

# NO POTENTIAL LOST<sup>®</sup> MULTIMEDIA SERIES

## WINNER OF 1996 SILVER CINDY<sup>™</sup> AWARD

This is a flexible interactive multimedia tool which gives everyone in your organization easy access to integrated, standardized learning as often as needed. It responds to a new generation of learning in which multimedia is the standard, and provides an environment that meets all of our different learning styles. This multi-layered material can stand on its own or complement existing learning objectives.



- Effective learning through interactive multimedia learning tools: video, graphics, animation, sound and text
- Simulated work situations to increase awareness, develop skills and apply problem-solving techniques
- Motivates employees, managers and leaders to take responsibility for personal, interpersonal and organizational effectiveness
- Maximizes potential: improves customer and employee relations, increases creativity and innovation, and prevents costly losses at all levels
- Illuminates the crucial organizational issue of how diversity, relationship and cultural dynamics affect performance related energy in the workplace

## CONTENTS

Pg.1 Key Concepts

Pg.2 Overview of the Series

Pg.3 Benefits and Features

Pg.4 Examples from the Interface

Pg.5 *Personal Effectiveness* Disc

Pg.9 *Interpersonal Effectiveness* Disc

Pg.13 *Organizational Effectiveness* Disc

Pg.17 Fully Supportive Participant Guide

Pg.18 Installation Instructions & System Requirements

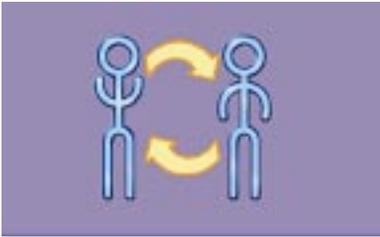
Pg.19 Preview & Ordering Information

# KEY CONCEPTS OF *NO POTENTIAL LOST*<sup>®</sup>



DIVERSITY

Diversity brings new ideas, experiences, perspectives, etc., to individuals, teams and organizations. It includes all the ways in which we are different (race, gender, thinking styles, work functions, age, etc.). Differences add value to the workplace and increase performance related energy, creating opportunities at the personal, interpersonal, and organizational levels. *No Potential Lost*<sup>®</sup> demonstrates to the participant the opportunities and challenges that relating across difference brings. This multimedia series teaches skills to decrease the diversity noise that sometimes comes with differences (sexism, racism, assumptions, bias, ageism, etc.). Diversity is approached from personal, interpersonal and organizational perspectives in the series.



RELATIONSHIP

Building relationships across differences allows individuals, teams, and organizations to perform to their fullest capacity. *No Potential Lost*<sup>®</sup> helps participants build authentic work relationships across differences through a multimedia learning experience. This series deals with depleting and enhancing relationship challenges in the workplace (conflict, trust, participation, openness, collusion, discrimination, control, manipulation, mistrust, etc.). Work relationships are approached from personal, interpersonal and organizational perspectives in the series.



CULTURE

Cultural contrasts are a real challenge in the multicultural and global workplace, creating both opportunities and barriers. *No Potential Lost*<sup>®</sup> provides the opportunity for learners to understand the challenge of culture in the workplace. Participants are motivated to respect cultural differences. Individuals are encouraged to ask cultural questions of themselves and assess whether "cultural ways of being" may be leading to misunderstandings or miscommunication. *No Potential Lost*<sup>®</sup> illustrates how we operate from within our own "cultural bubbles." Culture is approached from personal, interpersonal and organizational perspectives in the series.



ENERGY

Participants will begin to understand how diversity, relationship and cultural patterns impact performance related energy in the workplace. Participants will begin to actively manage dynamics that affect potential, and thereby improve customer and employee relations, increase creativity and innovation, and prevent costly losses at all levels.

# OVERVIEW OF THE *NO POTENTIAL LOST*<sup>®</sup> SERIES

## PERSONAL EFFECTIVENESS



*Personal Effectiveness* takes participants on a journey exploring personal effectiveness and responsibility for one's own performance. Participants identify personal challenges in the workplace and learn how diversity, relationship and cultural dynamics can impact effectiveness. The disc is filled with:

- awareness opportunities, useful information, & skill-building exercises with feedback and application of personal patterns in video dramas and real-life work situations;
- opportunities for participants to understand how performance related energy can be affected by their own personal patterns;
- voices from the field—a collection of “voices” (diversity experts, champions and other people in today’s workplace) sharing their personal stories;
- suggested readings, off-line activity opportunities and other print-based materials for the ongoing learning process; and
- opportunities for participants to learn on their own time and in privacy.

## INTERPERSONAL EFFECTIVENESS



*Interpersonal Effectiveness* focuses on the dynamic space between people. It explores dynamics in the workplace that affect coworkers, teams and customer relations. *Interpersonal Effectiveness*:

- highlights diversity, relationship and culture in achieving higher performance;
- focuses on team-building, conflict management and building trust in the multicultural and diverse workplace;
- furthers the ongoing learning process (providing users with a series of self-guided quizzes and activities);
- motivates mutual responsibility for ensuring interpersonal effectiveness; and
- allows electronic collaboration and communication, as well as use of the program in small groups.

## ORGANIZATIONAL EFFECTIVENESS



*Organizational Effectiveness* takes participants on an interactive multimedia “walkabout” through a simulated organization. It explores organizational responsibility for creating effectiveness. Participants can:

- assess the systemic nature of organizational challenges in a simulated organization, making choices to transform work-related energy into higher performance;
- learn about the bottom-line need for change and how diversity, relationship and culture are a competitive advantage; and
- learn to think systemically and ask and find answers to strategic questions like: Why change? What are the barriers and opportunities? Who is responsible for change? How to go about change?

