



**LEARNING LAB:
POWERPOINT - PRESENTING LIKE A PRO**

Presenter: Gina Parsons

July 17, 2018 9:00 am- 12:00 pm

Prerequisite: Advanced knowledge of Microsoft PowerPoint

Classroom: Hands-on Learning

Learning Guide Provided

Registration 

Delivering your presentation can be as simple or as complex as you make it. One of the scariest things about giving a presentation is ensuring that the equipment — both hardware and software — functions correctly when you're standing up in front of a live audience. Learn to control a presentation on-screen, jump to different slides, take notes during the meeting and package a presentation to use on another computer.

- Working with Media
- Adding Annotations to Slides
- Working with Hidden Slides
- Recording Slide Timings
- Recording with Voice Narration and Slide Timings (microphones needed)
- Configuring Advanced Presentation Formats

- Presenting Online
- Packing a Presentation

Member rate: \$59.99

Non-member rate: \$64.99



PERSONALIZED GRANT SUPPORT

Presenter: Charlotte Gill

July 18, 2018 10:30 - 11:30 am

Are you just beginning your organization's grant-seeking journey? Looking for guidance researching foundations? Need another set of eyes on that proposal? Maybe you are new to grant writing and not sure where to begin? Sign up for one hour of customized one-on-one support with our development expert.

Registration 

Member rate: FREE

Non-member rate: \$45

Become A Member of Nonprofits First

Members of Nonprofits First enjoy exclusive benefits designed to increase your capacity to serve the needs of your clients. In addition to the cost saving opportunities on all Nonprofits First services, members are part of a community of nonprofit professionals with a demonstrated commitment to the continued strengthening of our industry.

JOIN NOW 

Become a new member



WEBINAR: SPECIAL EVENTS SERIES SESSION 3 OF 3 - LEGAL ASPECTS OF FUNDRAISING

Presenter: John Foley, Esq.

July 18, 2018 10:00 am - 12:00 pm

Nonprofit organizations are always looking for ways to increase revenue and solicit more funds. The question is: Are the rules being followed? Florida has very specific rules regarding fundraising activities and serious penalties for violations. Join us for this informative webinar on the state and federal (IRS) rules for nonprofit fundraising and solicitation of donations.

Registration 

Member rate: FREE

Non-member rate: \$35



SIX STEPS TO MAXIMIZE YOUR PRODUCTIVITY WITH TECHNOLOGY

Presenter: Christina Lambert

July 19, 2018 1:00 - 2:00 pm

Today's professionals are busier than ever before. The average person receives hundreds of emails per day and it is only increasing. Implementing a system to organize and take control of your inbox, action items, meetings, and notes is essential to minimizing the potential for mistakes and increasing productivity.

Learn the basics of gaining control of your day through an interactive demonstration with Christina Lambert, digital productivity strategist for Productive Power. Christina provides actionable techniques for reducing the number of incoming emails, converting emails to action, and streamlining daily processes to save time.

Registration 

Member rate: FREE

Non-member rate: \$35



MEMBERSHIP ORIENTATION

Presenter: Shari J. Hanglan

July 20, 2018 11:00 am - 12:00 pm

Being a member of Nonprofits First provides a wealth of resources and tools. Existing members are invited to review member benefits and how to take advantage of them. New members are invited to an introduction on maximizing your benefits. Curious about membership? Join us for more information.

Members: FREE
Non-members: FREE

Registration 



CRITICAL THINKING

Presenter: Karen Erren

July 26, 2018 1:30 - 3:00 pm

Come learn how to create a culture of excellence through the six steps of critical thinking.

Member rate: FREE
Non-member rate: \$35

Registration 



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LEARNING LAB: MICROSOFT ONENOTE

Presenter: Diane Henderson

July 31, 2018 9:00 am- 12:00 pm

Microsoft OneNote lets you create and store notes in a convenient location, enabling you to find and use them simply. The organizational power of OneNote is essential to maintaining productivity.

