



**Mark your  
Calendars!**

**December 14**  
Awards Breakfast  
at Maggiano's

More to come on  
this special  
event.

**Job Postings  
Are Now  
Available  
Online!**

[http://www.astd  
tn.org/resources](http://www.astdtn.org/resources)

This month 12  
Job Postings are  
featured – take a  
look!



## **Thursday, November 16, 2006**

Two good reasons to reserve Thursday,  
November 16, 11:30 – 1:00 on your calendar:

1. A special joint luncheon meeting with MT-SHRM.
2. Voting for the 2007 Board of Directors will take place at this meeting. You must attend to vote!

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### *Mentoring Programs Explored* A Joint Meeting and Luncheon with MT-SHRM

**WHEN**

**Thursday, November 16, 2006 11:30 AM - 1:00 PM**

**WHERE**

Millennium Maxwell House Hotel  
2025 Metrocenter Blvd.  
Nashville, TN 37228

**Meeting Registration fee includes buffet lunch**

Active Members	\$25.00
Guest Fee	\$30.00
Student Guest Fee	\$ 5.00

**Panelists: Pat White, Spectrum Group,  
Brenda Hunter, Tennessee State University, and  
Ann Pruitt, Dell Corporation**

Mentor programs will be discussed from both theoretical and practical perspectives as panelists share their experiences with mentoring programs in their organizations and discuss how different programs are used and implemented. The positive impact mentor programs can have within an organization will be fully explored.



## Deadline for Golden Torch Award Nominations Has Been Extended to Monday, November 13

Do you know of an individual, team or organization who has produced extraordinary results this year, contributed to our chapter, served our community, created a new tool, assessment, model or had a breakthrough in technology? If so, please consider nominating them for our chapter's Golden Torch Award.

The categories for nomination include:

- Achieving Results
- Chapter Service
- Community Service
- Innovation in Practice
- Technology

The date to submit a nomination form has been extended to **Monday, November 13**. Please contact Dayle Savage at [dayle.savage@vanderbilt.edu](mailto:dayle.savage@vanderbilt.edu) for more information and a nomination form. Please include ASTD Golden Torch in the subject line of your e-mail.

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### President's Message

*Dear ASTD Friends,*

For most of us, November feels like the beginning of a marathon that lasts until the end of the year. The addition of the holidays (and all they encompass) often puts us over the edge. We are all "too busy!" We work hard, we have enormous "to-do" lists, and most of the time we feel slightly "inadequate" because at the end of the day there is still so much more to accomplish.

We return all the calls we can, and yet there are still more messages waiting on our desks. We deal with all the email we can, and our inboxes are still full. We go to the meetings, we do the paperwork, we run the errands, and at the end of the day, we try to spend quality time with loved ones. Sometimes it just seems like TOO MUCH! (Ever been there? Done that? Of course you have!)

So, in the midst of the "have-to's," what happens to our "want-to's?" We want to build our businesses. We want to exercise more, we want to take the kids to a ball game, and we want to relax! We want to make things better, take a vacation, read a book, or pursue a favorite hobby.

Now - just to rub a bit of salt in the wound - here's the really painful part: The rich DO all the things we want to do! No one sees Donald Trump running to catch an elevator. Oprah Winfrey gets to go to the parties, has time to exercise (with her personal trainer) and vacation around the world. Bill Gates takes a vacation every 3 months! How do these super-stars do it?

The answer is super-productivity, what I call MAXIMUM RESULTS with minimum time and effort. What are the secrets? How (exactly) can we do it?

That's our challenge, and fortunately, the answers are available. I offer them up as a reminder as we go into this super charged season. [President's Message, continued](#)



**Pat White**

**2006 ASTD-MDTN  
President**

***This is your  
chapter – the  
Middle  
Tennessee  
Chapter***

Our Chapter Number is **CH4072**. Please use this number when ordering from the ASTD website – the chapter receives a small percentage of your purchase price.

## **President's Message, continued**

Here are the six basic elements super-achievers use to achieve MAXIMUM RESULTS with minimum time and effort:

- 1. Clear VALUES.** They know what's important, and what is trivial. They understand that some of our "have-to's" are simply an illusion. Some things are not as important as they seem. The key is knowing what to do and what not to do.
- 2. Clear PRIORITIES.** In any given moment, there is only ONE thing that needs your time/attention/energy MOST. That ONE thing will bring results, will move you forward, should be done, and everything else should be delegated or set aside.
- 3. Clear FOCUS.** Whatever you do, do it with all your heart. Do it efficiently. Do it skillfully. Super-achievers are not confused or distracted. FOCUS on one thing at a time.
- 4. Clear CHOICES.** They know where their unique abilities should be applied and how to delegate everything else. They make decisions knowing they have limited time, energy and skills, and they make careful choices to get MAXIMUM RESULTS. We can, too.
- 5. Clear BOUNDARIES.** Super-achievers are not interrupted. They do not work in chaos.
- 6. Clear OUTCOMES.** They are precise about what they want, and settle for nothing less. They know exactly which results they need to move them forward, and they keep track. As Peter Drucker said, "what gets measured, gets done!"

There is no mystery to getting more done. Each of us has the same amount of time each day. We have about the same amount of energy, but fortunately, we all have enormous potential. The difference between the super-achievers and the rest of us is a set of skills! As trainers, we know how to build skills.

As you go into this busy season, make time for the important things. Certainly attending our joint meeting with SHRM this month is a way to build your network. The lunch will also add to your understanding about how to bring mentoring programs into your organization (or one you may consult to). Hope to see you there!

Happy training!

***Pat White***

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## **Websites of the Month: Mentoring**

***National Women's Business Council***

<http://www.nwbc.gov/Mentoring/default.html>

***The Wall Street Journal Career Network – Tips for developing a mentor***

program: <http://www.careerjournal.com/hrcenter/astd/primer/20000428-astdprimer-lindenberger.html>

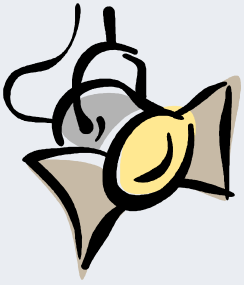
***The Coaching & Mentoring Network:***

<http://www.coachingnetwork.org.uk/Default.htm>

Got an interesting site you'd like to share? Let us know! E-mail

[info@astdtn.org](mailto:info@astdtn.org)





### **Spotlight: Volunteer Opportunity**

Habitat For Humanity & ASTD Mid-TN are partners in education. For more information on how you can volunteer your training expertise, contact:

**Ellen Hingst**

*Family Support Director, Education*

Phone: 615.254.HOME ext. 230

Email: [ehingst@habitatnashville.org](mailto:ehingst@habitatnashville.org)

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