

# 23rd BUSINESS SHOW 2016

PERFECTLY PLANNED

## Mini Seminars

Friday, May 6

[www.perfectlyplannedwv.com](http://www.perfectlyplannedwv.com)

HOME | BUSINESS | LIFE

10:30am and 2:00pm

### Customer Service Basics

The 'customer experience' is trending at an all-time high. Most business professionals agree that customer satisfaction is a major driver in the success of any business. These individuals are constantly looking for ways to incorporate a service oriented mindset in the day to day operations of their company. Attend this "Customer Service Basics" mini-training to learn key practices that make every business more successful with each interaction.

11:15am and 2:45pm

### Office & Technology Etiquette

Technology has become an integral part of our lives and workplaces. Learn the fundamental keys to success and appropriate ways to use technology in an office or business setting, during this fast paced, mini seminar on "Office and Technology Etiquette".

### Presented by - Jennifer Bowling, Business Consultant and Project Manager, Perfectly Planned

With Perfectly Planned, every client and project are valued, no matter how big or small. From start to finish, Jennifer Bowling is committed to getting the job done while exceeding expectations and creating a final result that clients can be proud of. Born and raised in southern West Virginia, Jennifer discovered that her natural talent for being organized, along with her attention to detail and strong work ethic, could form the foundation for a successful career. In 2007, Perfectly Planned was born. Starting with space and event organization in the local area, Jennifer's endeavors quickly grew to include staff training, commercial merchandising, and residential remodeling in West Virginia, Virginia and the Carolinas. **We are excited about having Perfectly Planned services in our community and appreciate Jennifer being a part of our Chamber of Commerce**

#### 2016 – 23rd Business Show – Mini Seminar Registration

304-252-7328 fax: 304-252-7373 email: [chamber@brccc.com](mailto:chamber@brccc.com)

Company:(Please Print) \_\_\_\_\_  
Contact / Reps Attending:(Please Print) \_\_\_\_\_  
Phone: \_\_\_\_\_ Email:(Please Print) \_\_\_\_\_

#### SEMINAR ATTENDANCE

\_\_\_ 10:30am or \_\_\_ 2:00pm – Customer Service Basics  
\_\_\_ 11:15am or \_\_\_ 2:45pm – Office & Technology Etiquette

#### ATTENDANCE FEE

Attend One Seminar \$10 / Attend Both Seminars \$15  
(Fee Per Person)



**BUSINESS SHOW INFORMATION - BRCCC INFORMATION & EVENTS**  
304-252-7328 / 877-987-3847 / [chamber@brccc.com](mailto:chamber@brccc.com) [www.brccc.com](http://www.brccc.com)