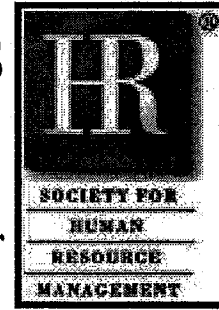


Hiring Top Performers for High Impact



**Held by the Central Florida Human Resources Association
Sponsored By AAA**

November 09, 1999 at the Raddisson Hotel Downtown

You know that hiring well is your best competitive advantage. You know that hiring mistakes have a devastating and expensive impact on your company. You know that looking at skills alone is not enough.

Now get the tools you need to make you hire Top Performers!

Carol Quinn of The Hire Authority will demonstrate through this workshop new and innovative interviewing techniques that can improve your ability to predict an applicant's future job performance

Nina Hammond, Vice President of Professional Development for the chapter will recap the session with a review of retention and compensation practices for the new millenium. Understand how to motivate the new work force and keep them.

Discuss exciting new ideas in practice throughout the country.

Registration will begin at 7:30 am. The workshop will begin at 8 am.
Continental Breakfast will be provided

**Yes, I would like to attend the Seminar! *Hiring Top Performers
for High Impact***

Memberships/Affiliations (circle one): SPHR PHR CFHRA SHRM

Fees:		CFHRA member	Non Member
Early Registration (before Nov. 01, 1999)		\$35.00	\$45.00
Same Day Registration		\$45.00	\$55.00

Organization & Name: _____

Phone: _____ Fax: _____

Address: _____

**Mail Registration with check payable to CFHRA and registration form to:
Nina Hammond; 151 Wymore Road, Suite 160; Altamonte Springs, FL 32714
For information contact Nina Hammond: 862-0090 OR nhammond@voltjobs.com**

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Hiring High Performers Date 5/13/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
<hr style="border-top: 3px double #000;"/>					
1. Overall this workshop was...	1	2	3	4	(5)
2. Usefulness of this workshop...	1	2	3	4	(5)
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	(5)
B. Informative	1	2	3	4	(5)
C. Interesting	1	2	3	4	(5)
D. Knowledgeable	1	2	3	4	(5)
4. What did you learn from this workshop?					
	<i>How to identify internal and external achievers.</i>				
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

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Workshop Name Locus of Control Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<p>I learned how to better assess info. during the interview process to make a comprehensively better choice</p>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

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Workshop Name Fire Authority Date 5-12-99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewer Training Date 5/12/99

Rate the following:

	Poor 1	2	Fair 3	4	Excellent 5
<hr style="border-top: 3px double #000;"/>					
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
	<i>A new technique to add to current interviewing methods</i>				
5. What other topics would be of interest to you for future workshops?					
	<i>Can't think of any. The Professional Development Committee does a great job.</i>				

WORKSHOP EVALUATION FORM

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Workshop Name Hire Authority Date 5-12-99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
					LOC Additional techniques to add to Behavioral Based Interviewing
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name INTERVIEW TRAINING Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>Techniques to train other supervisors in my company on interviewing.</i>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewing Training Date 5/12/99
Using LOC

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>Take a little more time interviewing to listen for LOC</i>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

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Workshop Name Hiring Top Performer Date 5.12.99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>Understanding Locus of Control is an indicator of performance can improve hiring decisions.</i>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Hiring Top Performers Date 5/12/99
Interviewing - Best Practices

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>How to better apply effective interviewing for top performers</i>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

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Workshop Name Hiring Top Performers Date 5-12-99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>alot regarding the differences and being able to tell who is introvertedly motivated or Extravertedly motivated.</i>					
5. What other topics would be of interest to you for future workshops?					
<i>How to deal with disciplining an employee in a way that motivates them to improve.</i>					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewer Training Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5

4. What did you learn from this workshop?

How to better assess overall attitudes + motivation for future performance

5. What other topics would be of interest to you for future workshops?

Special Needs Hiring (i.e. handicapped, visually impaired)

WORKSHOP EVALUATION FORM

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Workshop Name Hiring High Perf. Date 5-12-99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
	<i>BETTER hiring techniques & THAT SKILLS AREN'T THE MOST IMPORTANT ISSUE.</i>				
5. What other topics would be of interest to you for future workshops?					
	<i>Hiring Demo would be interesting.</i>				

WORKSHOP EVALUATION FORM

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Workshop Name Hiring Top Performers Date 5/1/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	(5)
1. Overall this workshop was...	1	2	3	4	(5)
2. Usefulness of this workshop...	1	2	3	4	(5)
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	(5)
B. Informative	1	2	3	4	(5)
C. Interesting	1	2	3	4	(5)
D. Knowledgeable	1	2	3	4	(5)
4. What did you learn from this workshop?					
					<i>How to assess an individuals motivation as an indicator of job performance</i>
5. What other topics would be of interest to you for future workshops?					
					<i>more indepth interviewing skills</i>

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewer Training Date 5/12/99

Rate the following:

	Poor 1	2	Fair 3	4	Excellent 5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?	<p><i>Mostly "strategies" on how to conduct a more productive interview..... The goal is a successful HIRE, and I hope Carol's insight helps.</i></p>				
5. What other topics would be of interest to you for future workshops?	<p>① Employment Practices - what policies & procedures are the right policies & procedures? Am I COMPLIANT WITH STATE & FEDERAL LAWS</p> <p>② HR for non-HR professionals <i>(just the basics)</i></p>				

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Hiring High Performers Date 5-12-99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>Something to Build on Behavioral Interviewing, Locus of Control.</i>					
5. What other topics would be of interest to you for future workshops?					
<i>MAYBE A COMPANION PIECE TO THIS WORKSHOP → NOW THAT WE HAVE HIRED RIGHT, HOW TO DO HAVE THE PROPER CULTURE/ENVIRONMENT/CONDITIONS TO ENSURE CONTINUED SUCCESS,</i>					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewing - Best Practices Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<i>Focus of Control - improved on Interviewing skills</i>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Interviewing Best Practices Date 5/12/19

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
<hr style="border: 1px solid black;"/>					
1. Overall this workshop was...	1	2	3	④	5
2. Usefulness of this workshop...	1	2	3	④	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	⑤
B. Informative	1	2	3	4	⑤
C. Interesting	1	2	3	4	⑤
D. Knowledgeable	1	2	3	4	⑤
4. What did you learn from this workshop?					
	<i>Interviewing Skills</i>				
5. What other topics would be of interest to you for future workshops?					