# ***NO POTENTIAL LOST<sup>®</sup> BENEFITS & FEATURES***

## **BENEFITS**

- Significant time saving and cost-effectiveness (cuts conventional training in half)
- Appeals to many styles of learning by using:
  - ✓ video          ✓ graphics          ✓ animation
  - ✓ audio          ✓ text                ✓ explorational interfaces
- Can be used for:
  - ✓ group training sessions          ✓ small work groups
  - ✓ individual work stations
- Can be easily used for multimedia presentations and training
- Can be used as an overhead tool for classroom training and meetings
- Reduces out-of-office training travel costs and time
- Interactive multimedia material:
  - ✓ allows greater flexibility          ✓ enhances the learning process
  - ✓ increases training results
- Material can be easily incorporated into existing training interventions
- Ongoing and self-paced learning
- Meets the needs of a new generation of learners for whom multimedia is standard
- Random access allows participants quick access to any material on the discs

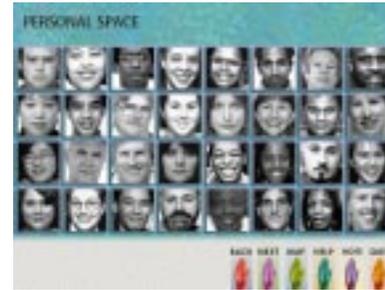
## **FEATURES**

- Award-winning quality interactive multimedia learning tool with engaging graphic interfaces
- Participant notepad for feedback and electronic collaboration
- Extensive resource section with perusal and print-out capabilities
- Learning activities with built-in facilitation
- Skill-building and problem-solving activities
- Interactive learner map for easy access to all activities on disc
- Bookmark and tracking features
- Data collection, analysis and report-writing feature
- Sound learning and instructional design qualities

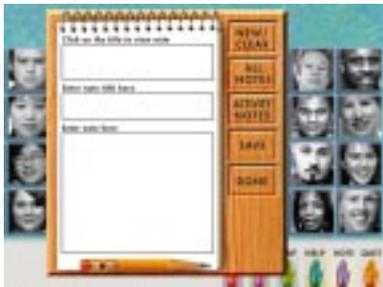
# EXAMPLES OF FEATURES & INTERFACE DESIGN



