

Each Fact Sheet \$17. Each Group \$197 (Save \$58) Buy Seven Groups—Get the 8th Group FREE!

Fact Sheets You Can Edit, Change, Copy, and Control

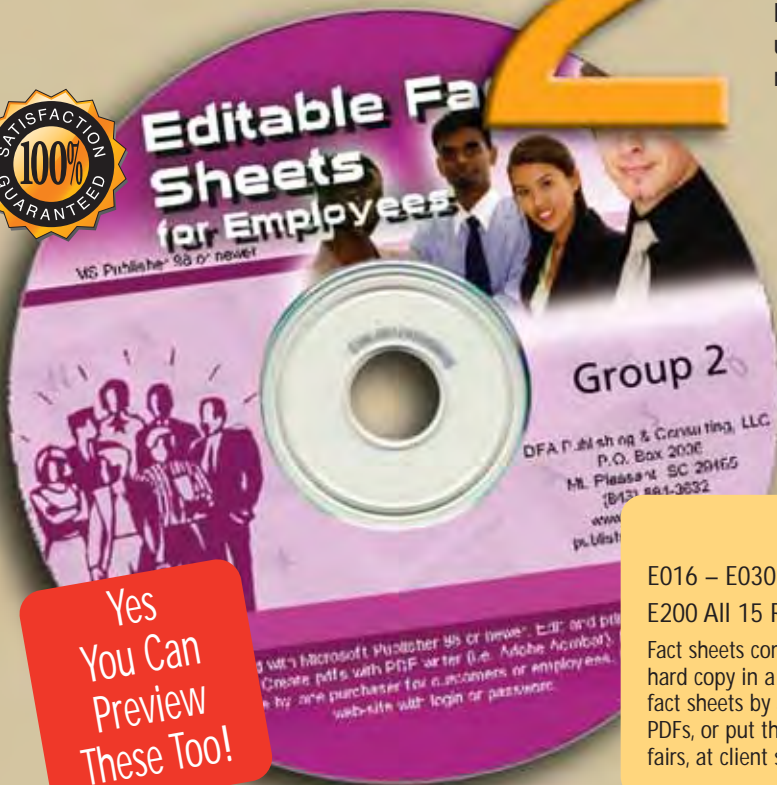
GROUP 2

More Repro-Editable™ Fact Sheets for Employees!

Buy All 8 Groups for the Price of 7! Save nearly \$200!

Fifteen more easy to use fact sheets for use in client sessions, health fairs, assessments, follow-ups and a variety of other situations. Topics include workplace injuries, compulsive eating, suicide, stress management and more.

Choose individual titles, or get the whole set and save \$58. Buy multiple sets (see other pages in this catalog) and save even more. It's like getting three free—when you purchase groups of 15. Purchase seven sets and get the 8th set free! Change the text and add your own expertise. And with exclusive editing capability available only from WorkExcel.com, you can make these valuable fact sheets fit your employee education needs perfectly.



Repro-Editable™ Fact Sheets for Employees

- E016 – E030 Repro-Editable™ Fact Sheets.....\$17 each
- E200 All 15 Repro-Editable™ Fact Sheets (SAVE \$58)\$197

Fact sheets come on one CD in MS Publisher, MS Word, and a PDF along with a reproducible hard copy in a top-loading sheet protector, and a plastic storage case. You can customize the fact sheets by adding your EAP name and phone number. E-mail them, create your own PDFs, or put them on a password protected Web site. Use them in waiting rooms, at health fairs, at client sessions and orientations, on bulletin boards.



E-016 What to Do About a Negative Performance Review WHAT: Helps clients focus on the positive of a bad review, make changes, and get back to work energized and determined. WHERE TO USE: Client sessions, health fairs, EAP waiting areas, assessments.



E-017 Sticking with Your Recovery Program from Addictive Disease WHAT: Essentials that every recovering addict needs to know but may take years to hear or discover in recovery. WHERE TO USE: Client counseling sessions, follow-up meetings, post-discharge back-to-work interviews.



E-018 Caught in the Web of Internet Addiction WHAT: Awareness about the high risk of Internet addiction, with warning signs and more. WHERE TO USE: Health fairs, client counseling sessions, EAP waiting areas.

ALL PROGRAMS AND PRODUCTS COMPLETE WITH 100% MONEY-BACK GUARANTEE!





E-019 Workplace Injuries: Stress and Recovery WHAT: After injury comes the risk of depression, conflict at home and with coworkers, and risk of further injury. WHERE TO USE: Mail to clients, provide in client sessions during follow-up after injuries to help reduce workers' compensation costs.



E-020 When There's Talk of Suicide WHAT: Understanding suicide facts, risks, and prevention. Dos and don'ts, taking action, helping a friend. WHERE TO USE: Counseling sessions, health fairs, waiting rooms.



E-021 Living Life as a Shift Worker WHAT: Special issues and stressors associated with shift work and how to tackle them. WHERE TO USE: Health fairs, counseling sessions, waiting rooms, stress management presentations to shift workers.



E-022 When You're a Victim of Domestic Violence WHAT: Defines domestic abuse, increases awareness, what to do. WHERE TO USE: Waiting rooms, health fairs, client sessions.



E-023 Facing and Stopping Compulsive Eating WHAT: Describes this serious health problem, symptoms, and hope for change. WHERE TO USE: Health fairs, client sessions, post-treatment follow-up.



E-024 Manage Stress Right Now WHAT: Ten practical tips anyone can use to manage stress and feel rejuvenated. WHERE TO USE: Client sessions, health fairs, waiting rooms.



E-025 Making Holidays More Positive WHAT: A handout for those who suffer in silence. Issues, tips, getting positive, coping effectively with the holiday experience. WHERE TO USE: Client sessions and presentations, brown-bag seminars.



E-026 Dealing with Workplace Negativity WHAT: One of the most requested subjects. Sources of negativity and how to head it off at the pass. Some rules, some tips, and a few tricks on reducing negativity and contagion. WHERE TO USE: Brown-bag seminars, health fairs, group conflict intervention.

\$17 each - or save \$58 and buy all for \$197!



E-027 When Organizational Change Affects You WHAT: Understanding organizational change, preparing for downsizing, taking action steps, planning ahead. WHERE TO USE: Presentations, seminars, counseling sessions.



E-028 Preventing and Stopping Sexual Harassment WHAT: Sexual harassment defined, prevention steps, the importance of stopping inappropriate behavior, explaining of "no" means "no," what to do, where to go. WHERE TO USE: Presentations, client sessions, waiting rooms.



E-029 Improving your Relationship with the Boss WHAT: A key stress-reduction strategy is to have an effective relationship with a supportive supervisor. Here's how to increase one's chances of that. WHERE TO USE: Client counseling sessions, presentations, seminars.



E-030 Military Deployment Stress WHAT: Helps clients deal with military-deployment stress, and provides tips on coping and remaining positive. WHERE TO USE: Health fairs, client sessions, waiting rooms.

