

New Training Tools

Freebie

Midsize companies sometimes are the middle children of total quality—overlooked in favor of bigger and smaller siblings.

QCI International offers a free catalog on total quality especially for midsize organizations. The catalog includes books, manuals, videos, software, and training courses that focus on getting everyone in an organization involved in total quality. The products are designed to get all employees on board, even ones who work independently or in remote locations.

QCI also offers a free issue of its monthly magazine, *Quality Digest*.

For more information, contact QCI International, Red Bluff, California.

Circle 260 on reader service card.

Another Freebie

A free newsletter, *Executive Briefing: Success Strategies for Today's Managers*, offers original articles that address the needs of top-level managers.

Each biweekly issue features information and tips, as well as a two-page section, "Focus On..." which concentrates on a single topic. Recent issues cover such subjects as boosting sales, cutting costs, motivating employees, and enhancing executive skills.

For more information, contact Economic Press, Fairfield, New Jersey.

Circle 261 on reader service card.

Disability Devices

About 43 million Americans have disabilities, according to Electronic Industries Association. Many people with disabilities are or can be productive workers with the aid of special devices.

"Extend Their Reach" is a pamphlet that describes some of the thousands of electronic devices that can assist people with impairments in sight, speech, hearing, and motion. The pamphlet also lists companies that manufacture and sell some of the products. Additional sections offer suggestions on funding and on obtaining more information.

To receive the pamphlet, contact Electronic Industries Association, Washington, D.C.

Circle 262 on reader service card.

A Little Light on the Subject

Make points in your next presentation with the Infiniter laser pointer from Alpec-Team.

The Infiniter can direct a bright red point of light exactly where you want your audience's attention. The pen-sized pointer can be used to highlight overhead transparencies, video monitors, slides, charts, and LCD panels. Simply push the pen clip and aim.

The Infiniter can operate for three hours using two AAA batteries; the beam will reach up to 100 yards. The cost is \$72 for the nickel/silver version, \$72 for matte black, and \$120 for a 24K gold finish.

For more information, contact Alpec-Team, Danville, California.

Circle 263 on reader service card.



Too Much Light on the Subject

Now you can project visuals even in brightly lit areas. All it takes is one of

This month's tools focus on presentations and quality.

Plus, a face only a mother could love is featured in

Lite Tools.

How To Contact

Training & Development Magazine

Unless otherwise noted, you can write to *Training & Development* at Box 1443, Alexandria, VA 22313-2043. For package delivery, our street address is 1640 King Street, Alexandria, VA 22314-2746. Phone 703/683-8100; fax 703/683-8103; TDD 703/683-4323.

Feature Articles We welcome manuscripts for possible publication in *Training & Development*. Write to Cynthia Mitchell for authors' guidelines. Include a self-addressed, stamped envelope. Phone 703/683-8132. Send manuscripts to Editor Patricia Galagan.

Voice Mail We want to hear your opinions and observations about HRD and *Training & Development*. Send letters to Haidee Allerton; call the Voice Mail phone line, 703/683-9590; or fax a letter to her at 703/683-9203.

In Practice Send press releases or short articles on news, trends, and best practices in training and development to Erica Gordon Sorohan. Phone 703/683-8137.

Training 101 Submit brief articles on training basics to Catherine Petrini. Phone 703/683-8130.

FaxForum is a monthly survey of readers' opinions. Send ideas for topics to Cynthia Mitchell. Fax 703/683-9203.

Research Capsules This quarterly column summarizes recent HRD research. Send material to Linda Morris, director of Industry Services Education, Ernst & Young, Fairfax Square, Tower 2, 8075 Leesburg Pike, Vienna, VA 22182. Phone 703/903-5000.

Books Send releases and review copies of books to Theresa Minton-Eversole. Also contact her if you'd like to be a guest reviewer. Phone 703/683-8134.

New Training Tools Send press releases to editor Haidee Allerton on software, tapes, manuals, electronic equipment, and anything else that helps trainers do their jobs better. Phone 703/683-7251.

Working Life This column reports on trends and practical tips on work/lifestyle issues. Send press releases to Haidee Allerton. Phone 703/683-7251.

Reprints For reprints of *T&D* articles, contact Customer Support. Single reprints, at \$6 each, must be prepaid; bulk orders (50 or more) may be billed. Include issue date, article name, authors' names, page numbers, and billing or credit-card information. Phone 703/683-8129.

Rights and Permissions For permission to reprint articles, parts of articles, or other materials from *Training & Development*, send a written request to Cynthia Mitchell, with the name of the article, the issue date, and the intended use of the material. Phone 703/683-8132.

Subscriptions and Back Issues Contact Customer Support, 703/683-8129.

Product Information For your convenience, we assign reader service numbers to most products, services, and books mentioned in *T&D*. For more information on products, services, and books, circle the appropriate numbers on the postage-paid reader service card.

Advertising For advertising information, contact the appropriate sales rep, listed on page 4.

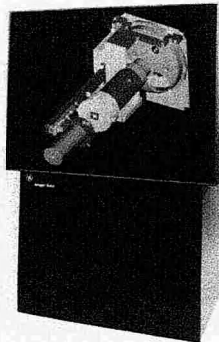
ASTD Membership For information on joining ASTD, call the Membership Services Department, 703/683-8171.

New Training Tools

these two new projection tools and your usual video source.

The Imager 601 Retro and Imager 901 Retro projectors from GE Projection Display Products are designed to project in rooms in which presenters can't control the amount of ambient light that's available.

Each of the Imager Retro projectors is contained within an easy-to-assemble, two-piece unit that includes a 67-inch diagonal, black-stripe, high-gain rear-projection screen.