Note: Sailboat -vs Row boat - Sailboat - Creativity using external energy for best results, speed, + energy. Row boat - not open to using mast

WORKSHOP EVALUATION FORM

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Workshop Name Hire Authority Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5

4. What did you learn from this workshop?

That I need to have others in my company that actually make the hiring decision trained in interviewing

5. What other topics would be of interest to you for future workshops?

Benefits

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name HRABC Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<p style="margin-left: 40px;">LOC is a factor that I have been incorporating into my interviews & I should continue. I did not know that I was incorporating LOC. Now I do.</p>					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

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Workshop Name Interviewer Training Date 5/12/99

Rate the following:

	Poor 1	2	Fair 3	4	Excellent 5
<hr style="border-top: 3px double #000;"/>					
1. Overall this workshop was...	1	2	3	④	5
2. Usefulness of this workshop...	1	2	3	④	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	④	5
B. Informative	1	2	3	④	5
C. Interesting	1	2	3	④	5
D. Knowledgeable	1	2	3	4	⑤
4. What did you learn from this workshop?					
			Locus of Control		
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Hiring High Performers Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
<hr style="border-top: 3px double #000;"/>					
1. Overall this workshop was...	1	2	3	(4)	5
2. Usefulness of this workshop...	1	2	3	(4)	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	(4)	5
B. Informative	1	2	3	(4)	5
C. Interesting	1	2	(3)	4	5
D. Knowledgeable	1	2	3	(4)	5
4. What did you learn from this workshop?					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name In Hire Authority Date 5/12/99

Rate the following:

	Poor		Fair	4	Excellent
	1	2	3	4	5
<hr style="border-top: 3px double #000;"/>					
1. Overall this workshop was...	1	2	3	(4)	5
2. Usefulness of this workshop...	1	2	3	(4)	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	(4)	5
B. Informative	1	2	3	(4)	5
C. Interesting	1	2	3	(4)	5
D. Knowledgeable	1	2	3	(4)	5

4. What did you learn from this workshop?

How to identify internal vs external job applicants through listening attentively throughout the interview.

5. What other topics would be of interest to you for future workshops?

Note: I felt more time should have been spent on the information given in the last hour than the materials presented at the front end of the seminar.

WORKSHOP EVALUATION FORM

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Workshop Name Interviewer Training Date 5/12/99.

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
<hr/> <hr/>					
1. Overall this workshop was...	1	2	3	④	5
2. Usefulness of this workshop...	1	2	3	4	⑤
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	④	5
B. Informative	1	2	3	④	5
C. Interesting	1	2	3	4	⑤
D. Knowledgeable	1	2	3	4	⑤
4. What did you learn from this workshop?					
5. What other topics would be of interest to you for future workshops?					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Locus Control Date 5/12/99

Rate the following:

	Poor 1	2	Fair 3	4	Excellent 5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5

4. What did you learn from this workshop?

How to include very simple ideas into my daily schedule.

5. What other topics would be of interest to you for future workshops?

Retaining employees.
EEO
immigration

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name Free Authority (CAC) Date 5/12

Rate the following:

	Poor 1	2	Fair 3	4	Excellent 5
1. Overall this workshop was...	1	2	3	4	5
2. Usefulness of this workshop...	1	2	3	4	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	4	5
B. Informative	1	2	3	4	5
C. Interesting	1	2	3	4	5
D. Knowledgeable	1	2	3	4	5
4. What did you learn from this workshop?					
<p>Get help to review other techniques and ways to interview for the best candidate.</p>					
5. What other topics would be of interest to you for future workshops?					
<p>2nd 1/2 of this workshop that Carol facilitates in a full day</p>					

WORKSHOP EVALUATION FORM

Thank you for participating in the continuing education workshop provided by HRABC. Your feedback is important. Please take a moment to reflect and give us your reactions. Thank you!

Workshop Name "The Hire Authority" Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	④	5
2. Usefulness of this workshop...	1	2	3	4	⑤
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	④	5
B. Informative	1	2	3	④	5
C. Interesting	1	2	3	④	5
D. Knowledgeable	1	2	3	④	5
4. What did you learn from this workshop?					
<i>How to predict achievement Attitudes & behaviors.</i>					
5. What other topics would be of interest to you for future workshops?					
<i>Retaining top Performers.</i>					

WORKSHOP EVALUATION FORM

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Workshop Name "The Hire Authority" Date 5/12/99

Rate the following:

	Poor		Fair		Excellent
	1	2	3	4	5
1. Overall this workshop was...	1	2	3	④	5
2. Usefulness of this workshop...	1	2	3	④	5
3. The facilitator, Carol Quinn was...					
A. Effective	1	2	3	④	5
B. Informative	1	2	3	④	5
C. Interesting	1	2	3	④	5
D. Knowledgeable	1	2	3	4	⑤
4. What did you learn from this workshop?					
5. What other topics would be of interest to you for future workshops?					