

Pip News

Personal
Improvement
Plan Newsletter

Summer 1993 Volume 4 Ed 1

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1993 Diary



Call PIP on (011) 465 4540 for bookings.

9 March 1993

Balalaika Hotel

One day seminar entitled "Dynamic Guidelines for Executive Secretaries & Frontline Staff". Cost R545. Speakers include 1992 Businesswoman of the Year Margerett Macfarlane and 1992 Boss of the Year Trevor Munday.

10 - 14 March

Lugogo Sun, Swaziland

Sun International Executive Secretaries Conference. For further details contact Desré Segal (011) 780 7504.

3 August

Balalaika Hotel

One day seminar "Choices & Challenges for Executive Women & Secretaries in the Nineties"

3 - 5 September

Riviera International

Annual PIP weekend for working women and their partners. 1993 weekend will be at the Riviera International Hotel on the Vaal river. Events will include a cocktail cruise, motivational talks and fun events.

15 October

Rosebank Hotel

The official International Day of the Boss (16 October) falls on a Saturday this year so our breakfast function will be on Friday 15 October. Top prizes from our patrons and sponsors will once again ensure that no boss leaves empty handed and may even scoop one of the "big" prizes.

P.I.P. stands for Personal Improvement Plan and is a quarterly newsletter distributed on a complimentary basis to secretaries, training managers, conference organisers and executives interested in keeping up to date with the latest happenings from PIP and their patrons.

Designed as a way of keeping in touch with you, our consumer, we give you book reviews, restaurant raves and general hints and information on motivation, training and of course the latest news from Sun International, Swissair, Austrian Airlines and Mabula Game Lodge. The Personal Touch column is written by Frances Beasley, Executive Director of Personal Improvement Plan, who is an international public speaker, training consultant and freelance journalist.

Frances specialises in giving motivational presentations for conferences and conventions in addition to the popular training programs which are available

What is P.I.P.?

for in house presentation. Public seminars are organised by PIP several times a year. (See future events column for more info).

Our newsletter is read nationwide and has a circulation of 10 000 per issue. We hope you enjoy reading PIP news and we would welcome your contributions for our "Achievers in the Nineties" column. If you know of somebody that you believe is worthy of being featured in this column (male or female) please write to us supplying your details and the name and telephone number of the person you wish to nominate. Gratitude is something we hear too little of these days, this is a way you can show yours. Each person featured will receive a bowl of fresh flowers with the compliments of PIP.



Sun International

Sun International

The new Wild Coast Sun, a South Sea Fantasy world in Southern Africa is now open!

R90 million has been spent on this Sun International resort to ensure a venue with a Tahitian flavour whilst providing the ultimate in recreational facilities. The focal point of the fantasy world is a large circular area under a dome in which a tropi-

cal island fantasy village has been created.

Offering the very latest in children's entertainment with electronic funfair games and a new casino for the parents, not to mention the 830 slot machines, it is a venue for those who take "play-

ing" seriously.

Conference facilities have not been forgotten and with the new refurbishment, can accommodate from 50 - 60 delegates in school room style, alternatively in cinema seating 1 100 delegates can

To p 3

JUST WHEN YOU THOUGHT YOU WERE GOOD...

A recent report in Professional Secretaries International magazine reported that Pamela Neville of New Jersey, USA took top honours in a typing contest where she wowed the judges with an unprecedented accuracy in typing 163 words per minute with no errors, on... a typewriter!

So those of you struggling along at 100 wpm on your word processors better get your skates on!

10 SECOND MOTIVATOR

Your mind creates
your reality

You can choose to
accept this or not

You can be
conscious of it and
get your mind
working for you
or you can ignore it
and allow it to work
in ways that will hinder
and hold you back.
But your mind will
always, and forever be
creating your reality.

John Kehoe

MABULA GAME LODGE

We are very excited to have Mabula Game Lodge join PIP as one of our patrons for 1993.

For those who love the bush, Mabula is a must! With an abundance of game including elephant, rhino, lion, leopard and buffalo within its 8 000 hectares — Mabula is a venue with a difference.

Located only 90 minutes from Johan-

nesburg and an hour from Pretoria, the bush is almost on your doorstep. In addition to the game there are an impressive 250 different species of bird, among them the endangered Cape vulture.

Conference facilities at Mabula are supreme



with a choice of six restaurants including an open air boma, the hippo pool for group functions and the Fig Tree Plain for champagne breakfasts and brunches.