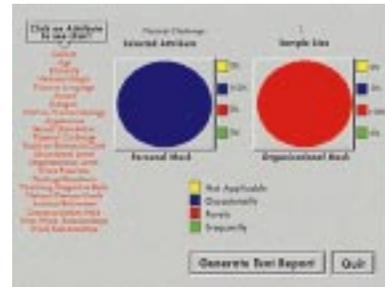
**TOOLS FOR ASSESSING VIDEO  
ROLE-PLAYS  
& TESTING UNDERSTANDING**



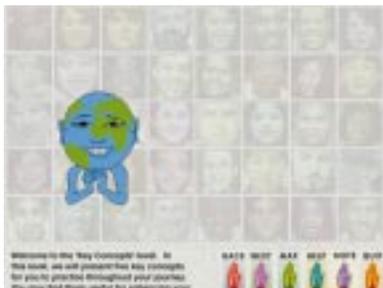
**INTERACTIVE AWARENESS  
ACTIVITIES**



**NOTEPAD FOR FEEDBACK &  
ELECTRONIC COLLABORATION**



**TRACKING & DATABASE  
CAPABILITIES**



**ON-SCREEN ANIMATED  
FACILITATOR**

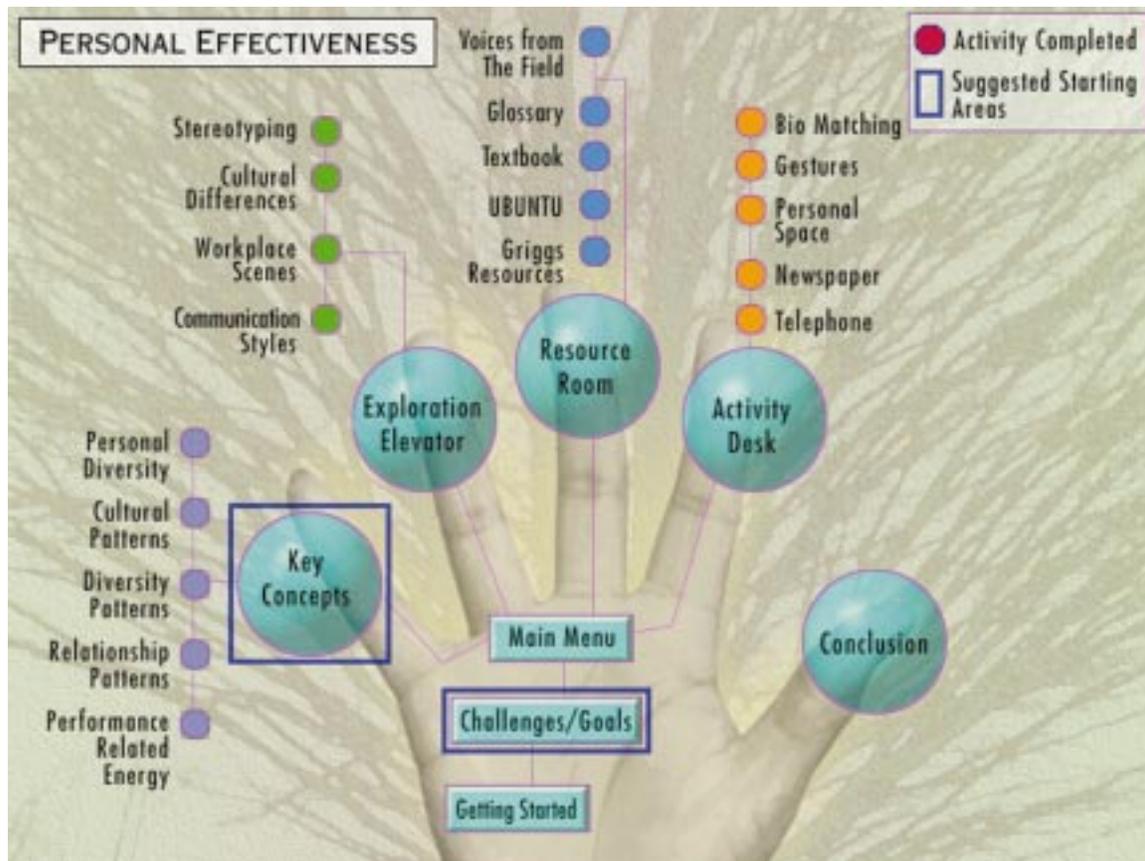


**VIDEO DRAMAS**

## NOTES TO TRAINERS & FACILITATORS:

- An excellent interactive multimedia training tool for both learner and instructor
- Designed for individual or group use
- Features that make it an excellent tool for facilitators and trainers
- A presentation tool, and the base for interactive classroom exercises
- A way to reduce costs and ensure consistent delivery of training
- Everyone has access to self-paced learning when they need it
- Facilitators can bring together all learners' comments and collaborate electronically

# PERSONAL EFFECTIVENESS - MAP INTERFACE

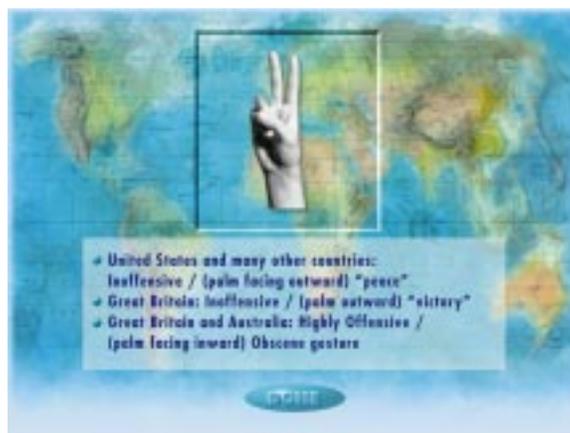


Map allows easy access to activities on the *Personal Effectiveness* disc.

# SAMPLES OF PERSONAL EFFECTIVENESS ACTIVITIES AND INTERFACE



**Biography Matching**



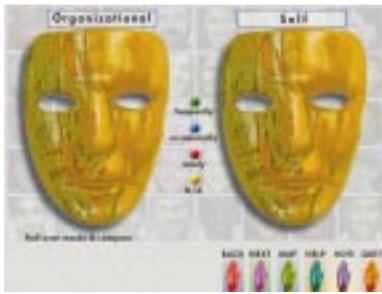
**Global Gestures**



**Message Board for Easy Access to Key Concepts**



**Voices from the Field**



MASKING INTERFACE

*Personal Effectiveness* takes participants on an interactive multimedia learning journey that explores personal effectiveness and responsibility for one's own performance. Participants can identify personal challenges they face in the workplace and learn how diversity, relationship and cultural dynamics can impact their effectiveness. They explore and begin to understand how performance related energy can be affected by their own personal patterns. The disc is filled with awareness opportunities, useful information, skill-building exercises and application of personal patterns in real-life video dramas.

### CHALLENGES/GOALS

Participants identify personal challenges and desired goals and learn how diversity, relationship and cultural dynamics impact their challenges.

### KEY CONCEPTS

#### Personal Diversity (Masking)

Participants create an on-screen personal diversity profile and can contrast this with their perception of how their organization sees and values their diversity dimensions.

#### Cultural Patterns

Participants begin to understand the concept of culture, becoming aware of their own and different cultural ways of being.

#### Diversity Patterns

Diversity noise (racism, sexism, assumptions, prejudices, judgments, etc.) hinders personal effectiveness. This activity helps participants understand the concept of differences, increase their awareness of how diversity noise affects their perceptions of others, and learn skills to manage their own diversity noise.

#### Relationship Patterns

Participants begin to understand their own personal patterns of relating, acquiring skills to manage depleting relationship patterns (mistrust, control, manipulation, etc.) and increase enhancing patterns (facilitation, trust, openness, etc.) that impact their personal effectiveness.

#### Performance Related Energy

Different real-life video dramas help participants discover whether their energy is used for a higher outcome or wasted on depleting work patterns.

### EXPLORATION ELEVATOR

#### Floor 1 - Stereotyping

Through simulated workplace scenarios and follow-up questions, participants learn how to recognize and change stereotyping behavior that depletes work energy.

#### Floor 2 - Cultural Differences

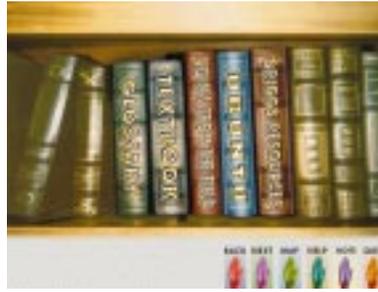
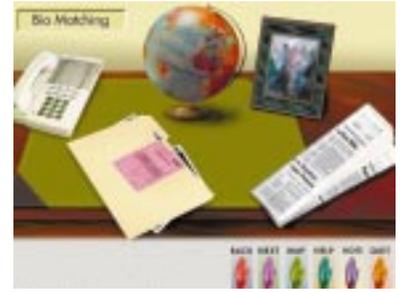
Participants explore how cultural differences can affect how people give and receive feedback. Participants receive guidelines and skills to help them understand and manage cultural contrasts.