The projectors, which are constructed for wide viewing angles, feature 1,000 lines of

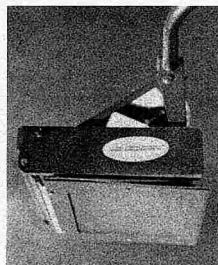
resolution and more than 800 lumens of brightness. Both projectors are compatible with a wide range of computer inputs and may be used to display images from almost any video source.

For more information, contact GE Projection Display Products, Syracuse, New York.

Circle 264 on reader service card.

Block the Light

Have you ever struggled to find the on/off switch on an overhead projector so you could direct your audience's attention away from the screen and onto you?



The Vu-Block blocks the screen while you change transparencies and whenever you want people's eyes on you. There's no need to turn off the projector. The hinged Vu-Block device attaches easily to any projector and operates with the flick of a finger. It's small enough to fit in a briefcase.

The price of the Vu-Block is \$24.95. For more information, contact George Hetrick and Associates, Phoenix, Arizona.

Circle 265 on reader service card.

Product Information

For more information on any product listed in "New Training Tools," circle the corresponding number on the reader service card and drop the card in the mail. The manufacturer will send the information directly to you.

If you'd like to telephone a manufacturer, turn to the reader service page for phone numbers. But please be sure to say that you read about the product in *Training & Development!*

Training Tips

Often promoted as the "trainer's trainer," Robert Pike now offers his widely delivered workshop on a videotape, "Creative Training and Presentation Techniques."

The video consists of four modules: Preparation, Openings and Closings, Motivation, and Creativity. The emphasis is on a step-by-step approach in which participants construct their own outlines for presentations and training programs.

The video comes with a 24-page facilitator's guide, which shows how to stimulate involvement and covers such topics as room logistics and seating arrangements. The 54-page participant's guide, which is designed to be a record of the workshop, includes bonus activities and back-on-the-job reference material.

The cost of the complete package is \$595. For more information, contact BBC Business and Training Media, New York, New York.

Circle 266 on reader service card.

Round 'Em Up; Head 'Em Out

Here are two videos that can help make organizational change a reality—"Paradigm Pioneers" with Joel Barker and "Reinventing the Organization" with Gerald Ross and Michael Kay.

From the heart of Japan to the prairies of Wyoming, Barker talks with "paradigm pioneers," people who recognize opportunities brought about by paradigm shifts and who have the intuition, courage, and

commitment to drive those shifts from rough concept to application.

In "Reinventing the Organization," Ross and Kay are joined by three CEOs whose companies have undertaken massive change in the face of hostile environments. The CEOs describe how they revitalized their businesses by eschewing traditional approaches and by bringing people into the change process.

The video answers the question, "How do you change?" with tips on building empowerment, harnessing resistance, and reinventing people's jobs.

Each video costs \$895 to purchase and \$200 to rent. For more information, contact Videolearning, Haverford, Pennsylvania.

Circle 267 on reader service card.

Fortune Hundred or So

"Be realistic; demand the impossible."

That's just one of the fortunes you'll find in *Fortune Cookies*:

Management Wit and Wisdom. The book is a collection of aphorisms from back issues of *Fortune* magazine, with insights on leadership, employee morale, and innovation ("Innovate or evaporate.")

The book is available through Vintage books, at bookstores, and as a Random House AudioBook.

From the Horses' Mouths

Get the inside scoop directly from winners of the Malcolm Baldrige National Quality Award in the video, "Quality Secrets: The Baldrige Award Winners Speak."

For more information, contact Films for the Humanities & Sciences, Princeton, New Jersey.

Circle 268 on reader service card.

"*New Training Tools*" is compiled and written by Haidee Allerton. Send items of interest to "Tools," Training & Development, 1640 King Street, Box 1443, Alexandria, VA 22313-2043.

SHAPING A NEW GENERATION OF ORGANIZATIONAL LEADERS

CSPP

offers

**INDUSTRIAL AND ORGANIZATIONAL
PSYCHOLOGY
PHD, PSYD, AND MASTER'S PROGRAMS**

- Organizational Effectiveness
- Leadership in Organizations
- Human Resource Management
- Cultural Diversity in the Workplace
- Organization Development Centers at CSPP-Los Angeles and CSPP-Fresno
- National Continuing Education Courses, Seminars, and Workshops

Campuses located in Berkeley/Alameda, Fresno, Los Angeles, and San Diego

For information and an application:

CALIFORNIA SCHOOL OF PROFESSIONAL PSYCHOLOGY
Systemwide Admissions
2749 Hyde Street
San Francisco, CA 94109
800/457-1273

Circle No. 157 on Reader Service Card

You and PMI Together Will Make A Winning Team

Just for asking about our workshops listed below, we will send you a **free** copy of "Supervision: The Organizational Role of Supervisors"

- Effective Classroom Instruction
- Teaching Technical Topics
- Instructional Design
- Needs Analysis, Evaluation and Validation
- Managing the Training Function
- Computer-Based Training
- Team Facilitation Skills

**27 years experience
in the field of training**

Practical Management, Inc.

P.O. Box 8789

Calabasas, CA 91372-8789

Call 800/444-9101

In Canada 416/542-1570

Circle No. 107 on Reader Service Card



Lite Tools

Just for fun... Didn't go to Paris this year? No matter. Paris can come to you in the form of desk-top gargoyles.

Just like the many gargoyles that protect Paris's castles and cathedrals, these medieval monstrosities will watch over your desk or bookshelf and look appropriately grotesque. The gargoyles are cast of weather-

proof crushed stone and hand-finished with antique patinas to give them a centuries-old look.

Choose from "Fierce" and "Thinking." The cost of each two-pound, 5-inch gargoyle is \$16.95. Two or more cost \$14.95 each. For more information, contact David Kay, Peoria, Illinois.

Circle 269 on reader service card.