

FOR RELEASE: IMMEDIATE

Mailed April 8, 1986

YOUNGSTOWN, Ohio - If you don't close, you won't sell!

"Psychology of Closing Sales," a course for sales professionals, has been scheduled for April 17-May 22 by the Office of Continuing Education at Youngstown State University.

The course will include the mechanics of the sales closing procedure and insight into customer motives as well as more effective communication with customers.

Classes will be from 5:40-7:30 p.m. on campus.

The instructor will be George Dubec of Warren who is in the industrial management office at Packard Electric Division of General Motors Corp.

The fee is \$90.

To register, or for additional information, call the YSU Office of Continuing Education at (216) 742-3358.

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YOUNGSTOWN, Ohio - Individuals interested in learning to plan and implement their own home remodeling project will have the opportunity to enroll in a six-week course, "Home Remodeling," to be held at the Poland Union School.

This course, sponsored by the Office of Continuing Education at Youngstown State University, will cover steps in the planning process, plan preparation, zoning and building code considerations, contractor selection, and "do-it-yourself" possibilities.

Classes will be from 6-8 p.m. Thursdays, April 17-May 22.

Herb Moore of Poland, designer of YSU's University Facilities Office, will be instructor.

The course fee is \$75.

For additional information, or to register, call the YSU Office of Continuing Education, at (216) 742-3358.

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YOUNGSTOWN, Ohio - Parenting may be the most joyful and the most trying times of life.

"Parenting and Your Child's Health," a six-week course sponsored by Youngstown State University's Office of Continuing Education, will be held at the Poland Union School beginning April 16.

It will present parenting issues involving infants, toddlers and preschoolers with the focus on maintaining the young child's emotional and physical health. Specific topics will include: breastfeeding versus bottlefeeding; how to choose a pediatrician; when to call the doctor; how to choose a day care center; and disciplinary techniques.

Classes will be from 6-8 p.m. on Wednesdays, April 16-May 21.

Nancy W. Mosca of Canfield, an instructor in the Nursing Department at YSU, will be instructor.

The course fee is \$75.

For additional information, or to register, call the YSU Office of Continuing Education, at (216) 742-3358.

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YOUNGSTOWN, Ohio - The Office of Continuing Education at Youngstown State University will offer two courses to prepare individuals for two modules of the American Production and Inventory Control Society (APICS) certification exam.

"Inventory Management" will prepare individuals for that module of the exam by presenting basic concepts and techniques in the areas of general inventory management, inventory management systems and distribution resource management. Classes will be from 7 to 9 p.m. Wednesdays, April 16-June 11. There will be an optional review session on July 16.

"Master Production Scheduling" will cover production planning, forecasting, demand management, order entry, distribution planning, allocation, interplant transfers and customer promising. It will prepare registrants for the master planning module of the APICS certification exam. Classes will meet from 7 to 9 p.m. Thursdays, April 17-June 12.

Instructors for the courses are from Youngstown and are employed with Rockwell International. Robert C. Swanson Jr., who will teach "Inventory Management" is general supervisor of the Materials Control Department. Patrick McLeod, instructor of "Master Production Scheduling," is in the Production and Inventory Control Department.

The fee for each course is \$115.

For a free brochure, or to register for either course, call the YSU Office of Continuing Education at (216) 742-3358.

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YOUNGSTOWN, Ohio - Youngstown State University's Office of Continuing Education will offer two seminars on campus for individuals who are involved in production and inventory control. The seminars will run from 8 a.m. to 4:15 p.m. on April 25 and 26.

They are cosponsored by the National Association of Purchasing Managers (NAPM), the American Production and Inventory Control Society (APICS) and Continuing Education Office of Youngstown State University.

On April 25, the "Purchasing Managers Workshop" will begin with a session on master scheduling and material requirements planning, and concepts and applications. Patrick McLeod, production and inventory control supervisor for Rockwell International, New Castle, Pa., will present the session.

Dr. Ram Kasuganti of Youngstown, professor of management at YSU's Warren P. Williamson, Jr. School of Business Administration, will present the second session in which he will discuss an overview of operations management and the purchasing function.

The third session, the art of negotiation, will be presented by Dr. Stanley Guzell of Poland, also a professor of management at YSU's School of Business Administration.

Ronald Hutchinson, managing consultant with the K. W. Tunnell Co., Inc., will present the final session, the "Tunnell Approach to Just-In-Time."

The second seminar on April 26, the "APICS Just-In-Time Inventory," will include topics such as achieving the prerequisites, initiating operating controls, lead time and lot size reduction, suppliers, and the integrated approach.

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Hutchinson, with David Lasater, also a managing consultant with the K. W. Tunnell Co., will be the presenters.

Members of the NAPM or the APICS will be charged \$65 for each seminar and \$100 for both seminars.

Nonmembers will be charged \$75 for each seminar and \$125 for both.

Registrations postmarked after April 12 will be assessed a \$15 late fee.

The registration fee includes participation, materials, parking, refreshments, lunch, and a certificate of participation.

To register for the seminars, or to obtain more information, call the YSU Office of Continuing Education at (216) 742-3358.

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