

# CareerCamp *pro*

*We want what you want – to make each and every person in your organization a more productive, confident and informed worker dedicated to making your organization the best it can be. We have brought together professionals in Human Resources, Communications, IT and Recruitment side by side with the lessons we have taken from our career publications to create CareerCamp PRO. These workshops give each participant a lifetime guide to improving their job performance, professional knowledge and personal skills.*

## OUR PROGRAMS

### BUSINESS COMMUNICATION FOR YOUNG PROFESSIONALS

We've heard it from the managers -- they trust and believe in people who communicate well. As businesses become more global, and the Internet provides even more ways to be seen and heard, the business communications skills we provide you will be your edge.

#### BASIC BUSINESS COMMUNICATION

Can you actually improve your basic skills in half a day? You better believe it. For employees new to the job, new to the workforce, or new to the idea of getting their points heard, we offer our **Basic Business Communication Package**.

- A refresher course on speaking and writing in English
- Business correspondence tips for print and new media
- Guides to avoiding common English grammar mistakes made by young professionals

Participating in this workshop also includes:

- Membership in the CareerCamp bulletin board, where you can get the support you need for your business communications questions from a community of like-minded individuals.

#### INTERMEDIATE BUSINESS COMMUNICATION

For a more intensive course in business communications, this is your ticket. For employees who have been given a bigger role in their teams, and for employees who feel the need to develop a more sophisticated and strategic communications persona, our **Intermediate Business Communication Course** is for you.

- A refresher course on the communication process and idea organization
- Tips for speaking and writing in English with clarity
- Essential steps to creating effective presentations
- A guide to managing and facilitating productive meetings

Participating in this workshop also includes:

- Membership in the CareerCamp bulletin board, where you can get the support you need for your business communications questions from a community of like-minded individuals.

#### TALK: BUSINESS COMMUNICATION 2010

A 90-minute talk on how traditional and new media are changing the world, and how your company's employees should up their game and communicate better in this new landscape. Basic points include:

- The status of print and online media
- Training net-savvy business communicators
- Using new media responsibly and productively

*This talk can be developed to match your company's communication strategies and goals. Best delivered to a group of 20 to 50 people.*



### WHO ARE BRONZE AGE MEDIA, INC?

Bronze Age Media provides career development publications and events for corporate clients and the academe. We use traditional and new media to make learning easy (and maybe even fun).

Please visit our sites:

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

[www.edgewise.ph](http://www.edgewise.ph)

[www.twitter.com/ITCareerGirl](http://www.twitter.com/ITCareerGirl)



### WE'D LOVE TO HEAR FROM YOU!

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Visit the Bronze Age website:

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

Want a better schedule? Bring CareerCamp to your office! Email [careercamp@bronzeagemedia.com](mailto:careercamp@bronzeagemedia.com) for more details.