

# SPIRIT OF PORTAGE | 2018

## CONFERENCE SCHEDULE



### Building Strong Customer Relationships ●

Join Kaitlyn Edie in this session on the five keys to building strong customer relationships: Building trust and credibility, viewing your customers as a partner, using good communication, making it personal and providing outstanding customer service.

**Speaker:** Kaitlyn Edie, LifeWorks  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### Demystifying Cancers ●

In this 60 minute session, Dr. Shun Li will introduce you the statistics of cancer in Canada and the current understanding of cancer biology. Topics mentioned in this session also include the risk factors of cancer, the nomenclature of cancer, and mechanisms of carcinogenesis and cancer metastasis. You also have a chance to test yourself how much you know about cancer at the beginning of the session.

**Speaker:** Dr. Shun Li  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### Advanced MS Work: Inserting Content Control into Forms ●

Are you frustrated with how long it takes to fill out forms? Is having to print the form first, then having to handwrite in the data and then having to fax it or scan it to e-mail using up all of your time? Are you a person who creates forms for others to use? This mini-course we will learn how to create forms in Microsoft Word so that we can do some of these tasks quickly and efficiently.

**Speaker:** Helen Reid-Beecroft  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### Self-care ●

Session info to come

**Speaker:** Lyla Allan and Audrey Cochrane  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### Clean those hands! ●

Face it. Your hands are probably not as clean as you think. With flu season around the corner, it's the perfect time to join our Practical Nurse team in this interactive session on proper hand cleaning techniques. We'll put the spotlight on your hands so you can see what's left behind after you think you've thoroughly cleaned them.

**Speaker:** Practical Nurse Faculty  
1:30 p.m.—2 p.m.  
Location/Room TBA

### Tips and Tricks for Public Speaking ●

The average person might rank the fear of public speaking and little higher than the fear of death. But have no fear! Michele McDougall, who has years of experience in front of the camera with Breakfast Television and many live speaking engagements, will put you at ease with her strategies.

**Speaker:** Michele McDougall  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### WTF! What the food! ●

Food-glorious food! Canadians spend on average almost \$9000 per year on food and devote up to 25% of their day to food-related activities including meal preparation or eating at restaurants. Most of us want to eat healthy, but do we? In fact, due to the proliferation of diet books and internet advice sites, many people report that it is increasingly difficult to figure out exactly what a healthy diet looks like. This session will take a cross-cultural look at the diverse ways that humans around the globe have met their nutritional needs and also at some of the health risks associated with the modern Western diet. Practical, convenient and evidence-based strategies will be explored.

**Speaker:** Jacquie Flood  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

### Building a Personal Budget ●

Making a personal budget isn't easy. Join our Senior Financial Analyst and one of our Student Accounts Clerk's in this session on building a personal budget that works for you.

**Speaker:** Allison Routhier and Iman Fayad  
1:30 p.m.—2:30 p.m.  
Location/Room TBA

## SESSION TOPICS AT A GLANCE

- in the workplace
- health and wellness
- communications
- finance

### Corrective Exercise for Desk Jockeys ●

Working at a desk all day long can lead to musculoskeletal disorders causing discomfort and pain to the muscles, nerves, tendons, joints, cartilage and/or spinal discs. In this session you will learn about upper cross syndrome, a common 'desk jockey' disorder and what you can do about it. Come learn these preventative and corrective exercises.

**Speaker:** Deb Menard, Be Fit For Life  
2 p.m.—2:30 p.m. and 3:30—4 p.m.  
Location/Room TBA

### Deep Impact—The Economic Value of Portage College ●

Portage College has a major economic impact on Northeastern Alberta. Come find out exactly how major in this interactive session.

**Speaker:** David Paul  
2 p.m.—2:30 p.m.  
Location/Room TBA

### Power and Influence in the Workplace ●

This lecture will examine the sources and contingencies of power. We will discuss eight types of influence tactics found in organizational settings and determine whether they will prompt genuine commitment to achieving workplace goals, or merely breed compliance.

**Speaker:** Leslie Boake  
2 p.m.—3 p.m.  
Location/Room TBA

### Network Diagramming and Project Management ●

Tackling and completing a project on time and within budget is challenging. Whether we are engaging in a construction project, a research paper or even planning a birthday party, we can quickly be overwhelmed by all that needs to be done. In this session, we will introduce a simple visual technique that can help us plan and track the project and the activities involved from beginning to end.

**Speaker:** Ken Warkentin  
2 p.m.—3 p.m.  
Location/Room TBA

### Communication: The Art of Giving Feedback ●

In this session you will learn to define feedback and recognize its usefulness, tell the difference between effective and ineffective feedback and ultimately learn how to give constructive feedback.

**Speaker:** Kaitlyn Edie, LifeWorks  
2:30 p.m.—3:30 p.m.  
Location/Room TBA

### Working with Millennials ●

The unbelievable has happened. You went to work and realized you had to work with or teach a millennial! OMG! How are you going to handle this entitled, unfocused, lazy person who was assured they could do anything – and received a participation medal for everything! Can you handle working side-by-side with the one who wants to make an “impact” on the world yet suffers from low self-esteem? Looks like you have your work cut out for you doesn’t it? But is this what millennials are all about or are they just misunderstood? Come join a light-hearted look at the millennials while gaining an understanding of who they are and what they are looking for.

