



Southwest Educational Development Center
www.sedck12.org/secretaries



WEDNESDAY
FEBRUARY 10,
2016

9 AM - 3 PM



SAVE
THE
DATE!

2016 SECRETARIES CONFERENCE

@ IRON COUNTY SCHOOL DISTRICT OFFICES



BREAKFAST & LUNCH WILL BE SERVED, PLUS GREAT DOOR PRIZES!

Morning Sessions, 10 am - 12 pm

- Photos – Clint Stephens
- Calendaring and Gmail – Chris Haught
- Windows 10, Tips & Tricks – Scott Harpster
- Social Media for Schools – Troy Lunt and Cori Flanigan

Questions? Call 435.586.2865

Afternoon Sessions, 12:30 - 2:30 pm

- Excel – Clint Stephens
- Calendaring and Gmail – Chris Haught
- Innovative Tech for Secretaries – Rick Gaisford
- Fighting Viruses & Password Management – Josh Kleinke and Cory Stokes

Register at www.sedck12.org/secretaries