



THE LINCOLN FOUNDATION FOR PERFORMANCE EXCELLENCE

2011 REGISTRATION FORM

Hints on How to Write An Illinois Performance Excellence Application

This workshop provides your organization with the opportunity to further understand the Baldrige Criteria and the application process, and information on how to effectively communicate process and outcomes. It will assist your organization in getting started on evaluating where you are in the organizational process, help in writing an application with tips and examples on how to get the most out of your application, and understanding key points of the criteria in relationship to your organization. This workshop allows you to obtain guidance from an experienced examiner and judge.

This workshop is **HIGHLY** recommended for all applicants both new and returning. Organizations benefit from sending application teams to this workshop.

Class will include:

- A discussion of your questions regarding the criteria and the application process.
- A review of the top 10 mistakes applicants make that reduce their score and level of feedback.
- Assist you in understanding how to respond to what the criteria is asking for and how to communicate the levels of your organization's processes.

Course Date: Tuesday, November 8, 2011

Trainer: Joe Kilbride

Time: 8:30AM-4:00PM

Location: Tellabs in Naperville

List name of each registrant including company name, email address and phone number.

1. _____
2. _____
3. _____
4. _____
5. _____

PAYMENT INFORMATION—\$250 PER PERSON; \$1000 FOR 5 ATTENDEES FROM THE SAME ORGANIZATION

Total Amount Due: _____

Payment Method: Check enclosed Invoice PO # _____

Credit Card : Visa MasterCard American Express

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COMPLETE AND SUBMIT THIS FORM TO:

The Lincoln Foundation
1415 W. Diehl Road, MS 514
Naperville, IL 60563

fax (630) 579-1620

or e-mail above information to:
cganster@lincolnaward.org

*Payment must be received in advance.
Refunds will be given with a 14 day
cancellation notice.*

**QUESTIONS? CALL THE LINCOLN
FOUNDATION AT (630) 637-1595 EXT 1.**

REMEMBER TO CHECK THE WEB-
SITE FREQUENTLY FOR NEW SES-
SIONS, RESOURCES AND OTHER
NECESSARY INFORMATION AT

www.lincolnaward.org