

**“We train your employees to be more
effective than they already are”**

Table of Contents

Who We Are	2
About Arabian Morgan	3
Methodology	4
Private Contracting	5
Training Programs	6
Contact Us	15

Who We Are

Arabian Morgan & Associates are the premier personal and business enhancement specialists. We provide professional development and corporate training programs designed to “train your employees to be more effective than they already are.”

Training programs are designed to:

Provide take-away tools for the employee to use immediately

Teach digestible and easy to learn material for maximum comprehension

About Arabian Morgan

Arabian Morgan is the Founder and Principal Consultant of Arabian Morgan & Associates. He has effectively trained over 1,000 corporate executives and employees for Fortune 1000 companies.

Arabian believes that people are destroyed for a lack of knowledge and seeks to educate in various areas of finance and interpersonal relationships. His financial education workshops cover principles of financial planning and money management, investment strategies, insurance planning, effective tax strategies, education funding and successful negotiating. His interpersonal relationship workshops cover how to effectively win friends and influence people, genuine impression management, ethics and integrity and successful networking.

Arabian was a consultant for five years with one of the world's largest public accounting firms, PricewaterhouseCoopers LLP, specializing in individual tax consulting and financial planning. He is a licensed Certified Public Accountant. Over the past six years Arabian has provided tax and financial planning consulting services to individuals of all net worths.

Arabian was an instructor for the USC School of Engineering in 1996-1997, where he taught and instructed Information Technology Programs.

Arabian earned his Masters in Business Taxation from the University of Southern California (USC) in 1997 and also possesses a Bachelor of Science degree in Accounting from USC.

Methodology

Arabian Morgan & Associates recognize that there is no “one size fits all” solution to training programs. We take a three-step approach that involves your participation and input.

Together, your company and our firm will discuss:

1. Where are you now? Here we discuss your company and how you currently view it. What product(s) or service(s) you offer, your corporate values, your critical success factors, etc. This is an important place to begin to assess the background of your company. Also in this step we may need to tour and observe your current operations.

2. Where do you want to be? Here we discuss your goals and objectives.

3. How do you get there? Since there is not a “one size fits all” solution we custom tailor a training program to address your goals and objectives. Currently, we offer the following implementation methods:

Workshops

Seminars

Keynote address

Individual counseling

One-on-one coaching

Retreats/Advances

Video Conferencing

Private Contracting

Arabian Morgan & Associates is prepared to represent your company or firm in training programs for your employees or your clients.

We leave our name behind and take on your company name and professional image. When your clients or employees see us, they see your company or firm.

Arabian Morgan & Associates has taken steps to ensure its representatives are of the highest ethics and integrity. Our representatives are well spoken of and have an exemplary track record in many professional environments and circles. Additionally, we maintain our professional designations in good standing with their respective governing boards.

Training Programs

Financial Education Programs

Ethics & Integrity

Communicating Effectively

Presenting Confidently

Decision Making

Negotiation Strategies

Impression Management

Additional Training Programs

Financial Education Programs

Arabian Morgan & Associates is dedicated to inspiring your employees to “take action” and improve their own financial well being.

Never again should your employees be destroyed financially for a lack of knowledge. As trained Certified Public Accountants, we are committed to helping your employees become financially astute in the areas of: _____

Education is our goal. We will tailor a program to meet your company’s needs. Whether in the form of lunch time seminars, full or half day workshops, or one-one counseling, your employees will have the necessary financial education to proceed with confidence in dealing with personal financial planning matters.

Objectivity is guaranteed! Arabian Morgan & Associates is not involved in the sale or endorsement of any investment or insurance products as a matter of policy. We are a fee only service provider. As such, we provide our services objectively, focusing on the best interest of your employees.

Benefit plans

Money management

Investment planning

Retirement planning

Taxes

Estate planning

Insurance

Stock option

Education funding

Life events

Ethics & Integrity

Every employee should maintain sound moral character while representing your company and while not representing your company. The ethics and integrity of your employees exist 25 hours a day, 8 days a week. Is it time for them to get a refresher on your company's policies and procedures?

Arabian Morgan & Associates will design a program to refresh your employees' understanding of what it means to be a person of sound moral character.

