



## Lunch & Learn

Join us for lunch, network with like-minded women, and learn from an expert!

**Connect \* Learn \* Grow**

### Organize or Agonize It's your Choice

A messy desk, a cluttered in box, crisis management, interruptions, long and stressful days? These are not a minor irritation. They are a massive problem robbing the average person of one quarter of their productivity.

In this dynamic presentation, Andrew will demonstrate how to unleash the tremendous potential of the Outlook To do Bar/Task pad for a total workload management solution. See how to have: an empty in box, a clean desk, no more missed details and gain an extra hour of stress free time daily!



Andrew Sherwood spent 14 years with a Multinational corporation in a number of senior management positions the last of which was as Canadian Divisional Manager. Since 1983 Andrew has been facilitating workload management workshops for tens of thousands of individuals. Clients include the Anglican Church, Canadian Cancer Society, Canadian Army, Peel Police, Trillium Hospital, Woodbine Racetrack, Ontario Power Generation, BASF, Toronto District School Board, University of Toronto and UNICEF!

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### UPCOMING EVENT

**Organize or Agonize  
It's your Choice  
With  
Andrew Sherwood**

**Thursday, February 25, 2010**

**11:30 am – 1:30 pm**

**Location**



35 Church Street  
Toronto, Ontario  
(416) 366 7800

**HotHouse Café** is located at the northeast corner Wellington/Front at Church Street.

**Parking** Street parking is available or choose from a variety of nearby parking facilities.

**Public Transit** Union Station.

### Tickets are limited!

**CAWEE Members**

\$35.00 (plus \$1.75 GST)

**Affiliates**

\$40.00 (plus \$2.00 GST)

**Non-Members**

\$50.00 (plus \$2.50 GST)

**Lunch is included.**

GST# (R100759935)

**Cancellation Policy: 1 week prior to the event, thereafter, no refunds or credits for no shows.**

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