

International Association of Administrative Professionals®
Columbus Chapter
 P.O. Box 16053
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 www.iaap-cols.com

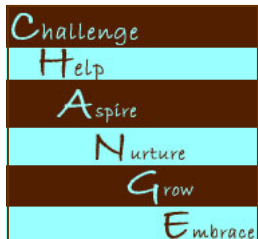
What's Hot and What's Not –2003 vs. 2007

The Columbus Chapter is proud to welcome back Annette Marquis from TRIAD Consulting, on **February 17**, for this 90-minute online presentation!

Have a question about the meeting?

Contact: **Barb Jackson CPS/CAP**
 Cell: 614-361-1856 or
 Email: bjackson3@embarqmail.com

Annette has put together a special Office PowerHour where she will compare 2003 to 2007 and highlight the differences, point out the similarities, and of course provide us with some tips and tricks!



Some of the features Annette will cover in 2007 are: the ribbon, themes, styles, and building blocks. She will also explain how those features will improve your productivity and if you are still using 2003 what you can do with formatting and built-in styles.

Registration deadline is **Friday, February 12, 2010**. Don't delay register today!

Location: **Highlights for Children, 1800 Watermark Drive, Columbus**

PROGRAM: 6:00 p.m. **LOCATION:** Highlights for Children 1800 Watermark Drive Columbus

Menu: **Sierra Turkey**—Smoked turkey breast w/chipotle mayonnaise, field greens & red onions on Asiago Cheese Focaccia
Mediterranean Veggie—Piquant peppers, feta cheese, cucumbers, lettuce, tomatoes, onions and cilantro hummus on our Tomato Basil bread
Smoked Ham & Swiss—96% fat-free smoked ham, Swiss, leaf lettuce, tomatoes and red onions with mayonnaise, spicy mustard, salt and pepper
Smoked Turkey Breast—99% fat-free smoked turkey breast, leaf lettuce, tomatoes and red onions with mayonnaise, spicy mustard, salt and pepper

Also provided, soft drink, chips and cookie

Choose one: Turkey Sierra Turkey Smoked Ham & Swiss Mediterranean Veggie

Dinner/Meeting Cost: \$15.00 Chapter Member \$21.00 Member at Large/Non-Member

Meeting Cost Only: \$5.00 Chapter Member \$15.00 Member at Large/Non-Member

There will be a \$30.00 charge for returned checks

Mail/Email Registration to: **—NEW—**
Claire Lacey CPS/CAP
 KPMG LLP
 191 West Nationwide Blvd., Suite 500
 Columbus, OH 43215
 Email: clacey@kpmg.com

Reservations/cancellation must be **RECEIVED** no later than **Friday, February 12, 2010**.

Deadlines will be adhered to

Meeting Date: February 17, 2010 **Make checks payable to:** Columbus Chapter, IAAP

Name: **Company Name:**

Email: **Phone:**

There will be a \$30.00 charge for returned checks

Check one: CHECK DISCOVER M/C VISA *Save my credit card number for future reservations*

Amount enclosed: \$ **Expiration Date:**

Credit Card No:

Address for credit card:

Signature: