



ASSOCIATION OF ADMINISTRATIVE PROFESSIONALS

Barrie-Simcoe Branch Meetings & National Webinars 2020 - 2021

Barrie-Simcoe Meetings:

- **CALENDAR OF EVENTS – 2020-2021 BARRIE-SIMCOE BRANCH (2020/21– virtual meetings)**
 - **November 26th – 6:00 – 7:00 pm** – Meet & Greet Social! A Virtual Meeting with the Barrie-Simcoe Executive, a fun meet and greet for members to meet the Executive, ask questions, make suggestions, and take part in some fun ice-breakers.
 - **April 2021 -- AGM & PD DAY** (Dates TBD)
 - **May 26-29 -- PEI Annual Meeting and Conference** hosted by National and the Moncton Branch

Barrie –Simcoe County Branch contact for any questions/feedback: aap.barrie-simcoe.president@canadianadmin.ca.

National Webinars for Members:

National website: www.canadianadmin.ca

September 17	3:00 – 4:30 p.m.	<i>Event Blueprint Series - Set Your Foundation - Project Research + Strategy</i>	Lisa Gareau, Candy Event Consulting
September 21	7:00 – 8:00 p.m.	<i>G-Suite Productivity Series Docs, Sheets & Slides Tips & Trick</i>	Sandra Eamor, All About Systems, Inc.
October 7	7:00 - 8:30 p.m.	<i>Social Media Platforms - How to choose the right one for your company?</i>	Bob Minhas, The Expert's Expert
October 13	7:00 – 8:00 p.m.	<i>Asana 101 Project Management on the Cloud</i>	Sandra Eamor, All About Systems, Inc
November 4	12:30 – 1:30 p.m.	<i>Communications & Technology – Your Best Virtual Self</i>	Emma Reynolds, Producer and Speaker Coach
November 17	7:00 - 8:30 p.m.	<i>Microsoft Office Productivity Series - Power of OneNote Made Easy</i>	Dawn Bjork, The Software Pro
November 19	3:00 - 4:30 pm	<i>Event Blueprint Series - Frame Your Event Experience - Event Planning + Logistics</i>	Lisa Gareau, Candy Event Consulting
December 02	12:00 - 1:00 pm	<i>3 Elements to Improving Your Ability to Positively Influence</i>	Glynis E. Devine, Currency-Driven Leadership Expert
December 08	7:00 – 8:00 pm	<i>G-Suite Productivity Series – Google Forms</i>	Sandra Eamor, All About Systems Inc.
December 15	7:00 - 8:30 pm	<i>Microsoft Office Productivity Series - Word - Simplify & Organize Long Documents</i>	Dawn Bjork, The Software Pro
January 19	7:00 - 8:30 pm	<i>Microsoft Office Productivity Series - Outlook Productivity Tips & Techniques with Calendar, Tasks and More</i>	Dawn Bjork, The Software Pro
January 21	3:00 - 4:30 pm	<i>Event Blueprint Series - Fill Your Room With Friends - Marketing + Communications</i>	Lisa Gareau, Candy Event Consulting
February 4	3:00 – 4:30 pm	<i>AAP TRIFECTA PANEL – Back by Popular Demand</i>	Rhonda Scharf, Beverley Beuermann-King and Glynis E. Devine
February 16	7:00 - 8:30 p.m.	<i>Microsoft Office Productivity Series - Excel - Pivot Tables</i>	Dawn Bjork, The Software Pro
March 16	7:00 - 8:30 p.m.	<i>Microsoft Office Productivity Series Spark Presentation Magic by Increasing Engagement with PowerPoint</i>	Dawn Bjork, The Software Pro
March 18	3:00 - 4:30 pm	<i>Event Blueprint Series Express Your Event Purpose - Creative Services + Support</i>	Lisa Gareau, Candy Event Consulting

Other Branch Webinars:

November 12	7:00 - 8:30 p.m.	<i>Breaking Through Limitations (Hosted by Toronto Charter Branch)</i>	Karlene Millwood
March 24	7:00 - 8:30 pm	<i>Q & A Panel (Hosted by Toronto Charter Branch)</i>	Gorett Reis, Katherine Vaillencourt AAP National President, and Vidya Espinet