**Speaker:** Bev Lockett  
2:30 p.m.—3:30 p.m.  
Location/Room TBA

### How to Prepare and Run a Meeting ●

Expect this session to certainly start and end on schedule as you learn from the College’s Executive Assistant to the President and Board on how to effectively prepare for meeting and run it. Eleisa Anderson will take you through all the key steps from scheduling meetings, creating agendas, taking minutes and what to do after the meetings.

**Speaker:** Eleisa Anderson  
2:30 p.m.—3:30 p.m.  
Location/Room TBA

### Financial Statements ●

Join Wayne Pelletier as he gives you an overview of financial statements. Wayne will answer these questions: What kind of info is contained in financial statements? How are they prepared? What principles and rules guide accountants in preparing financial information? Do the results indicate a good or bad outcome for the business?

**Speaker:** Wayne Pelletier  
2:30 p.m.—3:30 p.m.  
Location/Room TBA

### Facebook for Business: Engage, Share and Market ●

When it comes to social media, Facebook remains ‘The Whale’. This condensed 1-hour social media workshop is meant to skim the surface of Facebook for Business. We’ll touch on tips and tricks, optimizing your Facebook Business Page, content planning and the basics of Facebook Advertising.

**Speaker:** Jonathan Berube, Octopus Creative  
2:30 p.m.—3:30 p.m.  
Location/Room TBA

### Stress Management ●

This session will identify some of the differences between good stress and bad stress in the workplace and will focus on self-care techniques, with a head-to-toe relaxation exercise.

**Speaker:** Alanna Bauman and Debbie Jansen  
3 p.m.—3:30 p.m.  
Location/Room TBA

### How do your employees learn? ●

Join the College’s team of professionals in Student Learning Services for an engaging session on the different learning styles. The SLS team is taking all their experiences and skills they use with instructors and students to ensure classroom success and applying it to the workplace in this unique session that will give employers and supervisors a chance to see how people learn and how you can use that to your advantage to create a better workforce.

**Speaker:** Student Learning Services Team  
3 p.m.—4 p.m.  
Location/Room TBA

### To Taste or Not to Taste ●

Enjoy a snapshot of a Biology 30 class as Connie Olstad gives a brief talk on the patterns of genetic inheritance and the importance of bitter tastes. Find out if you can detect the bitterness of PTC or if you belong to a small group of people who taste nothing.

**Speaker:** Connie Olstad  
3 p.m.— 3: 30 p.m.  
Location/Room TBA

### No Offense that’s just my Personality ●

In a diverse world, how we work best for ourselves and with others can be the determining factors in personal and organizational success. Knowing who we are and how our personality allows us to perceive the world around us is the first step to knowing how to work with others. As the old adage goes, we must know ourselves before we can know others (I am sure there is a Yoda quote in there somewhere).

**Speaker:** Barb Colliar-Brown  
3 p.m.—4 p.m.  
Location/Room TBA

### 30-minutes of Hairstyles ●

Come and learn how to create waves. In this 30-minute session you will work with two of Portage College’s hairstyling instructors as they teach you how to style hair using curling irons and flat iron. All you need to do is show up. Mannequins and tools will be provided to you.

**Speaker:** Stephanie Monteith and Nadia Houle  
3:30 p.m.—4 p.m.  
Location/Room TBA

### What is a Contract? ●

Join Allan Robertson in this session on contract law. Allan will introduce you to contract law as it affects both businesses and people in their everyday lives.

**Speaker:** Allan Robertson  
3:30 p.m.—4:30 p.m.  
Location/Room TBA

## [TOURS//FUN STUFF]

### Museum of Aboriginal Peoples’ Art and Artifacts

Portage College’s Museum of Aboriginal Peoples’ Art and Artifacts provides an in-depth look at North American Aboriginal art from First Nations, Metis and Inuit cultures. Visitors to the museum can enjoy a self-guided tour or join one of our scheduled tours.

#### Scheduled tours:

1:30 p.m., 2:30 p.m. and 3:30 p.m.  
Meet at the main entrance on the upper level

### 911—Check out our Paramedics

Get up and close to as-real-as-you-can-get medical emergencies faced by paramedics with Portage College’s high fidelity mannequins. Our state-of-the-art labs safely allow our students to hone their clinical skills, cognitive thinking and how to communicate in an emergency. Drop in for a tour.

#### Drop in tours only

Meet on the upper level in Room 213

### Environmental Studies Tour

Drop in for a tour of the College’s new Environmental Studies building. The energy efficient facility features increased lab and classroom space, a greenhouse and a water simulation lab.

#### Drop in tours only

Meet in the building next to the white tent on the soccer field

### Try-a-Trade: Welding

Stop by our welding lab on the lower level for your chance to try a mini welding project.

**Meet in the welding lab on the lower level**