



SUNY FREDONIA

Professional Development Center

“Office Conversations”

The goal of this program is to allow secretarial/clerical/keyboard specialists/clerks/administrative assistants the opportunity to get together, share ideas and work strategies, and learn more about each other and the university.



Discussion topics will range from basic technology tips, de-stress and de-clutter, “who is who and what we do” on campus, etc.

No RSVP required and attend when you can!

All meetings run from 3:00pm to 4:00pm in the Japanese Garden Room, 1st Floor Library

September 18

October 16

November 20

December 18

FOR MORE
INFORMATION

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