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September 27, 1993

**Staff
Anniversaries**

Congratulations to the following staff members who last week celebrated various anniversaries with the Institute:

		Anniversary
Mely Tan	Receivables	20th
Emma Carlson	CPE Materials Management	17th
Mary Remo-Bobe	Order	14th
Carolyn Clement	Customer Service	8th
Jeryl Costello	Production - Periodicals	8th
Gary Morales	Office Facilities	7th
Kelley Stevens	State Legis. & Legis. Relations	7th
Desiree Galashaw	Quality Review	6th
Gregory Anderson	Printing Services	5th
Rosalynd Rambert	Academic & Career Development	5th
Irving Valentine	Distribution Services	5th

Please Welcome

Brian Katz - Senior Accountant - Accounting. Before joining us, Brian worked for TV Guide Magazine as a General Ledger Accountant.

Julianne Lewis - Production Associate - Promotions. Julianne joins us from Marine Log Magazine where she worked as an Assistant Editor/Promotions Assistant.

Weight Watchers!

We are happy to announce that our New Jersey Weight Watchers At-Work Program will continue for another 10 weeks!

The meetings will be held every Tuesday beginning October 5th. Weekly meetings will be held in Conference Room 1 on the 2nd floor from 12 p.m. to 1 p.m.

There is still time to join if you are interested. Please contact Kimberley Hines on X3350.

**TRAINING
UPDATE**

There are still some spaces available in October's training schedule, so check your calendar and consider the following courses----->

Investment in Excellence Wednesday October 20th - Friday October 22nd; 9am -5pm

This powerful three-day program will help you learn that you have an unlimited potential of development, but you may limit yourself by the way you think. You will learn the process of thought and how habits and attitudes condition your behavior. You will learn practical tools to bring about desired changes in your life. This program will help you reach new levels of success in your personal and professional lives.

Who should attend: All staff should attend, although attendance is voluntary.

Congressional Insights Monday October 11th; 9am - 1pm

Through a dynamic and enjoyable role playing/computer simulation exercise, participants will learn how the political process works and the challenges and pressures faced by lawmakers. Participants will assume the role of a freshman member of Congress, with choices to make and consequences to face. This session will also provide an overview of the advocacy role the AICPA plays for its members in federal and state legislative affairs. The program will highlight the current legislative issues which affect Institute members as well as describe the political environment for those issues.

Who should attend: Staff who work directly with committees and need to have a better understanding of the legislative/political process and the advocacy role AICPA plays for its members.

Presentation Skills Wednesday October 13th; 9:00 am to 5:00 pm

This seminar is a "nuts-and-bolts" review of effective presentations. During the program, presentations will be video-taped and followed by written and oral feedback from other participants and one-on-one critiques with the lead instructors. While the majority of the program will be devoted to practicing basic instructional skills, the seminar also includes "tips" for using effective platform skills and audiovisual aids.

Who should attend: Employees whose jobs require them to make presentations and/or lead seminars.

FASB Update Thursday October 14; 9:30 am to 4:30 pm

The FASB staff will present an update on recently issued FASB announcements and on important projects in process. Topics include fair value disclosures, accounting for debt and equity investments, asset impairment, consolidations, and stock compensation. The new not-for-profit pronouncements will also be discussed.

Who should attend: Technical staff who deal with accounting and financial reporting matters.

Anyone wishing to register for any of these classes should call Gaby Ulloa on extension 6180 and forward a completed training request form immediately.