Add to this, three full
To p 2

"The Personal Touch"

It is hard to believe that we are already into 1993. I would like to take this opportunity of wishing each and everyone of you a very happy and hopefully prosperous New Year. People say that the nineties are going to be full of challenges and I don't think anyone would deny this and thus I feel it is a time of tremendous growth for each person as they reach out and strive for even more than they have in the past.

This year, sees me waving my ten year old daughter off to boarding school. For those of you with children, you will understand the wrench I feel in my heart at sending her away. However education is of prime importance and if this is the best way that I can give her the type of education that I feel is needed to cope in the world today, then it must happen. I hope one day she will look back and understand why my husband and I made this choice. It is not easy and a long term commitment which has financial implications amongst others. In many of the goal setting seminars which I have conducted over the years, I think at least 75% of my delegates have put their children's education as a prime goal. Our children are our future and we need to give them all the strength, love and help that we can.

One of the best surprises we had this year was when the TOTAL hot air balloon landed in our garden early one Saturday morning. By coincidence it was my daughter's birthday and imagine the surprise when she and I were invited to go for a quick ride. A fantastic experience.



Our Christmas this year, was a family one, spent in South Africa in Johannesburg with lots of time for rest and relaxation. I sometimes feel we spend so much time rushing around that we forget to just be still and enjoy one's surroundings. I am fortunate to live in the countryside to the north of Johannesburg and whilst it may be dry, we still have an abundance of birds and wildlife. Only the other day, a rabbit hopped its way across my driveway!

Jane, my office assistant, spent Christmas with her family in Botswana and has returned refreshed to face a new year with PIP. She joins me in encouraging you to B.T.B. (be the best) and look forward to seeing you at some of our PIP functions.

Waves

For the Scots in you

Those of you with Scottish blood may be interested to know of a company that specialises in traditional Scottish products for those far away from their beloved homeland. Kilts, ties, scarves, hats and even teddy bears in clan and dress tartans are available. Wall plaques and writing paper depicting the clan crest are also available.

For more information write directly to Scots Heritage Ltd, Broomcroft, Evanton, Dingwall, Ross-shire, IV16 9BR, SCOTLAND or fax them on 0944 349830311.

If you know of someone who you think deserves to be featured in this spot (male or female) let us know on 011 465 4540: your achievers in the 90's.

Achievers in the 90's

This season we salute a woman who has overcome seemingly insurmountable odds to become a much loved and highly respected member of her community.

Christine Oxtan contracted polio at the age of five and lost total use of her legs. Since then she has spent all her life in a wheelchair but has never let this stop her become an achieving business woman.

Qualifying as a book-keeper ensured the route to a predominantly figure oriented career which took her through a variety of jobs until fate played its hand again. In 1990 Christine was struck with the dreaded M.E. or Yuppie flu as it is more widely known.

Fatigue

This devastating illness which causes excessive fatigue forced her to leave the corporate world and attempt to recuperate during a six month break from the working environment. Christine however soon realised that all the medication that

doctors could give her was not going to assist in this decreasing debilitating illness.

Determination

Instead of sitting back and giving up, she applied all the tenacity and determination that she could muster, and decided to open a florist shop in the



Lonehill shopping centre in Sandton.

Today, over a year later, she has become a successful manager, respected businesswoman and a person who has won the love of all who come into contact with her. The brightness and colours of the flowers are only outshone by her con-

tinuous smile and positive attitude that radiates to all who enter the shop. An unusual presence in the shop is her cat. A beautiful cornish rex (short black curly hair) called Noblix who has purred its way into the hearts of many customers, not to mention shopping bags and baskets. Noblix accompanies Christine to and from work and is most indignant if she is left at home whilst Christine attends a function to arrange the flowers.

Creative

Christine finds the creative environment of floristry a great help in trying to overcome her illness. For those of us fortunate enough to have our health perhaps we can learn a lesson from the power of a positive attitude. Christine, we salute you as an "Achiever of the Nineties!"



Thought for the season

"One day I shall burst my bud of calm and blossom into hysteria"

Margaret Tutwiler

MABULA GAME LODGE

From p 1
ly equipped conference rooms, luxurious chalet accommodation and full sport facilities and it becomes easy to understand why Mabula has become a favourite with companies for conferences and client entertaining with a difference.

