

Special Offer!

Bring a Colleague
and Save \$100!

Learn, Implement and Succeed. Register Today!

Employment Law Update in Georgia

Athens, GA • May 14, 2013

Faculty

Moderator:

Therese G. Franzén, *Franzén and Salzano, PC*

Spence Johnson, *Orr Brown Johnson LLP*

Marcus G. Keegan, *Keegan Law Firm, LLC*

Julie Loring, *Fisher & Phillips LLP*

Roy E. Manoll III, *Fortson, Bentley and Griffin, P.A.*

Madeline S. Wirt, *Whelchel, Dunlap, Jarrard & Walker, LLP*

For more information about our speakers, go to www.lorman.com/ID391209.

Get the training you need to avoid compliance confusion and expensive litigation.

Prevent the financially crippling employee claims and lawsuits that plague employers in hard financial times. Register for this seminar and get the money-saving employment savvy your company has been looking for.

Let local experts teach you how to create compliant practices and bulletproof policies. With a slew of responsibilities already on your plate, how can you keep up with all the new developments? Easy – enroll today and discover the latest techniques to keep your company out of trouble.

Benefits for You

- Prevent claims from the beginning – learn the right way to hire
- Protect your company from unfair competition – and protect your valuable information – by effectively using noncompete agreements
- Do your part to save the company money by learning how to terminate without causing claims
- Get a head start and learn the outcomes of recent case law

Continuing Education Credit



- CPP/FPC 6.50
- GA CLE 6.7
- HRPD 1.0
- HR Certification Institute 6.50
- CPE 8.0

Learning Objectives

- You will be able to describe the Fair Labor Standards Act.
- You will be able to discuss the hiring process and the do's and don'ts of the job interview.
- You will be able to explain the EEOC process.
- You will be able to review the termination process and documentation techniques.

For more detailed CE credit information, visit us at www.lorman.com/ID391209 or contact us at 866-352-9540.



LORMAN[®]
EDUCATION SERVICES

Keeping You Current.[™]
Helping You Succeed.

Celebrating 25 Years of Continuing Education

Seminar Agenda

8:00 AM – 8:30 AM	Registration	1:25 PM – 2:00 PM	Social Media Issues in the Workplace — Julie Loring
8:30 AM – 9:30 AM	The Hiring Process — Therese G. Franzén		<ul style="list-style-type: none">• Explosion of Social Media• A Public Relations Nightmare• Benefits of the Internet• NLRB Implications• Practical Guidelines and Policies
	<ul style="list-style-type: none">• At-Will Employment Doctrine• Employment Applications• Do's and Don'ts of the Job Interview• Background Investigations• Handbooks, Offer Letters• Employment Agreements (Noncompetes and Confidentiality)• Contract Obligations From Unexpected Sources	2:00 PM – 2:50 PM	The Termination Process — Julie Loring
9:30 AM – 10:30 AM	Fair Labor Standards Act — Roy E. Manoll III		<ul style="list-style-type: none">• Importance and Pitfalls of Performance Evaluations• How Individual Termination Decisions Are Made and Reviewed• Documentation Techniques• Release of Claims
	<ul style="list-style-type: none">• Coverage• Minimum Wage• Overtime• White Collar Exemptions• Compensable Working Time	2:50 PM – 3:00 PM	Break
10:30 AM – 10:40 AM	Break	3:00 PM – 3:45 PM	Protect Yourself From the Angry Former Employee – Noncompete, Nonsolicit, and Nondisclosure Agreements in Georgia — Spence Johnson
10:40 AM – 11:25 AM	EEOC Process — Marcus G. Keegan		<ul style="list-style-type: none">• What Is a Noncompete Anyway and How Do I Use One?• Are Noncompetes Enforceable in Georgia?• I Heard Something About Some Changes to the Law Back in 2010 and 2011 - What Was That All About?• Why Should I Hire a Lawyer to Draft a Noncompete If I Can Find One for Free on the Internet?• What Happens If a Former Employee Is Breaching His Agreement? What Rights Do I Have?
	<ul style="list-style-type: none">• EEOC Charge Processing• EEOC Investigation• EEOC Mediation• No Cause Finding• Cause Finding• Notice of Right to Sue/EEOC Lawsuit	3:45 PM – 4:30 PM	Recent Court Decisions (11th Circuit) — Madeline S. Wirt
11:25 AM – 12:25 PM	Workplace Investigations — Marcus G. Keegan		<ul style="list-style-type: none">• Sexual Harassment• Race Discrimination• Age discrimination• ADA• FMLA• Retaliation
	<ul style="list-style-type: none">• Tips for Conducting Investigations• What to Avoid in Investigations• Resolution of Complaint and Discipline• Discoverability of Investigation Documents• Legal Ethics in the Investigation Process		
12:25 PM – 1:25 PM	Lunch (On Your Own)		

Yes!
Sign
me up!