#### Floor 3 - Workplace Scenes

Participants are given an opportunity to test their assessment skills and identify how diversity, relationship and cultural dynamics affect performance related energy in three different video scenarios.

#### Floor 4 - Communication Styles

Through an interactive "video-phone," participants explore different communication styles and acquire basic skills to improve their personal effectiveness.

**EXPLORATION ELEVATOR****RESOURCE ROOM****ACTIVITY DESK**

## RESOURCE ROOM

### Voices from the Field

Participants have access to a collection of “voices” such as diversity experts, champions, and people in today’s workplace.

### Glossary

Participants have access to an on-screen glossary of terms used in this disc.

### Textbook

Participants have access to suggested readings, off-line activities, exercises, and other print-based materials to support ongoing learning.

### UBUNTU

Participants are introduced to the African philosophy of UBUNTU and its connections to the learning process.

## ACTIVITY DESK

### Newspaper

Participants learn ways to change personal behaviors to prevent a hostile work environment and prevent the downward slide to sexual harassment.

### Personal Space

This exercise has participants assess how comfortable they feel with people’s physical differences and how this comfort level affects their sense of personal space.

### Biography Matching

This activity challenges participants to make and question their assumptions, and teaches them how making assumptions impacts their personal effectiveness.

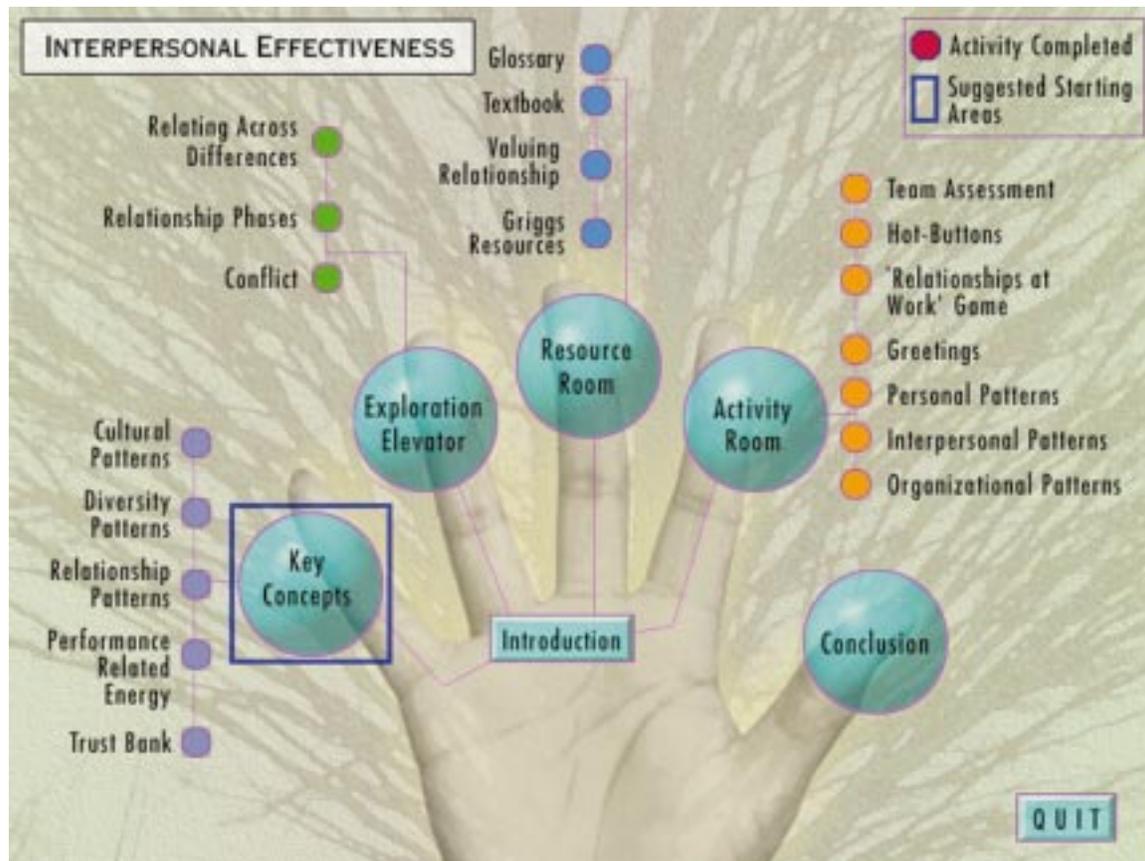
### Global Gestures

Participants explore global hand gestures and their meanings and receive guidelines about nonverbal communication.

### Telephone

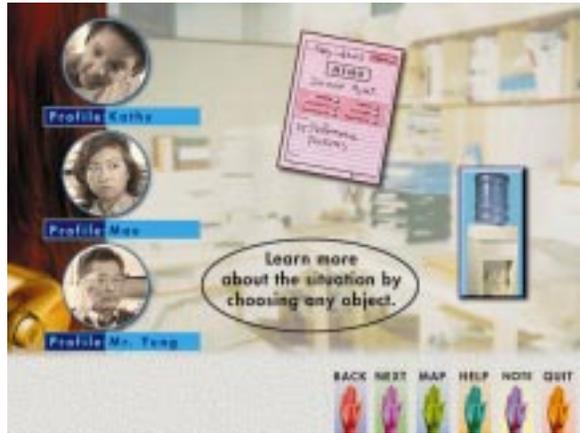
Participants learn that people have different perceptions about telephone versus face-to-face communication, and that being flexible about communication methods can increase personal effectiveness.

