Boost your career with the Midlands’ premier event for administrative and office professionals.

> Experience a day to re-energize yourself
> Discover new ways to maintain your overall wellness
> Learn new ideas to grow your career while managing stress

**The Administrative Professionals Conference**

**WEDNESDAY, APRIL 19 | 2017**

8 a.m. – 4 p.m.
Columbia Metropolitan Convention Center
1101 Lincoln Street
Columbia, South Carolina 29201

MIDLANDSTECH.EDU/adminconf2017
Course Code: CEADM 500 10

**KAY FRANCES | KEYNOTE SPEAKER**
Comedian, motivational speaker, and author

Includes FREE Continental Breakfast and Networking Luncheon!
Conference Agenda
WEDNESDAY, APRIL 19 | 2017

8 a.m. REGISTRATION AND CONTINENTAL BREAKFAST

9 a.m. WELCOME TO THE CONFERENCE
BECKY GARNETT | Program Director | MTC Corporate and Continuing Education
JUDI GATSON | News Anchor | WIS-TV | Conference Emcee

9:30 a.m. The Funny Thing About Stress
Kay Frances | Motivational Humorist

In this motivational and hilarious keynote, Kay’s humor combined with her expertise in stress management will not only offer useful information, but will show folks a rollicking good time in the process.

It’s a well-documented fact that people who manage their stress, maintain an optimistic spirit, and take care of their health are happier and more productive than those who don’t. In our frenzied world, folks need to be reminded of why these things are important. Kay Frances does this in a way that is second to none! She combines her years of standup comedy, her education, and her passion for wellness to offer a unique skill set not often found in one speaker.

It’s clean, relatable humor-with-a-message at its funniest. Your stress level will thank you!

10:15 a.m. REFRESHMENT BREAK

10:30 a.m. You Got This... I Promise!
April Lewis | Transformation Strategist | Owner of Team Healthy Living, LLC

April Lewis, a 2009 graduate of Midlands Technical College with a degree in Human Services, is known for being a dynamic speaker who motivates people to create the lifestyles they desire.

She is highly energetic, a realist about life, and an expert in the health and wellness industry. April has a gift for taking complex subjects and simplifying them so you are empowered and encouraged to change your life.

In this insightful and straightforward session about wellness and work, she will motivate the audience to begin their transformation to a healthier lifestyle before they leave the room! We all know we must eat healthy and be active, but how to do so with ease can be tricky. Fueled by her desire to make communities healthier, she welcomes you to Team Healthy Living!

11 a.m. STRETCH BREAK

11:15 a.m. Better Living Through Laughter
Steve Patterson | Speaker | Trainer | Author

The benefits of a good laugh last long after the physical act has passed. Most likely some of your favorite memories are the ones that include laughter. Laughter is a universal language and can be enjoyed and understood by everyone.

More and more, the prescription for those suffering from the ever-growing problems associated with the stressors of daily living could be a dose of laughter. Laughter is beneficial to our mental and physical health. If you fail to enjoy laughter, then you may be cheating yourself out of a great resource for a healthy life.

Steve Patterson, a proud University of South Carolina alumnus, is a noted speaker, trainer, and author. Specializing in incorporating wit into one’s professional and personal life, Steve was recognized as an ambassador of humor for his 30-plus years of helping others learn the many benefits of laughter and the magic of developing a comedic vision.
JUDI GATSON | EMCEE | SPEAKER
Back by popular demand, award-winning journalist and conference favorite, Judi Gatson of WIS-TV will emcee the conference.

In addition to her distinguished media career, Judi is an active leader in the Midlands community, working with organizations such as Healthy Learners, the United Way, and the Palmetto Center for Women.

12 p.m.  GREETINGS FROM THE COLLEGE
Dr. Ronald L. Rhames | President of Midlands Technical College

INVOCATION
Dr. Barrie Kirk | Vice President | Midlands Technical College
Corporate and Continuing Education and Marketing Communications

NETWORKING LUNCHEON
1:15 p.m.  Hello, Healthier Self (optional meditation time with April Lewis)
In this fifteen-minute guided meditation, April will bring your awareness to your breath and teach you how to remain present in the beautiful moments of life. You will silence the noise of the outside world and use visual imaging to see your healthier and happier self. You will be refreshed, renewed, and ready to walk in the newness of YOU.

1:30 p.m.  DOOR PRIZES AND ENERGIZERS

1:45 p.m.  Work/Life Balance
Judi Gatson
Join Judi as she shares personal experiences and tips on how to manage the balance we all need in our lives between our work/professional life and our personal/family life.

2:30 p.m.  BREAK

2:45 p.m.  CLOSING SESSION
The Funny Thing About Wellness
Kay Frances | Motivational Humorist
With Kay’s energetic, upbeat presentation, you’ll laugh while you learn without straining your brain. Kay learned the hard way by engaging in every unhealthy habit known to man before making her way back to good health and sanity. It was a long, winding, hilarious road! She doesn’t preach from an ivory tower, but rather relates her personal story as she became one of those people she used to hate: a health nut!

3:30 p.m.  DOOR PRIZES AND GRAND PRIZE DRAWING

4 p.m.  ADJOURN
The Administrative Professionals Conference

REGISTRATION INFORMATION
Early Bird rate through March 10 is $199; $239 after March 10. Group rate of $199 each for five or more registering at the same time. Group rate registration only available by phone.

Call 803.732.0432 or download the registration form at MIDLANDSTECH.EDU/adminconf2017
Course Code: CEADM 500 10

CONFERENCE FACILITIES AND PARKING
Your registration includes free parking at the Convention Center and in the City of Columbia garage directly across the street on the corner of Park and Pendleton streets. A parking pass will be included in your conference folder.

NETWORKING LUNCHEON
Unlike other conferences, your registration includes a luncheon so that you may network with your peers. Bring your business cards and make valuable contacts!

BRING NEW SKILLS AND KNOWLEDGE BACK TO YOUR WORKPLACE!