For those who enjoy

the game drives, these depart every morning at six for the early birds and nine for those who prefer to lie in. All drives are taken by knowledgeable game rangers who also take game walks for the more serious naturalist. For guests who prefer to go by horseback, this can also be ar-

ranged on one of the many trails through the bush.

If you feel like a visit to the bush, contact Mabula Game Lodge reservations on (011) 463 4217 or attend one of PIP's 1993 seminars when you will have a chance to win a two night stay at this superb resort.

The book retails at R29,99 and for details of distributors and future visits by John Kehoe contact Media House Publications on (011) 882 6237.



RESTAURANT RAVE

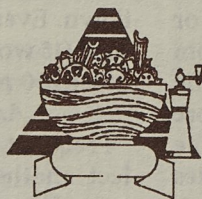
Key: *** More than R70 per head ** More than R50 p/h
* More than R40 p/h L = Licensed UL = Unlicensed

NATAL

The Smorgasbord At The Chart Room (L ***)

Edward Hotel, Marine Parade DURBAN
• Tel: 031 - 37 3681

Lovers of fine cuisine have long extolled the virtues of The Chart room in this old traditional hotel location. The restaurant has recently undergone a revamp and is now boasting new green furnishings in line with the atmosphere of a traditional chart room. The Smorgasbord famous for its seafood delicacies attracts both local and tourists alike who are appreciative of the platters laden with prawns, calamari, mussels, crayfish etc. The Edward has recently been incorporated by the Karos hotel group and it is gratifying to note that the tradition of the famous Smorgasbord will still continue as it was started back in the 1960's by a renowned Danish chef.



TRANSCAAL

LE CANARD (L ***)

Rivonia Road, Morningside.
• Tel: 011 884 4597

Located in a beautiful old house, this restaurant comprises several large rooms and one smaller room which is ideal for private functions. Food is superbly presented and of the highest quality. An outdoor area under large shady trees provides a superb atmosphere for those wanting a pre-dinner or lunch cocktail. The fresh flowers which abound through the restaurant are a delight and add to this atmosphere of suave sophistication that makes this venue a special retreat for romantic dinners, small private functions or to impress company clients. The wine list is comprehensive and offers an excellent choice. Fare may include duck with pear & ginger, fresh line fish with caviar and champagne sauce, chocolate mousse cake or walnut parfait to name but a few.



Up, up and away

If you want to experience the heady delights of a hot air balloon ride, contact Tim Wadden of the British School of Ballooning on (011) 701 3186.

This company also designs and makes corporate hot air balloons.

P O I O P

PRISA will be hosting the International Public Relations Association conference in Capetown on 1-6 May.

The title of "Communicating for Understanding" has been chosen and with international PR speakers it promises to be an exciting event not to be missed by anyone in the PR field.

Contact

For further information and bookings contact PRISA on (011) 339 1993.

SAACI (South African Association to the Conference Industry) will be holding a conference entitled "Achieving Conference Excellence". The venue is the Lost City Convention Centre and the dates have been set for 16 - 18 June, 1993.

Keynote speakers from the international conference scene have been invited. Exhibitions and displays from conference related industries will form part of what promises to be

a vibrant couple of days. For more information contact Sharon at the SAACI offices on tel (012) 803 8734.



IPM have recently published the results of a survey undertaken on Sexual Harassment in the workplace. The result is a document with recommended guidelines for addressing this problem. It is designed to assist companies who wish to draw up an official

policy on the subject. Copies of the full document may be obtained from IPM at a cost of R10 incl. post and admin fee. Contact Anne Clark on (011) 642 7263.

Personal Improvement Plan offers a two hour presentation program on the subject of sexual harassment which includes identifying and addressing the situation.

For more details contact PIP offices on (011) 465 4540.

Like to know more?

If you would like to know more about our "In House" training courses and future functions or have a friend who is interested in being put on the mailing list, please fill in the form below:

Name:..... Company:.....
Designation:..... Tel:..... Fax:.....
Postal address:..... Code:.....

• Please send details of "in house" training (Yes/No)

• Please put us on the mailing list for the quarterly newsletter (Yes/No)

• Please put me on the mailing list for the public secretarial seminars (Yes/No)

• Please send me details of the motivational talks available for conferences (Yes/No)

SEND THIS FORM TO: Personal Improvement Plan, P.O. Box 1324, Lonehill, 2062.

