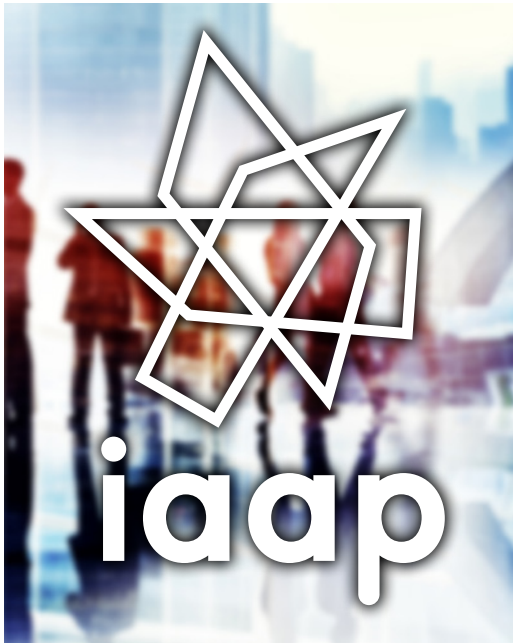


# IAAP CAN TRANSFORM YOUR SUPPORT STAFF

Imagine the extra time you could gain each day if you had capable, savvy office and administrative support staff. Imagine if your support staff felt confident enough to act as your project manager, helped to foster teamwork, assist with strategic planning, and could analyze your financial statements. Imagine the empowerment and job satisfaction you'd give your office and administrative staff, while simultaneously freeing up your schedule. *There's no need to imagine anymore.*



IAAP can make all of this a reality by supporting your administrative staff and helping them increase their knowledge, skill, and value. IAAP is specifically geared toward those working in office and administrative support professions to help build valuable skills and knowledge by providing opportunities to:

- Build new office technology awareness
- Serve as project managers and leaders
- Learn strategic planning theories and application
- Develop confidence and decision-making skills

In addition to these invaluable professional skills, your office and administrative support staff will also:

- Participate in ongoing training at a minimal cost with little disruption to your day-to-day operations
- Enjoy discounts to IAAP conferences, seminars, and workshops
- Gain access to a vibrant online and in-person network of administrative professionals representing the best and brightest in their field

IAAP OFFERS INCREDIBLE VALUE AT ONLY \$150 A YEAR	Non-Members	Members	Savings
Member pricing on annual IAAP conference*	<b>\$1,225</b>	<b>\$925</b>	<b>\$300</b>
Member pricing on IAAP CAPstone conference	<b>\$995</b>	<b>\$795</b>	<b>\$200</b>
Member pricing on IAAP EA Symposium	<b>\$1,499</b>	<b>\$1,299</b>	<b>\$200</b>
50% discount on IAAP on-demand and live webinars	<b>\$99</b>	<b>\$49</b>	<b>\$50</b>
Discounted registration for the Certified Administrative Professional (CAP) exam	<b>\$560</b>	<b>\$375</b>	<b>\$185</b>
Discounted registration for the Organizational Management (OM) certificate program	<b>\$459</b>	<b>\$325</b>	<b>\$134</b>
Subscription to <i>OfficePro</i> magazine	<b>\$35</b>	<b>\$-</b>	<b>\$35</b>
The IAAP Certified Administrative Professional (CAP) Study Guide	<b>\$229</b>	<b>\$129</b>	<b>\$100</b>
The IAAP CAP Exam Prep Digital SmartBook (6-month subscription)	<b>\$209</b>	<b>\$129</b>	<b>\$80</b>
Online Member Community	<b>-</b>	<b>Members Only</b>	<b>-</b>
		<b>Total value</b>	<b>\$1,284</b>
		<b>Return on your initial investment</b>	<b>8:1 Return</b>

*\*Conference pricing is calculated at the Early Bird rate.*

**To learn more about how IAAP can transform your office and administrative staff visit**

**[bit.ly/JoinIAAP](http://bit.ly/JoinIAAP)**