

Hilarious! Riveting! Life-changing! Thought-provoking! Absolutely Perfect!



Laura Finney, Speaker ~ Author

Administratively Speaking

Helping people bring their finest, best & happiest self to work and life!

Your Challenge

You want your event to be **extraordinary** in every way. You want your attendees to be totally **engaged** from beginning to end, to **laugh**, cheer and be **THRILLED** with the **value** they are receiving. You want them to leave inspired, **motivated**, re-energized and equipped to take total charge of their own good **health and happiness**...

Your Solutions

A funny, fun, "**meeting planners' dream come true**" speaker who will customize her presentation to meet YOUR objectives and needs. Just tell her what you want to accomplish and she will work with you to make that happen. To make the point that we can truly turn any negative into a positive, she will share her related "office mishaps" experiences that all Administrative Professionals can relate to.

Whatever it takes, Laura will give people a one-of-a-kind experience that will leave them changed forever - for the better.

Rave Reviews

"Good presentation, **high energy**."

"She is a **detailed and committed professional** that approaches every project with a We Can Do That! attitude."

"The material presented was **great**. It has given me some ideas to help make my job better."

"The Stepping Up To Leadership presentation helped to fill all of our **leadership** positions."

"**Awesome** speaker!"

Laura is Ideal for: Office Training and Development, Leadership Retreats, Conferences, Seminars

REQUEST LAURA TODAY
404.369.0676

lfinney@laurafinneyenterprises.com

"Laura is a **phenomenal** speaker! As a result of her insight, I have exceeded my professional goals."

~ Sr. Executive Staff Assistant to the President & CEO, Georgia System Operations

Most Requested Programs Include

- 5W's of Communication: How to Communicate with Confidence and Ease
- Defining Your Leadership Style and Stepping Up To Leadership
- Admin vs. Meeting Planner: Managing Dual Careers within the Workplace
- Project Management for Administrative Professionals
- Public Speaking Skills for the Administrative Professionals

...and other titles created to match your theme or objectives



Some of Laura's Happy Clients

- Georgia Power
- Institute of Nuclear Power Operations (INPO)
- National Association of Legal Secretaries (NALS)
- University of Georgia
- Georgia System Operations
- Alabama Power
- Georgia Tech Institute of Technology
- IAAP (National chapters include Cherokee Rose, DeKalb, AGL Resources, GA Cloud Atlanta, Gasden Alabama, Heart of Peachtree, Cobb County, Dogwood)
- National Sales Network (NSN)

LAURA FINNEY has an Administrative career that spans over 30 years. As a business owner, Laura can balance business expectations by experiencing and understanding the administrative processes that are required to produce productivity and profits. She is passionate and committed to help people live happier, and have a fulfilling career. She's also the author of the **Project Management for Administrative Professionals** (an Ebook).

She has given hundreds of presentations and speeches to administrative professionals worldwide.

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