

T Technical Writing Workshop

Wednesday November 30th 6-9pm G18 & F2

Would you like to learn the basics of good technical writing? What is writing like in the engineering world? Want to learn to write good lab reports? IEEE papers?

This course will present the basics of technical writing from an engineering perspective. It will start with college engineering writing tips, and progress through true industry technical writing. Practice and writing samples will be presented to the group.

F Basics of Finance Workshop

Thursday, December 1st 6-8pm G18

Want to learn about the basics of finance? What is the math & application of finance in the real world? This workshop will provide an introduction to finance, financial math, and practical use of finance in the industry, personal investment, and budgeting.

E Entrepreneurship Panel

Thursday, December 8th 6-9pm G18 & Commons

Are you interested in someday owning your own business? Do you want to know what it takes to succeed with running your own business? Do you want to know what college major to choose to best pursue owning your own business?

This panel will bring in a range of entrepreneurs in different businesses and industries. Business owners will discuss their business and the important facets of success in owning your own business. The panel will give speeches and have a Q&A period, and then the panel will break into smaller roundtable discussions so that students can directly interact with industry professionals.

P Presentation Skills Workshop

Saturday December 10th 10am-4pm G18, F2 & Cafeteria

Want to improve your presentation skills for classes or before you get to college? Want to gain tips and techniques for putting together and giving an excellent, captivating presentation?

This workshop is designed to teach students how to put together a visually pleasing presentation, improve their presentation skills, and make each student an effective and captivating presenter. Students will learn the basics of good presentation format, the importance of organization, how to calm nerves, and good presentation etiquette. The workshop will provide opportunities for students to practice what they have learned.

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The Professional World of Business Series



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Available for \$5

As Presented By Harris Corporation,
Local Professionals and the PHS FIRST
Robotics Team

www.penfieldrobotics.com

Contact: Kim O'Toole
Phone: 585-242-3353
Email: kotoole@harris.com

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Concept Behind the Professional World of Business Series

The Professional World of Business is a series of fun, informative, interactive sessions hosted by Harris Corporation, Local Professionals and the Penfield FIRST Robotics Team. These sessions include presentations, guest speakers, and interactive team activities. As a high-school student, you will learn from real-world professionals about how gracious professionalism is alive and well in the business world. After each session, you will have a better understanding of the tools you can use in your future as well as in your life today.



Tools to Succeed in the Real World

M Marketing/Communications Workshop

Wednesday, October 5th 6-8pm G18

Want to learn what the real world of Marketing is like? Looking for the skills to appropriately market your group, team or product?

This workshop will provide students with the knowledge about marketing in the real world. Industry experts will provide information on marketing skills and the importance of marketing. Students will have the opportunity to create marketing presentations and portfolios in groups and receive feedback.

L Leadership Skills Workshop

Thursday, October 13th 4-8pm G18 & 2 classrooms

Want to learn how to become an effective leader in the real world? Want to learn the basics of leadership and management?

This workshop is designed to train students in the different aspects of leadership. Students will learn how to effectively manage teams and how to become strong leaders and build strong teams. The workshop will provide opportunities for students to practice certain aspects of what they have learned.

E Spectrum of Engineering Panel

Thursday, October 20th 6-9pm G18 & Commons

Are you interested in science and/or technology? Do you want to know more about what opportunities are available in the different fields of engineering?

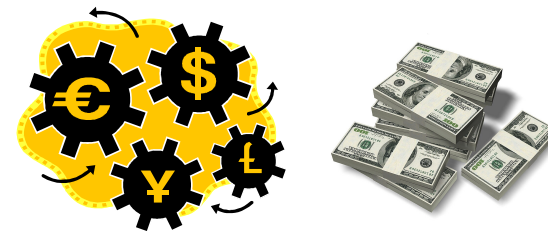
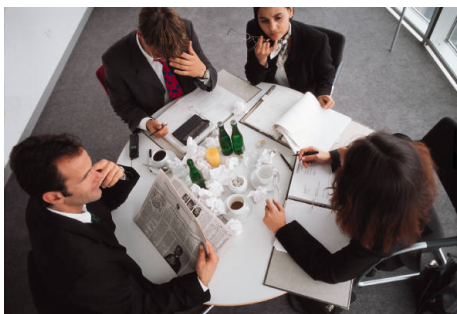
This panel will bring in a range of different types of engineers. Mechanical, Electrical, Biomedical, Chemical, Project, Systems, Industrial, Manufacturing, and Civil/Environmental engineers will discuss their careers and the opportunities in their fields. The panel will give speeches and have a Q&A period, and then the panel will break into smaller roundtable discussions so that students can directly interact with industry professionals.

I Interview Skills/Resume Building Workshop

Thursday, October 27th 6-9pm G18, F2 & 2 Classrooms

Want to brush up on your interview skills for your next job or college interview? Looking to put together a strong, professional resume that conveys your skills?

This workshop will provide students with guidance on how to be successful in interviews and produce a powerful resume. Students will be given the opportunity to do mock interviews with feedback and get resume counseling from industry experts.



W Women in Science & Engineering Panel

Wednesday, November 2nd 6-9pm G18 & Commons

Are you a female who likes science and/or technology? Do you want to know more about what opportunities are available in science and technology? Do you want to know the truth about what women in science & technology careers face in industry and in college?

This panel will bring in a range of women in the industry to discuss their experiences and give success tips to young women. The panel will give speeches and have a Q&A period, and then the panel will break into smaller roundtable discussions so that young women can directly learn from industry professionals.

\$ Fundraising Workshop

Thursday, November 10th 6-8pm G18

Want to learn some great fundraising techniques? Looking to bring in a lot of money? Or raise money in a short timeframe?

This workshop will provide students with important details about fundraising, the fastest most effective way to raise funds, and the dos/donts of raising money. Fundraiser ideas and organizations will be presented. Students will have a chance to brainstorm on fundraisers and create mock fundraising campaigns.

B Business & Management Panel

Wednesday, November 16th 6-9pm G18 & Commons

Are you interested in business or management as a career? Do you want to know more about what opportunities are available in the different fields?

This panel will bring in a range of business & management professionals. Managers, finance, accounting, purchasing, business development, sales, and program management will discuss their careers and the opportunities in their fields. The panel will give speeches and have a Q&A period, and then the panel will break into smaller roundtable discussions so that students can directly interact with industry professionals.