Arabian Morgan & Associates operates its firm on a basic yet specific meaning of integrity. By integrity we refer to three steps:

Discerning what is right and what is wrong

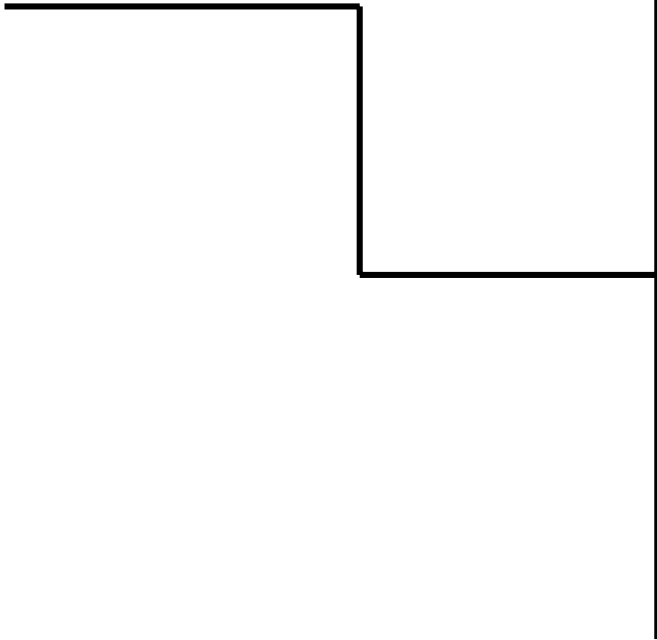
Acting on what you have discerned even at personal cost

Saying openly that you are acting on your understanding of right and wrong

Communicating Effectively

Your employees are communicating all the time. Communicating effectively is critical to information sharing in the business and social environment. Arabian Morgan & Associates can train your employees to be more effective communicators.

Your employees' performance can be improved in the following areas:



- Business writing
- E-mail
- Public speaking
- Interpersonal skills
- Presentation skills
- Customer service

Presenting Confidently

If the answer to any of the questions is YES - then you'll be pleased to know that relief is finally at hand! Arabian Morgan & Associates will train your employees to present confidently and effectively to any size audience.

Now imagine that the next time your employees stand up to make a presentation they're simply brimming with confidence. In fact they are so certain that their audience will be "blow-away" they will deliver the presentation with even more confidence and panache.

Do your employees fear being asked to give a speech or presentation?

Are they sometimes left with the nagging doubt that their presentational skills will let them down on the big day?

Decision Making

Many executives rate decision-making ability as the most important business skill, and this skill extends from the upper-most executive in your company to your hands-on employees. Arabian Morgan & Associates has found that few people have the training they need to make good decisions consistently.

Arabian Morgan & Associates will train your employees to make better decisions without falling into what are called “decision-making traps”. Like a good coach we will inspire your employees to reach their full potential.

Avoid The Traps

- Plunging in
- Frame blindness
- Overconfidence
- Shortsighted shortcuts
- Shooting from the hip
- Group failure

Negotiation Strategies

Whenever your employees are standing eyeball to eyeball, kneecap to kneecap, or communicating in some way with another human being, they're negotiating. If their negotiating on the company's behalf it's important that they know what their doing.

Your company understands that everything it wants is currently controlled by someone, some other company or some other government. Knowing this, have your employees received one iota of negotiation training from their schooling?

Arabian Morgan & Associates believe in creating "win-win solutions" to obtain what it is your company needs to accomplish its goals and objectives while at the same time getting your supplier or client what they need. We will custom design a program to train your employees to negotiate more effectively in their given responsibilities.

Employees will be able to apply the "solutions" learned to their responsibilities immediately.

Win - Win Solutions

"You can get what you want, but you'll have to do more than ask for it."

Impression Management

In today's business world, perception can equal reality. Regardless of what impression your employees' think they are giving, the other person's perception is what counts. If your company wants to be successful with people and your clients, your employees will have to display the right reality.

Everyone your employees meet will form an impression of your company based on what they perceive of your employees. Your company has to be proactive, and with careful training your employees can learn to manage that impression.

Arabian Morgan & Associates will design an impression management program to help your employees manage the impression your company wants to portray. Some areas that have assisted our current clients include:

Dress attire

Communication skills

Time management

Personal management

Dining manners

Workspace management

Networking skills

Additional Training Programs

Working Collaboratively

Finance for Non-Financial Managers

Interviewing

College to Career Transition

Managing and Reducing Stress

Life Skills

Microsoft Excel

Microsoft Word

Microsoft PowerPoint

Microsoft Access

Contact Us

Office 323-778-7381
Facsimile 323-778-8010
E-mail Info@ArabianMorgan.com

Visit us on the web:
www.ArabianMorgan.com

Arabian Morgan & Associates
P.O. Box 451425
Los Angeles, CA 90045