# INTERPERSONAL EFFECTIVENESS - MAP INTERFACE



Map allows easy access to activities on the *Interpersonal Effectiveness* disc.

# SAMPLES OF INTERPERSONAL EFFECTIVENESS ACTIVITIES AND INTERFACE



**Exploration Elevator -  
Relating Across Differences**



**Hot Buttons**



**Key Activities**



KEY CONCEPTS INTERFACE

*Interpersonal Effectiveness* takes participants on a journey that explores interpersonal dynamics in the workplace (coworkers, teams, customer relations). The focus is on taking mutual responsibility for ensuring interpersonal effectiveness. The participant explores the role of diversity, relationship and culture in achieving high performance in work relationships and teams. This interactive multimedia learning experience deals with team-building, conflict management and building foundations of trust in the multicultural and diverse workplace.

## KEY CONCEPTS

### Key Concepts Introduction

Participants begin to understand that people are mutually responsible for creating enhancing or depleting patterns in coworker, team and other interpersonal work situations. Effectiveness is a mutual responsibility.

### Cultural Patterns

Participants gain an understanding of the concept of culture from an interpersonal perspective. Cultural differences can create miscommunication (preventing the opportunity for cooperation) unless understood and managed.

### Diversity Patterns

Diversity noise (racism, sexism, assumptions, etc.) can deplete the performance related energy in coworker, customer, team and other interpersonal work situations. Participants learn how valuing and managing differences can be an opportunity.

### Relationship Patterns

Interpersonal interactions have the potential to be a barrier or an opportunity for workplace effectiveness. Participants recognize that relationship patterns directly affect coworker and team productivity.

### Trust Bank Activity

Trust and cooperation are essential for higher performance and impact the potential effectiveness of work relationships. This activity links diversity, relationship and cultural patterns to levels of trust in the workplace.

### Performance Related Energy

Coworkers, teams and other interpersonal work relationships create the opportunity for synergy. Participants assess a simulated interpersonal work situation and learn to recognize patterns that increase and decrease interpersonal effectiveness.

## EXPLORATION ELEVATOR

### Relating Across Differences

Participants are asked to assess a workplace scenario. After receiving guidelines and information, they reassess the same situation with 'new eyes,' challenging their original assumptions.

### Phases of Building Relationship

Work relationships move through different phases before they stabilize and perform (pre-relationship, initiation, conflict, negotiation, and high-performance). Participants observe behaviors that characterize each phase and learn basic guidelines to move effectively through each phase.

### Conflict Floor

Conflict is a normal and a necessary phase in building authentic work relationships. Participants learn skills (facilitation, conflict resolution, feedback, and communication) to manage conflict and increase effectiveness across differences, and begin to see conflict as an opportunity.

**TRUST BANK ACTIVITY****GREETINGS ACTIVITY****RELATIONSHIPS AT WORK GAME**

## RESOURCE ROOM

### Glossary

Participants have access to an on-screen glossary of terms used in this disc.

