

Discover why *Business First* ranked us #1!
Get the training your organization needs
From *Columbus State Community College*

Dear Business Professional:

Recently Columbus State was named the number one computer training center by *Business First*, 2003 "Greater Columbus Computer Training Centers—Consumer" list. I've included a special copy of the list from *Business First* so you can see how well Columbus State rates among its competitors.

Over 3000 participants helped us earn that #1 spot. **But computer training is only a fraction of what we can do for your organization!** We also lead Central Ohio in programs like:

- **Leadership and Supervisory Skills Training.** We can teach your managers and supervisors how to understand your customers, communicate effectively with your employees, and understand the nuts and bolts of business.
- **Employee Development.** We can help your employees work more effectively by developing their verbal and written communications skills, managing their time, and coping with change.
- **Fluid Power.** We just added innovative programs in hydraulics, pneumatics and electronic controls to help you develop technicians from your current staff.
- **Customer Service.** Transform your workplace into a customer-focused organization through our unique four dimensions of customer service.
- **And More.** Job profiling, performance consulting, interviewing and hiring skills, accounting and finance, logistics, safety, and of course, computer training.

We bring all these services directly to your site and we tailor our programs to meet your organization's specific needs.

Call us today at 614.287.5000 and ask to speak with a Training and Performance Consultant about our contract training and consulting services.

Sincerely yours,



Aaron Minnick
Program Consultant

P.S. Check out the enclosed flyer for a special offer on our one-day Professional Development Seminars. Hurry—this offer expires on September 2!