

## Orlando **IMPOWER** Program Logistics and Information

WOMEN Unlimited continues to closely monitor COVID-19 to ensure the safety of our corporate constituents, including participants and mentors, and our associates. That said, we will **deliver the WOMEN Unlimited learning experiences virtually (Zoom Meetings) for this program**

### Tips for virtual meetings:

#### ***Create A Professional Remote Office***

- Find a quiet space
- Use neutral background
- Check and enable your web camera
- Create good lighting
- Use laptop audio vs phone
- Use mute function when you are not speaking
- Turn video function off when interrupted



## Orlando #19 **IMPOWER** Program Schedule

***This program will be held on:  
ZOOM Meetings***

Details will be sent separately in an Outlook Meeting Request

| <b>Session Date</b>   | <b>Topic</b>  |
|---|---|
| Thursday, October 8, 2020<br>Morning: 9:30 – 11:30 AM<br>Afternoon: 1 – 3 PM  | Program Launch:<br>Owning your Career: Focus, Awareness & Agility               |
| Thursday, November 5, 2020<br>Morning: 9:30 – 11:30 AM<br>Afternoon: 1 – 3 PM | Savvy Relationships:<br>Expanding Your Influence and Increasing Your Impact     |
| Thursday, December 3, 2020<br>Morning: 9:30 – 11:30 AM<br>Afternoon: 1 – 3 PM | Developing “Brand You”: Confident. Visible. Vocal                               |
| Thursday, January 14, 2021<br>Morning: 10 AM – 12:30 PM                       | Bolstering Your Business Impact: Personally and Virtually                       |
| Tuesday, February 9, 2021<br>Morning: 9:30 – 11:30 AM<br>Afternoon: 1 – 3 PM  | Beyond Your Department:<br>Broadening Your Business Acumen                      |
| Thursday, March 11, 2021<br>Morning: 9:30 – 11:30 AM<br>Afternoon: 1 – 3 PM   | Change and Innovations: Your Career Catalyst<br><br>Skills review and Gradation |

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