



The Professional Advantage: Sharpening Your Business Etiquette

“Participants used this opportunity to translate business etiquette concepts into useful skills in a competitive event. These valuable skills will give them an advantage in any career path they pursue.” – Kyle Chapman, ECU Institutional Planning, Assessment, and Research

“I thought Outclass the Competition 2013 was an extremely valuable learning opportunity. The mix of students, grad students, faculty and staff created the perfect environment for professionalism, etiquette, and networking opportunities.” – Johnny Tramontin, MBA-Finance Candidate at ECU College of Business and 2013 1st Place Winner of Outclass the Competition

The Professional Advantage (formerly known as Outclass the Competition) is an all-day professional development workshop for area business professionals and university students, staff, and faculty. It covers a range of etiquette and protocol topics including proper greetings and introductions, business card protocol, networking / mingling etiquette, business entertaining skills and dining etiquette. Attendees apply their skills at a formal luncheon and at an afternoon social where participants mingle and are judged to see who will truly outclass the competition. Additionally, this comprehensive course will be offered in customized training sessions for specific colleges, schools, departments, and private-sector organizations.

ECU’s Office of Innovation and Economic Development (OIED) is seeking your help to provide opportunities for participants to attend The Professional Advantage. We are committed to a sustainable model that allows access for deserving participants who want to sharpen their business etiquette. Therefore, we would like for you to consider helping us sustain the program by supporting The Professional Advantage in one of the following ways:

- _____ Sponsor the cost of \$150 for _____ participant(s)
- _____ Sponsor an etiquette luncheon table for \$500
- _____ Sponsor the networking social for \$750
- _____ Sponsor the day for \$1,000
- _____ Donation to the OIED Leadership Initiatives General Fund in the amount of \$ _____

If you would like to provide financial support for The Professional Advantage, please complete the information below:

Name:

Organization: (if association)

Address:

City

State/Zip

Phone Number:

Please make checks payable to: OIED

Please send all communication to: OIED, ATTN: The Professional Advantage; 300 East First Street, East Carolina University, Greenville, NC 27858

All sponsors and donors will be invited to attend the networking social and graduation ceremony.

Thank you for your consideration and support of ECU’s commitment to serving the community via leadership development made possible through the generous support of both individuals and organizations.

For more information, please visit our website at <http://www.ecuinnovate.org> or contact:

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