Special Offer!

Bring a Colleague
and Save \$100!

Employment Law Update

Athens, GA • May 14, 2013 • Seminar ID: 391209

Purchase Options – Check All That Apply

- Yes!** I would like to attend – \$329 (includes free manual with attendance)
 Add a CD recording of this program – \$99*
 Bring a colleague – \$229 per each additional registrant

I am unable to attend, please send me:

- CD/Manual Package – \$349* Manual Only – \$119*

Amount Enclosed

\$ _____ Tuition Subtotal
\$ _____ Shipping & Handling (\$8.95 first item, \$1.00 each additional)
\$ _____ Sales Tax (If tax-exempt, please include your certificate.)
\$ _____ TOTAL

*Add \$8.95 shipping & handling plus applicable sales tax to product orders.
Please allow four to six weeks after the date of the seminar for delivery.

SPECIAL OFFER

Save 20%
when you use the
Discount Code
provided.

Payment Information

Total amount enclosed \$ _____	
<input type="checkbox"/> Check enclosed payable to Lorman Education Services	
<input type="checkbox"/> Charge to credit card <input type="checkbox"/> AE <input type="checkbox"/> MC <input type="checkbox"/> VISA Signature _____	
Card number _____	Exp. Date _____

Names of Attendees (Contact Customer Service for Group Registrations. 866-352-9539)

PRIORITY CODE	15999	DISCOUNT CODE	M9591386
NAME			
TITLE	EMAIL		
NAME			
TITLE	EMAIL		

Firm Information

FIRM NAME		
ADDRESS		
CITY	STATE	ZIP CODE
TELEPHONE	FAX	WEBSITE

Approving Manager

NAME	
TITLE	EMAIL

© 2013 Lorman Education Services. All rights reserved.

How Do I Register?

EMAIL: customerservice@lorman.com
WEBSITE: www.lorman.com/ID391209
TELEPHONE: 866-352-9539
FAX: 715-833-3953
MAIL: Mail this form with payment to:
Lorman Education Services
Dept. 5382, P.O. Box 2933
Milwaukee, WI 53201-2933

Where Is It?

Holiday Inn Athens
197 East Broad Street
Athens, Georgia
706-549-4433

Who Should Attend?

This seminar is designed for human resource managers, operations managers, presidents, vice presidents, supervisors, managers, controllers, accountants and attorneys.

GENERAL INFORMATION:

- This seminar may be recorded.
- If you need special accommodations, please contact us two weeks in advance of the program.
- Lorman Education Services is not approved to offer self-study CPE credit for accountants; therefore, no CPE will be given for this program if ordered as a self-study package.

CANCELLATIONS: Substitute registrants can be named at any time. A full refund, less a \$20 service charge, will be given if notification is given six or more business days in advance. Notification of less than six business days will result in a credit that can be applied to any Lorman products or services. If you do not cancel or attend, you are responsible for the entire payment.

WE ARE EXCITED TO BE CELEBRATING OUR 25TH ANNIVERSARY!

We know this milestone wouldn't be possible without
the support of our loyal customers.

“Keeping You Current. Helping You Succeed.®”
is more than just our tagline, it is the goal of our company.

Our success depends on your success. Thank you for choosing
Lorman as your continuing education provider! Enjoy the program!

Get the training
you need to avoid
compliance
confusion
and expensive
litigation.

Register a Group and Save!

Employment Law Update in Georgia

Athens, GA • May 14, 2013

Continuing Education Credit



- CPP/FPC 6.50
- GA CLE 6.7
- HRPD 1.0
- HR Certification Institute 6.50
- CPE 8.0

For more detailed CE credit information, visit us at www.lorman.com/ID391209 or contact us at 866-352-9540.

REGISTER AT WWW.LORMAN.COM/ID391209 OR CALL 866-352-9539

Employment Law Update in Georgia

Athens, GA • May 14, 2013



LORMAN[®]
EDUCATION SERVICES

A DIVISION OF LORMAN BUSINESS CENTER, INC.

Keeping You Current. Helping You Succeed.[®]

Celebrating 25 Years of Continuing Education

Register at www.lorman.com/ID391209 or call 866-352-9539