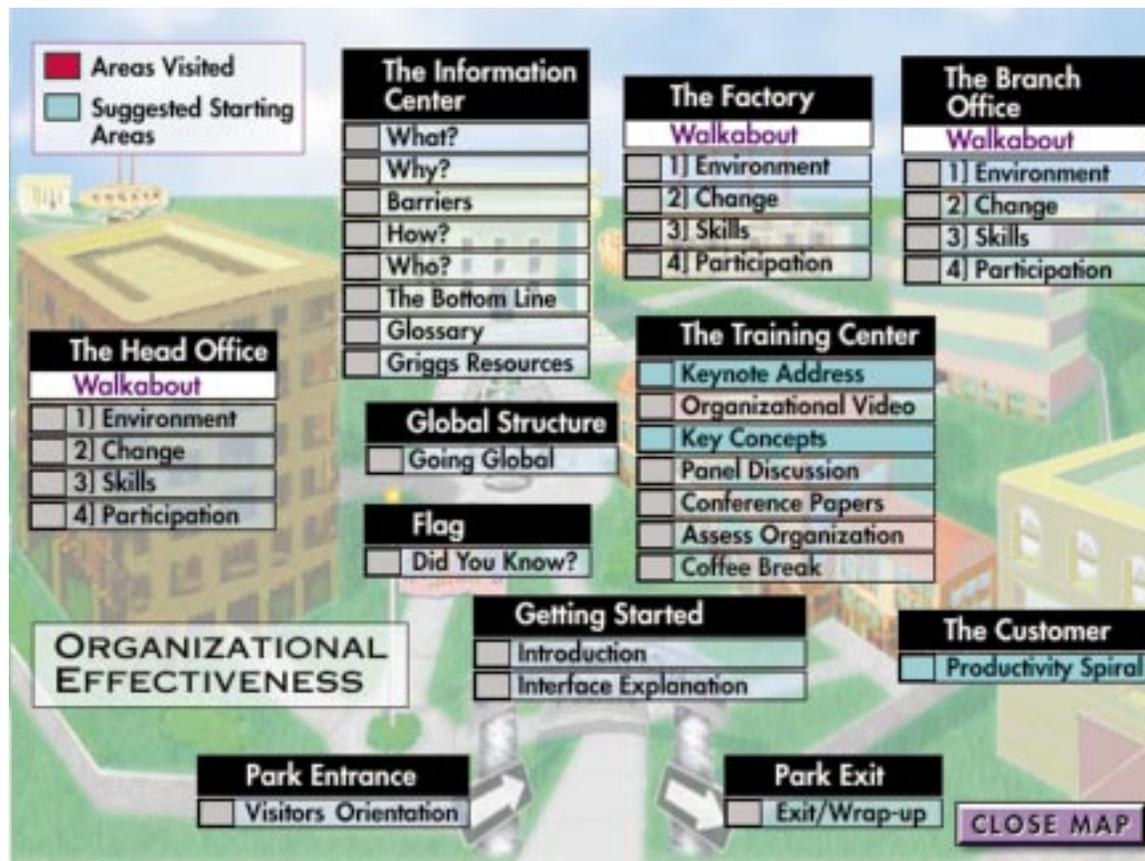
### Textbook

Participants have access to suggested readings, off-line activities, exercises, and other print-based materials to support ongoing learning.

### Work Relationships

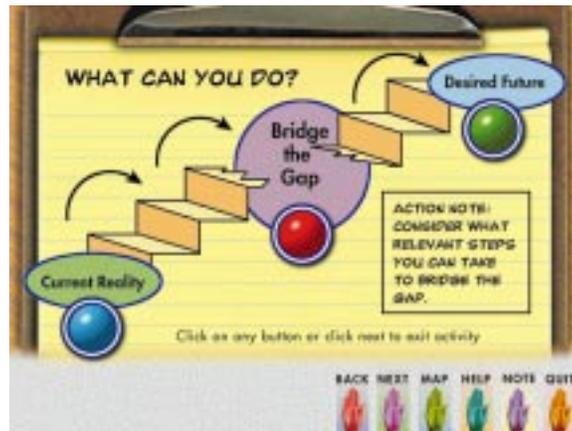
Participants have access to information about the importance of interpersonal relationship in the workplace. Subjects such as "Why is Relationship Important?", "Barriers to and Opportunities for Relationship" and "Enhancing and Depleting Interpersonal Relationship Patterns" are presented.

# ORGANIZATIONAL EFFECTIVENESS - MAP INTERFACE



Map allows an easy view of activities on the *Organizational Effectiveness* disc.

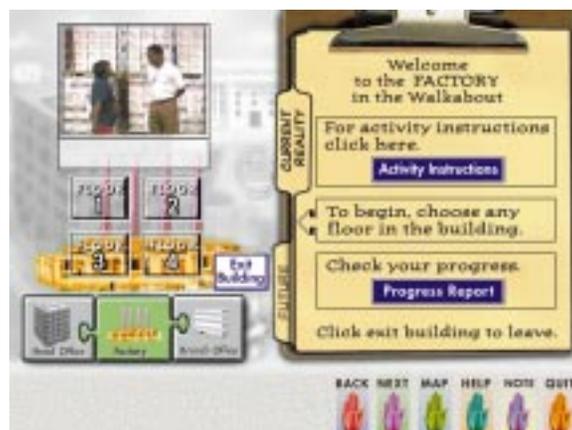
## SAMPLES OF ORGANIZATIONAL EFFECTIVENESS ACTIVITIES AND INTERFACE



**Assess Your Organization**



**Customer Focus Activity  
(Productivity Spiral)**



**Factory Area of the 'Walkabout'**



ORGANIZATIONAL PARK  
INTERFACE

*Organizational Effectiveness* takes participants on a fully interactive multimedia journey through a simulated organization. Participants explore challenges and take responsibility for creating an organization that facilitates the performance of its diverse workforce. It explores the bottom-line need for change and how diversity, relationship and cultural issues can be barriers or a competitive advantage. *Organizational Effectiveness* motivates self-interest, benefiting the organization as a whole, its employees, and its customers.

## KEY CONCEPTS

### Culture

Participants learn about culture and how it can impact organizational effectiveness. They examine organizational culture and the different cultural ways of people in the workplace and marketplace (in coworker, team, customer, and cross-functional situations).

### Diversity Patterns

Participants understand how diversity noise (racism, sexism, stereotyping) can become an institutionalized organizational pattern that depletes workplace performance, and learn how valuing, managing and leading with differences can create opportunities.

### Relationship Patterns

Participants understand that when depleting or enhancing relationships are repeated throughout the workplace, they become an organizational pattern. Systemic patterns can be managed more effectively by taking a holistic perspective and accepting organizational responsibility.

## EXPLORING THE ORGANIZATIONAL PARK

### "Walkabout" Activity

During an interactive "walkabout," participants are given the task to assess and change the behavior patterns in different buildings in a simulated organization.

- Participants make assessments and recommend changes that increase the overall effectiveness of the organization and prevent the downside to a more depleting scenario.
- Participants learn skills to effectively manage and leverage differences. They make choices to build an organizational culture where effective and productive relationships across differences exist in teams and other work situations.
- Participants view real-life video dramas that represent the positive or negative outcomes of their choices.
- Participants are provided with guidelines and skills for organizational effectiveness.
- Participants build an assessment and change report on the challenges (environment, change, skills, and participation) that impact organizational effectiveness.



