



# *Class Catalog*

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## Activate: Advocacy Training Panel Discussion

Nothing helps you own your power more than standing up for something you strongly believe in. The challenge is knowing what to do and how to stay safe while doing it. In this informative panel discussion, experienced advocates will help you discover how to get involved, stay safe physically and legally, and resources to guide you.



## Activate: Conversations of Color Panel Discussion

Heard the old expression that to really understand someone, we need to “walk a mile in their shoes”? Unfortunately, we may not have many opportunities to talk to people outside our circle, let alone try on their shoes. Join us for a candid discussion on diversity with an inclusive panel of women to help us see the world through different perspectives, understand each other better, and talk about how we can come together to better support each other.



## Activate: Conversations of Color: Refugees Panel Discussion

Heard the old expression that to really understand someone, we need to “walk a mile in their shoes”? Unfortunately, we may not have many opportunities to talk to people outside our circle, let alone try on their shoes. Join us for a candid discussion on diversity with an inclusive panel of women to help us see the world through different perspectives, understand each other better, and talk about how we can come together to better support each other. This panel will focus on refugees and the stories of their journey.



## Ask a Man Panel Discussion

What if you had a better understanding of how men think? It is a scientific fact that woman and men's brains are different chemically, structurally and works differently when processing information. In this lively panel discussion with four men of diverse backgrounds, we'll peek into the private minds of men to discover what they wish women knew about them and have the opportunity to anonymously ask them any questions we want to help discover how men think.



## Boss Lady

What does it take to run a successful business? Running your own business is challenging and when you're the boss lady, it's up to you to lead the way to greater success. In this interactive workshop, you'll discover fundamental strategies to help you grow your business, how to read and utilize financial statements, get more out of your marketing dollars, and own your power to achieve the level of success you desire.



## Charm and Grace

Want to learn the secret to enhancing your image, getting ahead in business and gaining confidence and respect? Because etiquette touches every aspect of our lives, knowing how to act with politeness and manners shows you value others and gives you a competitive edge. In this interactive workshop you'll learn the modern way to live with charm and grace in your everyday life to make a lasting impression and be the kind of person others want to be around.



## Classic Mixology

Want to make an impression at your next celebration? Go beyond the boring corks and bottle caps, to try some serious adulting with a classic cocktail party. In this hands-on workshop, you'll discover what it takes to make perfect cocktails, how to put on a party to remember, and sample timeless drinks to find your new favorite.



## Clutter Hacks

Do you struggle to clean up your act, reducing the amount of clutter you have in your life, and keeping it that way? If you're like most people, it's challenging to find the time, energy and motivation to get these dreary chores done, no matter how much we crave change. In this interactive workshop, you'll discover ways to get organization to stick, fast and easy clutter short cuts, what to do if you need help, and how to make some change and get rid of things.



## Creative Journaling

Want to keep a journal, but the work and commitment seems too overwhelming? Getting your thoughts and feelings on paper, in a creative way through visual journaling, helps process thoughts, emotions and the way you see the world. In this interactive workshop you'll discover how to express yourself in words, sketches and collages for deeper understanding.



## Cutting the Clutter

Does the clutter in your environment make your life feel embarrassingly out of control? When you take control of your space and life, you'll feel more focused, productive and achieve your goals – and you spend less time looking for things! In this hands-on workshop you'll learn to go from chaos to freedom by acknowledging your clutter hotspots, recognizing when to let go, taming the biggest issues and how to fit home and office organization into your busy life.



## Discover Inner Goddess

Have you met your inner goddess? She is the part of you that lives with passion, purpose and possibility and designs her own destiny, balancing love, work and play skillfully. In this interactive workshop you'll use creative expression to integrate mind/body/spirit awareness and mindfulness to discover the source of your power and strength to reacquaint you with your divine feminine, to feel more connected to your inner self.



## Embracing Change

Do you think of change as a curse or an opportunity? No matter what kind of change you're in, whether of your own making or thrust upon you, you can be better, not bitter, with a good roadmap. In this hands-on workshop you'll discover how to take transform the process by taking charge, building possibilities and transitioning gracefully to your new normal.



## Enterprising Woman

Thought about starting your own business, but not sure you have what it takes? Whether you're thinking of going freelance, starting a business, or expanding what you do now, you owe it to yourself to take a realistic look at what to expect before taking the big steps toward self-employment. In this hands-on workshop, you'll discover what you need to consider before starting your own business, how to determine your niche and how to set yourself up for success.



