



TO PURCHASE THIS PRODUCT,  
CONTACT:

TRAINING SOLUTIONS, Inc.  
703/318-0838

[www.trainingsolutions.com](http://www.trainingsolutions.com)

We work on your behalf to  
obtain the best price for YOU!

TRAINING SOLUTIONS, Inc. is an  
authorized distributor, representing a  
wide variety of assessments/video/CD-  
ROM programs.

*It is important to contact TRAINING  
SOLUTIONS, Inc. if you would like to order  
this product or additional information.*

# New Release

---



## “Management Solutions in Under Five Minutes”

CoastalAMI's latest release is an incredible series of resource tools that allows managers and supervisors to get quick information and the answers they need to successfully handle the most common problems they face in today's workplace.

*Like having a “consultant” at your desk, this four-part series of short and informative vignettes provides a clear example of effective management behavior. Access to supervisory expertise has never been easier!*

### Program I: Personal Issues

Employee Who Makes or Takes Too Many Personal Calls  
Employee Suspected of Substance Abuse  
Employee with a Poor Attitude  
Employee Who Socializes Instead of Working

Employee with a Poor Attitude  
Personal Problems Affecting Work Performance  
Hygiene Problems

### Program II: Discrimination/Legal Issues

Dealing with an Age Discrimination Complaint  
Dealing with a Disability Discrimination Complaint  
Dealing with a Race Discrimination Complaint  
Dealing with a Religion Discrimination Complaint  
Dealing with a Gender Discrimination Complaint

Employee Won't Follow Safety Rules  
Accusation of Sexual Harassment  
An Employee Suspected of Stealing  
Termination for Poor Performance  
Termination Due to Downsizing

### Part III: Conflict Management

Employee Who's Too Aggressive  
Employee Complains to Others, Not Manager  
Solving Conflict

Employee Who Engages in Harmful Gossip  
Dealing with Anger at Lower-Than-Expected Raise  
Employee Doesn't Interact Well with Others

### Part IV: Performance Management

Employee Who's Frequently Absent  
Employee Who's Not Assertive Enough  
Communicating for Change  
Employee Expected to Perform Beyond Skill Level

Employee Who Lacks Necessary Job Skills  
Employee Who is Consistently Late for Work  
Employee Who Makes Repeated Mistakes  
Employee Who Needs Motivation

### Available in DVD format:

Item #: JIT000 – JIT003  
Series purchase: \$1495.00  
Individual purchase: \$495.00  
Series rental \$695.00  
Individual rental \$225.00

TRAINING SOLUTIONS, Inc. ♦ PO Box 220100 ♦ Chantilly, Virginia 20153

Phone (703) 318-0838 ♦ [www.trainingsolutions.com](http://www.trainingsolutions.com) ♦ E-mail [Info@trainingsolutions.com](mailto:Info@trainingsolutions.com)