**TRAINING ROOM**



**PANEL DISCUSSION**



**PROFILING THE ORGANIZATION**

### Customer Focus Activity (Productivity Spiral)

- Discover how relationship patterns can spiral throughout an organization with consequences for productivity, profitability and customer relations.
- Become aware of the need for organizational leadership, teamwork and accountability at all levels.
- Identify depleting dynamics that can become institutionalized and create a barrier to growth and development.
- Use video dramas to draw attention to the core challenges that can influence organizational effectiveness.

### Training Center Activities

- Participants can access many learning options in the multimedia training center. They can: listen to a key concepts speech, participate in an interactive panel discussion with experts, print out relevant conference papers, and complete a crossword puzzle exploring workplace challenges.
- The organizational assessment activity allows participants to make an assessment of their perceptions of the current reality in their own organization. This activity can be used as a facilitator feedback tool.

### Information Center Activities

In a simulated organizational library, participants can learn about the bottom-line needs for change, and how diversity, relationship and culture are a competitive advantage. They can find answers to strategic questions like: What is the challenge? Why change? What are the barriers and opportunities? Who is responsible? How to change and lead with differences? The library provides participants with group activities, information that can be printed out, and questions for discussion.

### Profiling the Organization Activity (Exit/Wrap-up Activity)

This activity allows participants to identify behaviors that exist on a continuum towards organizational effectiveness (from denial of differences towards valuing and leading with those differences), give feedback about where they think their organization is on that continuum, and have them notice the gap between where their organization is and where it should be.

### And more.....

Other activities prepare leaders, managers, and employees for the “people skills” that will enable their organizations to deal more effectively with changing realities (demographics, the global economy, increased diversity in today’s workplace and marketplace). Participants understand that people and management skills are strenuously tested when relating across differences (*listening, feedback, facilitation of team work, facilitation of change, negotiation across differences, management, problem-solving and decision-making, leadership, communication, coaching and mentoring, conflict management, strategic thinking, etc.*).

# FULLY SUPPORTIVE PARTICIPANT GUIDE

**Note:** This is a list of material included in the participant guide. This guide includes screen shots from the series for easy identification and use. This flexible and easy-to-use guide, with wide margins for note-taking, is available on disc and can be added to or adapted.

## Sections in the Guide

### I. Getting Started

- System Requirements
- Installation Procedures
- Logging In

### II. Features & User Interface

- Captions
- Data Gathering
- Notepad Function
- Help Screens
- Plotting Utility

#### User Interface

- Map Screens
- Navigation

### III. Creating a Multimedia Learning Community

- What is Multimedia?
- Benefits of Training with Multimedia
- Why Do Diversity, Relationship & Cultural Training & Education
- The Design Principles of NPL
- Using NPL in your Organization
- Potential Users of the Series
- Roles of Learners and Facilitators
- Creating a Supportive Learning Environment
- Preparing to Train with NPL
- Different Ways to Explore
- Training Options
- General Training Guidelines

### IV. Content Overview

- Key Concepts of NPL
- Learning Objectives
- The Learning Approach
- Overview of *Personal Effectiveness* Disc
- Overview of *Interpersonal Effectiveness* Disc
- Overview of *Organizational Effectiveness* Disc
- Print-Based Activities Stored on the Discs

### V. Technical Guide

- Disc Maintenance
- Network Use
- Printing Documents
- Saving & Exiting
- Sound
- Troubleshooting
- When and How to Call Tech Support

### VI. Appendix

(includes materials for distribution to participants)

- Participants Technical Guide
- Areas to Explore Sheets (for each disc in series)

#### Internal Promotional Packet

- What is Multimedia?
- Benefits of Multimedia Training
- Descriptions of Each Disc
- Learning Objectives
- Key Concepts of the Series

# INSTALLATION INSTRUCTIONS

NOTE: When logging on to a disc, use the same name and same password to save your work. You will start over if you use a different name or password.

## To Install on a Windows™ System

1. Attach the Security Key to the printer port (your printer port must be active in order for the program to execute)  
You do not have to remove this key to operate other programs
2. Restart your computer and make sure there are no current applications running
3. Insert the disc (graphic side up) into your CD drive
4. From either the 'Program Manager' or 'File Manager' choose "file" and select the "run" command
5. Type the letter that represents your CD-ROM drive, colon, backslash, "install" (e.g. d:\install)
6. Follow the instructions on the screen
7. When installation is 100% complete, there will be a 1 minute delay before the next screen appears
8. When installation is complete, the first screen will reappear. Instead of saying "ok," click on "cancel"
9. Double-click on "griggs" icon, then on the personal, interpersonal or organizational file and the program will launch

Note:

✓ QTW (Quicktime for Windows™) is required to run the program on machines running Windows 3x™, Windows '95, or Windows NT. If you are running Windows 3x, you will need the 16 bit version of QTW™. If you are running Windows '95 or Windows NT, you will need the 32 bit version of QTW™. Both can be installed from our disc. Also see instructions below.

## To Install on a Macintosh™

1. Turn off computer and make sure there are no current applications open
2. Disconnect keyboard cable and connect to the security key
3. Connect the other end to your computer (your security key may be connected to either the keyboard or into the back of the computer)
4. Turn on computer and CD-ROM drive
5. Insert the disc (graphic side up)
6. Double-click on the new disc icon that appears on your screen
7. Double-click the file "Install.Mac" and follow the on-screen instructions

## To Install on Windows™ '95/NT

1. Go to Start, then go to Settings and Control Panels
2. Select "Add/Remove Programs"
3. Follow on-screen instructions, click on "Install," and insert CD-ROM, then click on "next"
4. Click on "Finish"
5. Select one of the installation methods listed below and then click on "OK"
6. When you get the "Installation Complete" message, click on "OK"
7. The installation menu will again appear on your screen.
  - If you do not need to install QuickTime™ then: Click on cancel or select 'Exit Installation' and click OK
  - If you need to install QuickTime™ then: Select 'Install QuickTime™ for Windows™' and click OK.