## Everyday Intuition

Do you listen to your “gut feelings?” When we develop the ability to listen to our intuition, decisions become easier, creativity increases and our talents and potential strengthen. In this hands-on workshop you’ll discover which kinds of intuition are natural for you, how to connect your instinctive voice and how to apply your gifts to boost your business and personal life.



## Genuine Voice in the Spotlight

Does the thought of public speaking scare you silly? Whether we realize it or not, making presentations to one person or a crowd is part of our everyday lives. In this hands-on workshop you’ll learn how to express your thoughts more clearly, find your authentic speaking style and overcome your fear with confidence.



## Getting My Affairs in Order

Did you know that more than half of adults in the U. S. don’t have a will? Even if you don’t have a lot of wealth to distribute they’re still important, unless you want the state to decide where your assets go! In this hands-on workshop you’ll discover how to prepare now for the inevitable, with the advice of an attorney, to develop a will, advance directives, durable power of attorney and other vital documents in class.



## Guiding Aging Parents

Help your parents navigate the changes in their lives by discovering how and when to talk about making a move, coaching them through important decisions, and tips for overcoming caregiver challenges.



## Holiday Harmony

Do you feel like a Grinch at the holidays? Get back to what the season is really about. In this interactive workshop you'll discover how to put joy and happiness back into the holidays by knowing when enough is enough, maximizing time with your family and coping with Christmas craziness.



## Intuitive Eating: Making Peace with Food and Figure

Have you tried everything to lose weight, just to gain it all back again? There's a reason for that. Trying to make our bodies bend to our will simply doesn't work. In this interactive workshop you'll discover how to honor your health, embrace food freedom, break free from guilt, and communicate with your body for radical self-acceptance and balance.



## Just Breathe: Meditation for Joyful Living

Do you feel like a Grinch at the holidays? Get back to what the season is really about. In this interactive workshop you'll discover how to put joy and happiness back into the holidays by knowing when enough is enough, maximizing time with your family and coping with Christmas craziness.



## Leave Your Ego at the Door

Harness the power of collective creativity to accomplish big projects by discovering how to build cooperative relationships and use positive collaboration to achieve personal success.



## LinkedIn to Win

Are you using LinkedIn to further your career? When used well, this professional social media site is an incredible tool for anyone and everyone looking for new opportunities to grow their careers and connect with other professionals. Bring your laptop or tablet to this hands-on workshop to discover how to amplify your business connections, promote your expertise, and engage with others to find new jobs and freelance opportunities.



## Maintain My Ride

Is opening the hood of your car like entering a foreign land? Becoming familiar with how to care for your car will save you money, frustration, and being stalled by the side of the road. In this hands-on workshop you'll discover practical tips to maintain and extend the life of your car, what's under the hood, how to keep it rolling, and choose a trustworthy mechanic.



## Making Connections That Count

Does the thought of having to talk to people you don't know make you queasy? Introverts and extroverts can make stronger connections with new friends and business associates by refining this fundamental tool for success, no matter what business or stage of life you're in. In this interactive workshop you'll learn the etiquette of networking, how to make the most of your natural style and strengthen rapport to build your support network.



## Mistress of Money

Are you managing your money, or is it managing you? Reduce the stress in your life, seize your power by taking control over your finances and get more of what you want. You can be the mistress of your finances. It's not as overwhelming as you might think! In this hands-on workshop, you'll discover easy tips to master the money you have, plan for your financial dreams and know your worth.



## Ms. Fix It

Sick of relying on someone else and their schedule to get your honey-do list done? Learning to be independent, gives you the freedom and self-confidence to tackle tasks on your own. In this hands-on workshop you'll discover what you need in your toolbox to safely make basic repairs and maintenance all around the house and what to do when the unexpected emergencies come knocking.



## Negotiating What You Want

Do you avoid situations because the thought of having to negotiate is unnerving? With so much of life up for negotiation, the ability to ask for what you want with a positive approach is vital to advocating for your own success. In this interactive workshop you'll learn how to prepare for successful negotiations, find your own persuasive style and present your case with confidence.



## Now What

Are you at a crossroads in your career? Whether you're retiring, entering the workforce or looking to change jobs, you can transition into a more fulfilling life, finding ways to use your skills and values in new ways. In this hands-on workshop you'll discover which work matches your personality and interests, and how to narrow your options into a plan to further your career and give back to the community.



## Own Your Power

What if you could live your life exactly the way you want; on your own terms? When you let go of what is expected to become who you are, you open the door to true happiness and power. In this interactive workshop you'll learn how to listen to your inner wisdom, conquer self-doubt and fear and create what *you* want most in life.



