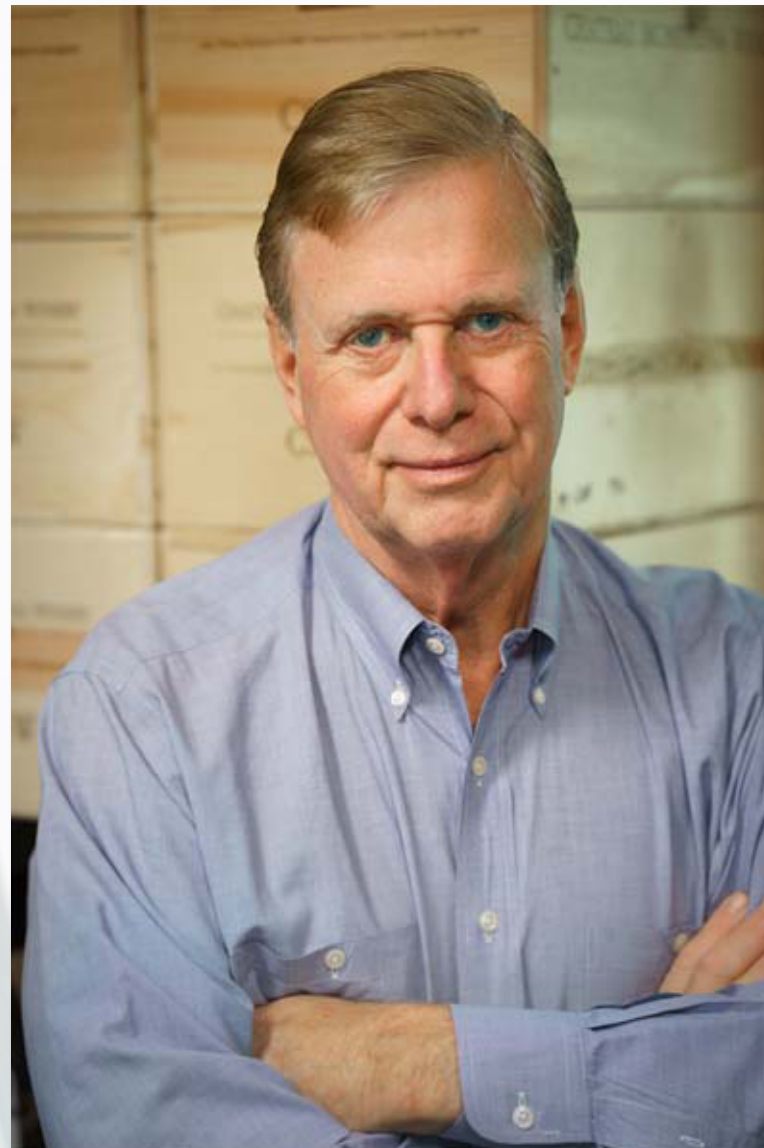


# WRITE RIGHT SEMINAR 2023

TUESDAYS, FEBRUARY 7, 14, 21, 28 | 11 AM - 1 PM | ZOOM

**\*REGISTRATION \$250 MEMBERS | \$400 NON-MEMBERS**

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**John Bachner | President**  
*Bachner Communications, Inc.*  
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## **SESSION ONE**

*Orientation/Overview*  
*The Fundamentals of Good Writing*  
*Parts of Speech*

## **SESSION TWO**

*Parts of Speech (continued)*  
*Taboo Words*

## **SESSION THREE**

*Absolute Statements*  
*Jargon and Colloquialisms*  
*Providing Complete Information*  
*Proofreading*

## **SESSION FOUR**

*Email and Messaging*  
*List Preparation*

Through taking this course, you will learn to make your business and technical writing **clear, correct, concise, complete, and considerate** in just four classes.

**\*GROUP PRICING** Register five employees, receive the next registration free. Email [info@calgeo.org](mailto:info@calgeo.org) for the discount to be applied to your invoice.