Microsoft OneNote Class will cover:

- The Microsoft OneNote interface
- How to create a simple notebook
- How to create notes
- How to organize content and search for information in a OneNote notebook
- Integration of OneNote with other applications
- Using OneNote to share notes with other people

Member rate: \$59

Non-member rate: \$69

501(c)Jobs

Looking for a job in the nonprofit sector?
Visit www.501cjobs.org to view job postings,
submit an application, and attach your resume.



PERSONALIZED GRANT SUPPORT

Presenter: Charlotte Gill

August 1, 2018 10:30 am - 11:30 am

Are you just beginning your organization's grant-seeking journey? Looking for guidance researching foundations? Need another set of eyes on that proposal? Maybe you are new to grant writing and not sure where to begin? Sign up for one hour of customized one-on-one support with our development expert.

Registration ▶

Member rate: FREE
Non-member rate: \$45



ENNEAGRAM FOR LEADERS

Presenter: Aimee Bernstein

August 1, 2018 9:00 am - 12:00 pm

The Enneagram is an extraordinarily accurate tool for self-knowledge. It gives you a clear picture of how you presently function and reveals the heights that you are capable of achieving.

Personal Value: This program is for you if.....

- You are tired of repeating the same behaviors and getting the same results.
- You keep attracting people and situations that hurt or disappoint you.
- You have difficulty understanding and communicating with your friends, family or colleagues.
- You want to revoke the power of your less effective habits and build on your strengths.
- Your current level of success is not enough—you want more!
- You are ready to discover the next best version of who you truly are.

Registration ▶

Member Rate: \$88^{SEP}
Non-member Rate: \$100



MEMBERSHIP ORIENTATION

Presenter: Shari J. Hanglan

August 3, 2018 11:00 am - 12:00 pm

Being a member of Nonprofits First provides a wealth of resources and tools. Existing members are invited to review member benefits and how to take advantage of them. New members are invited to an introduction on maximizing your benefits. Curious about membership? Join us for more information.

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Members: FREE
Non-members: FREE



QUICKBOOKS MADE EASY

Presenter: Gregg S. Bossen, CPA
August 23, 2018 9:00 am - 4:30 pm

Generously hosted at the Literacy Coalition of Palm Beach County

Part 1:
Essentials only: *9 AM – 1 PM*
\$129

Part 2:
Beyond the Essentials only: *1:30 – 4:30 PM*
\$119

Part 1 & 2:
9 AM - 4:30 PM
\$169

Nonprofits First is bringing Quickbooks Made Easy to our area for a one-day, industry specific training. This course is designed for nonprofit professionals new to QuickBooks, as well as advanced Desktop users.

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STRATEGIC PLANNING, PERFORMANCE METRICS, & RISK MANAGEMENT

Presenter: Paul Hamaty
August 21, 2018 9:00 am - 12:00 pm

Calling all Boards of Directors, CEOs, and Executive Directors! Do you want to take your organization to the next level? Do you want to become more efficient and effective? Do you want to be more appealing to donors? If so, then you or someone in your organization need to attend these focused, one-hour sessions on strategy, metrics, and risk. Let me show you how to have the right focus and direction for your organization *[strategy]*, that you know how to measure

Registration

your success [performance metrics], and ensure that you really know what keeps you up at night [risk management].

At the end of these sessions, you will:

Understand the basic components of a strategic plan and its importance

Create SMART strategic goals

Understand the importance of performance measurement/monitoring

Create "Perfect" metrics

Understand the benefits of risk management

Know the types of risks and risk ratings

Completion certificate will be awarded to participants who successfully complete both sessions.

Member rate: \$39.99

Non-member rate: \$49.99



MOTIVATE YOUR DONORS TO GIVE

Presenter: Jeremy D. Morse

August 30, 2018 1:00 - 4:00 pm

Participants will learn key fundraising strategies that motivate individuals to act on behalf of a cause. The workshop will provide detailed instruction on how to communicate mission in a way that connects emotionally with potential donors. Participants will explore these concepts using practical exercises and will learn how to develop effective messaging for their own causes. These communication strategies will ensure fundraising campaigns produce results.

Member rate: FREE

Non-member rate: \$35

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