, 1:30 pm – 4:00 pm, Redwood City Location Thursday, March 12<sup>th</sup>, 9:00 am – 11:30 am, Daly City Location

- Explore how different generations may communicate in the workplace.
- Determine if you prefer to compete, collaborate, compromise, avoid or accommodate.
- Learn how your first impressions can impact how others perceive you in the workplace.
- Practice enhancing your interactive listening skills.

## **SMCWorks Locations:**

271 92ND STREET
2ND FLOOR
DALY CITY, CA 94015

400 HARBOR BLVD. BLDG. B BELMONT, CA 94002 2500 MIDDLEFIELD ROAD REDWOOD CITY, CA 94063

No Fee!