Follow on screen instructions as QTW™ installation proceeds, until ready to exit.
8. Go to Start/Programs/Folder and CD-ROM title (Personal Effectiveness, Interpersonal Effectiveness, Organizational Effectiveness)

# SYSTEM REQUIREMENTS

System Equipment	Minimum Required*	Highly Recommended**
<b>If you are using Windows™</b>		
Processor	486	Pentium
RAM	8MB	16MB
CD-ROM	2x Speed	4x Speed (or higher)
Operating System	Windows 3.1 or 95/NT™	Windows 3.1 or 95/NT™
Audio Card	Any Sound Blaster Compatible	Any Sound Blaster Compatible
<b>If you are using Macintosh™</b>		
Processor	68040	Power PC
RAM	8MB	16MB
CD-ROM	2x Speed	4x Speed (or higher)
Operating System	7.1 or 7.5	7.1 or 7.5
Audio Card	Built In	Built In

\*Minimum Required : allows basic operation of the presentation, but is slower and less responsive.

\*\*Highly Recommended : allows operation of the presentation as designed and intended--fast, responsive and in sync.

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### Valuing Relationship® Videos

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|--------------------------|--------------------------------|----------|
| 1. Organizational Energy | <input type="checkbox"/> \$695 | } \$1600 |
| 2. Personal Patterns     | <input type="checkbox"/> \$695 |          |
| 3. Interpersonal Synergy | <input type="checkbox"/> \$695 |          |

### Valuing Diversity® Videos

- |                            |                                |          |
|----------------------------|--------------------------------|----------|
| 1. Managing Differences    | <input type="checkbox"/> \$695 | } \$3800 |
| 2. Diversity at Work       | <input type="checkbox"/> \$695 |          |
| 3. Comm. Across Cultures   | <input type="checkbox"/> \$695 |          |
| 4. You Make the Difference | <input type="checkbox"/> \$695 |          |
| 5. Supervising Differences | <input type="checkbox"/> \$695 |          |
| 6. Champions of Diversity  | <input type="checkbox"/> \$695 |          |
| 7. Profiles in Change      | <input type="checkbox"/> \$695 |          |

### Going International® Videos

- |                                  |                                |          |
|----------------------------------|--------------------------------|----------|
| 1. Bridging the Culture Gap      | <input type="checkbox"/> \$500 | } \$2800 |
| 2. Managing the Overseas Assign. | <input type="checkbox"/> \$500 |          |
| 3. Beyond Culture Shock          | <input type="checkbox"/> \$500 |          |
| 4. Welcome Home, Stranger        | <input type="checkbox"/> \$500 |          |
| 5. Working in the USA            | <input type="checkbox"/> \$500 |          |
| 6. Living in the USA             | <input type="checkbox"/> \$500 |          |
| 7. Going International-Safely    | <input type="checkbox"/> \$500 |          |

### Human Energy at Work® Videos

- |                                |                                |          |
|--------------------------------|--------------------------------|----------|
| 1. The Bottom Line             | <input type="checkbox"/> \$745 | } \$3500 |
| 2. Relating Across Differences | <input type="checkbox"/> \$745 |          |
| 3. Conflict as Opportunity     | <input type="checkbox"/> \$745 |          |
| 4. Teams in Motion             | <input type="checkbox"/> \$745 |          |
| 5. Global Contrasts            | <input type="checkbox"/> \$745 |          |
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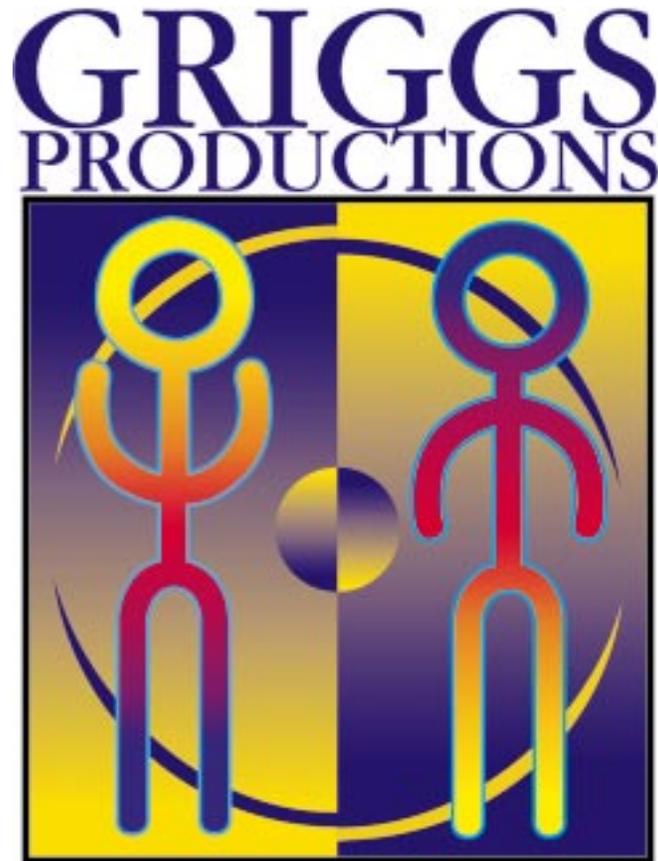
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