## Picking Up the Pieces

Do things that happened in the past make it a challenge to be the person you want to be today? The chance that most people will survive traumatic experiences during their lifetime is unfortunately way too familiar, yet people often feel embarrassed or ashamed they can't just "get over" what happened and are unaware it takes fresh insights from outside themselves to get unstuck and move forward. In this hands-on workshop, you'll discover the truths about trauma, awareness, and coping techniques to reconnect with resilience, and how to let go and gain perspective to move on to happily ever after.



## Point, Click, Date: Online Dating for Modern Women

Where are all the single people hiding? Digital dating makes it easier than ever to find Mr. Right, or even Mr. Right Now, in today's busy world - and is so much more civilized than a singles bar. In this interactive workshop you'll learn how to safely take online dating from online *meeting people* to *in-person* dating by exploring which sites are best for you, how to create an original approach and interactions and cautiously meet for the first time to add more fun and romance to your life.



## Polishing Your Brand: The Art of Self-Promotion

What are you doing to get your business in front of potential buyers? You can take charge of your career, and put your business in the spotlight, by getting the word out about who you are and what you do. In this interactive workshop you'll discover fresh, creative, and cost-effective ways to get confident and organized, create the tools you need to be more marketable, and help you build a plan to gain visibility and expand your customer base.



## Queen of Credit

Do you know how to leverage credit to achieve your goals? Building a solid credit history and keeping a high credit score can have a dramatic effect on your quality of life now and in the future. In this interactive workshop you'll discover how and where to get credit, how to manage your credit score, protect yourself from identity theft and how to get and keep debt under control.



## Ready for Your Closeup

Do you hide from the camera because you don't like to see pictures of yourself? You can be present in your life and in the pictures taken at friend and family gatherings, by determining how to position yourself at just the right angle. In this hands-on workshop, you'll discover which poses and expressions work best for you, photo makeup advice, how to find your light and other tips for fab photos without filters or editing.



## Retirement: Who Me?

Does the idea of retirement seem like a daunting impossibility? No matter which stage of your career you're in, it's never too late or too early to design the exit strategy of your dreams. In this interactive workshop you'll learn how to prepare for the practical concerns of retirement, cope with the complications of making a significant career change, and the alternative options retirement can take to create a plan custom-fitted for your lifestyle.



## Saying "No"

How often do you find yourself overwhelmed because you don't know when and how to say "no?" Every time you say "yes" to something it keeps you from doing something else that could be more fun and beneficial for you. In this hands-one workshop you'll learn the right time to say "yes," strategies for how to set better boundaries with you family, boss and others, and how to say "no."



## Sell it!

People love to buy and hate to be sold. Don't be "pushy"; give your clients solutions to their problems. In this interactive workshop you'll discover useful questions that uncover needs, how to recognize the answers, and how to see the opportunities for success.



## Smart as My Phone: iPhone and Android Editions

Do you ever have the feeling your "smart" phone might be smarter than you? These tiny computers we hold in our hands can be powerful devices, once we get to know them better. In this hands-on workshop you'll discover how to outsmart your phone by customizing how it reacts to commands, taking your experience further with apps and email, and clever tips to make your life easier.



## Smart Scents: Relieving Stress with Aromatherapy

Did you know that something you smell can help ease your stress? Aromatherapy, using the essences of plants and flowers, can actually change your mood and enhance your physical, mental and emotional well-being. In this hands-on workshop you will learn how aromatherapy works, ways to use essential oils in your everyday life, how to make your own fragrant blends and create a class aroma to take home.



## Taming Monkey Brain

Finding it hard to concentrate, your mind jumping from one distraction to another? By incorporating mindful awareness tactics into your life you can become the director of your thought process and tame monkey brain. In this hands-on workshop you'll learn how to rewire your brain, refocus your awareness and painlessly incorporate these techniques into your life.



## Tough Talks

Does the idea of having a tough conversation make you want to go into the fetal position? Most of us will do nearly anything to avoid these talks that affect nearly all aspects of our lives at work, home and in the community. In this interactive workshop you'll discover how to respectfully communicate your concerns, stay true to yourself, and turn confrontation into trust.



## Turning Anger into Power

How do you react to situations that make you angry? If you're like most people, it's probably by blowing up or pushing emotions deep inside, often leading to tears. In this interactive workshop you'll discover how to channel your reaction to anger, to maintain connections, keep your composure, and go from "oh hell no" to "now what?"



## Winging It: Improv Skills for Life

Improve communication and think faster on your feet by practicing improv skills to discover how to respond with confidence to others in the moment, keep conversational momentum going, and celebrate mistakes.