

Live in person online presentation:
Supervisory Skills Training: How to Just Say “No”
November 25, 2024 from 1:00pm-4:00pm EST

Class participants learn powerful and enforceable ways to say “No” for the right reasons, to the right persons, and in the right way, for example:

- No, you can't take a day off simply because you want it.
- No, just like bullets, sick days cannot be used just because you have them.
- No, you haven't earned the right to your request.

When “No” is the answer to an unreasonable, unwarranted, or untimely request, just saying “No”:

- Creates clear, consistent, and respected boundaries
- Maintains authenticity and trust
- Reduces the chance of miscommunication
- Reduces performance inefficiencies



Participants are urged to engage actively, participate in meaningful discussions, provide immediate feedback, and collaborate effectively. Class size is limited to allow time for demonstrations, questions and answers. **Please register early with an E-mail address that will accept attached pre-class learning materials. This class is available to be presented in-house and tailored to your department.**

Bring to webinar: Laptop or desk to computer equipped with a microphone and camera-capable of connecting to the internet and the pre-sent class outline training package.

D.J. Van Meter Ph.D. is the principal of Van Meter & Associates, Inc. (VMA) and has spent the last 45 years in law enforcement, 15 years as a sworn officer. He has a Ph.D. in Training and Organizational Development from The Ohio State University, Columbus, Ohio and holds a master's degree in Labor and Human Resource Management

Regular Tuition: \$165 first registrant/145 each additional (PO's Vouchers, postmarked on or after November 13, 2024)

Prepaid Tuition: \$150 first registrant/ \$135 each additional (All cc payments and checks postmarked by November 12, 2024)

P.O.'s, Vouchers, Claims, DOJ accepted but does not guarantee tuition rate

Contact Name _____ Dept _____

Mailing Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____ Email: _____

PO# _____ CC# _____ Exp date _____

1. Name/Title _____ 2. Name/Title _____

3. Name/Title _____ 4. Name/Title _____

4. Name/Title _____ 6. Name/Title _____

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