



## Presentation Topics

The topics are suitable for:

Business and Corporations (B&C)  
Guard Services (GS),  
General Public (GP)

I have indicated behind each title the group suitability with initials.

### **Corporate Security, A Must for Every Business (B&C)**

This is one of Edmonton's most informative business seminars on corporate security. It is packed with valuable information to help you minimize the opportunities for and maximize the detection of crime in your company. The session will address:

- *That it is never too soon to implement a security plan*
- *In what areas of a business should corporate security play a role*
- *How having a plan will save you money in the long term*
- *The steps necessary to start an effective program*

This presentation can be tailored from a ½ hour overview to a 3 hour workshop.

### **Working Alone – Harassment in Workplace (B&C) (GS)**

Being compliant with the law is important. As a company or organization, you want to insure that your employees are working in a safe and harassment free environment. The course has been accredited by the Alberta Insurance Council and Real Estate Council of Alberta.

This Working Alone Hazard Assessment Training course is delivered in conjunction with Allison and Associates of Calgary. This workshop will:

- *Provide you with all the necessary information to make your employees safe and limit your liability.*
- *Workbook binder contains necessary reference material*
- *Cost \$295.00 per person*

This presentation is a 8 hour workshop.

## **Shoplifting (B&C)**

Shoplifting can be a serious financial drain on any retail business. This workshop will provide your staff with an understanding of:

- *The impact of shoplifting on the business*
- *How good customer service will reduce shoplifting*
- *How to detect shoplifting*
- *the legal requirements, and steps necessary before confronting a shoplifter*
- *the necessary steps to take to apprehend in a safe, legal manner, which will reduce risk of injury and libel for unlawful arrest*

This is a one hour presentation.

## **Armed Robbery Prevention (B&C)**

Being robbed can be a very traumatic and dangerous time for employees. This course is a must for any employee that is handling cash and other valuables.

Learn the steps necessary:

- *For the prevention of robbery*
- *What to do if it happens*
- *What follow-up action is necessary*

This is a one hour presentation.

## **Time Management (B&C) (GS) (GP)**

Time Management skills are essential for successful people - these are the practical techniques which have helped the people in business, sport and public service reach the pinnacles of their careers.

Learn to:

- *Determine what time costs you*
- *Personal goal setting*
- *Prioritized to do lists*
- *Turn tasks into appointments*
- *Multi-tasking and scheduling skills*

This presentation can be tailored from a 1 hour overview to a 2 hour workshop.

## **Personal Safety (B&C) (GS) (GP)**

The chances of you or a member of your family becoming a victim of violent crime are low. Violent crimes by strangers in public places are still rare and account for a very small part of recorded crime. However, you can make yourself even less likely to be the victim of a violent crime – for example, robbery (mugging) or assault – by taking a few sensible precautions. Many are common sense, and may be things that you already do. Making yourself safer doesn't mean changing your entire lifestyle, personality or wardrobe, and it doesn't mean never going out at all.

Learn safety issues:

- *At work*
- *Around home*
- *When you travel*

This presentation is one hour long.

## **Major Event Planning (B&C) (GP)**

As the producer of a major event, your organization expects you to organize the event carefully so that you, your organization and the attendees have minimal risk -- and that your event is successful!

Learn how to:

- *Put together the team*
- *Schedule and plan the event*
- *Insure major components are addressed.*

This presentation is one hour long

## **Effective meetings (B&C) (GS) (GP)**

Tired of unproductive meetings? Want to get more done at your weekly work meetings? In this session, you will learn:

- *The intricacies of chairing a meeting*
- *How to plan **effective and efficient meetings**.*
- *The art of conducting effective business meetings*
- *Develop leadership skills and understand the process behind running effective business meetings.*

This presentation can be tailored from a 1 hour presentation to a 3 hour workshop.

## **Defusing Anger (B&C) (GS)**

Periodically in business we must deal with angry customers, employees or other individuals. It is essential to defuse this anger before any resolution can take place. Learn to

- *Control the situation*
- *Understand the reasons behind anger*
- *Transform the anger into positive action*

This is a one hour presentation.

## **Handcuffing (GS)**

Designed for security guard companies. This presentation provides the attendees with the knowledge of

- *If and when to apply handcuffs*
- *Legal aspects of handcuffing suspects*
- *Proper method to apply handcuffs to insure safety*

This is a one hour presentation.

## **Preventing Workplace Violence (B&C) (GS)**

Workplace violence has increasingly become a concern among employers and workers. In a number of occupational sectors such as health care, social services and retail, for example. This course is designed to help employers and workers. Topics include:

- *Violence in the Workplace Regulatory requirements*
- *Conducting a Risk Assessment*
- *Establishing Preventative Measures & Procedures*
- *Develop a Workplace Violence Prevention Program*

This presentation can be tailored from a ½ hour overview to a 3 hour workshop.

## **Surveillance (GS)**

This course aims to introduce the basic skills and techniques of conducting surveillance, in order that you can take part in an operational surveillance team. It will build your confidence in your capabilities by explaining the nature of covert surveillance. This will be achieved by being able to:

- *Understand covert surveillance objectives*
  - *Understand the need for research and planning of the operation*
  - *Learn techniques of both urban and rural surveillance*
  - *Learn techniques of both foot and mobile surveillance and the able to integrate the various methods.*
- Preparation of Surveillance reports.*

This is a full 8 hour course, that covers classroom and on the road practise.

All the courses and presentations can be tailored to specific needs, and there is flexibility in the time commitment. To book a presentation or for more information regarding content or pricing, please call us a 780-460-3028. .