

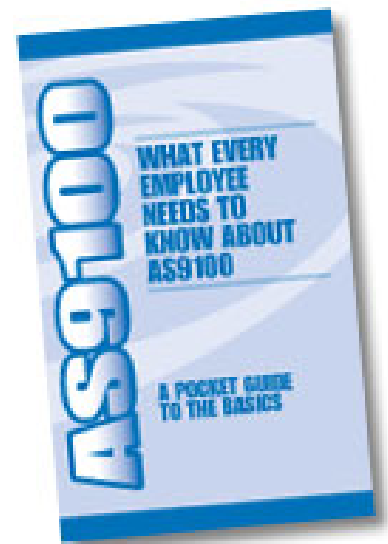
What Every Employee Needs to Know About AS9100 *A Pocket Guide to the Basics*

Employee understanding and support of your AS9100 implementation or upgrade efforts are critical to its success. Eliminating employee resistance and fear caused by a lack of good information is thus an essential step in the successful implementation of an AS9100 quality management system.

**FREE VOICE-
NARRATED
TRAINING CD
WITH ORDERS OF
100+ BOOKS**

What Every Employee Needs to Know About AS9100 - A Pocket Guide to the Basics was written to address the many questions and concerns that arise when a company embarks on AS9100 implementation, such as:

- What is AS9100?
- What does being "registered" mean, and why would my company want to be registered?
- What are the different types, structure, and value of documentation?
- What's my role in improving the documentation system?
- What are the requirements of the AS9100 Standard?
- What's the purpose of internal system audits and how do they work?
- How often are we going to be audited and what are the auditors looking for?
- How do I prepare for an audit and answer the auditor's questions?



This 70-page guide provides a clear and simple look at the requirements of the AS100 Standard, the use and structure of the documentation system, and the auditing process. Non-technical terms are used to assure an understanding of the AS9100 Standard, and to explain how implementing AS9100 will affect employees and their roles in the company.

Giving every employee *A Pocket Guide to the Basics* is a great way to supplement your AS9100 orientation ("kick-off") training. It provides valuable information that your employees can take with them and reference throughout the implementation process. This guide is also very useful as part of your orientation training program for new employees. Give your employees a tool they can reference again and again!

All of our Pocket Guides can be customized with your company's logo, mission statement, and other pertinent information on the inside front and inside back covers. Call for customized Pocket Guide price information!

AS9100 Order Form

WHAT EVERY EMPLOYEE NEEDS TO KNOW ABOUT AS9100 A POCKET GUIDE TO THE BASICS

IS AVAILABLE AT A DISCOUNT FOR VOLUME PURCHASES THROUGH
STEUDEL & SCHULTZ, LLC

QUANTITY	PRICE/BOOK
1 – 99	\$6.99 each
100 – 249	\$6.49 each
250 – 499	\$5.99 each
500 – 999	\$5.49 each
1000+	\$4.99 each

SHIPPING INFORMATION

NAME _____
 COMPANY _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 PHONE _____ FAX _____
 E-MAIL _____
 NO. OF EMPLOYEES _____ SIC CODE _____

QUANTITY & PRICE

PRODUCT	QTY	PRICE	AMOUNT
Pocket Guide	_____ X	\$ _____	= _____
AS9100 Training CD (Voice-narrated) <i>FREE with orders of 100 or more pocket guides</i>	_____ X	\$250.00	= _____
SUBTOTAL			= _____
SHIPPING <i>Call for shipping rates</i>			= _____
SALES TAX 5.5% if shipped within Wisconsin			= _____
TOTAL AMOUNT DUE:			= _____

HOW DID YOU HEAR ABOUT US?

- Web Quality Progress Magazine
 Brochure Quality Digest Magazine
 Colleague Quality Magazine
 Previous Customer Other _____

PAYMENT METHOD

AMER. EXPRESS MASTER CARD VISA
 CARD# _____ EXP. DATE ____/____/____
 SIGNATURE _____
 PURCHASE ORDER NUMBER _____ (ATTACHED)
 CHECK ENCLOSED
 BILL TO NAME _____
 ADDRESS _____
 CITY _____
 STATE _____ ZIP _____ COUNTRY _____
 TEL: (_____) _____

Or, with orders of 250 or more, personalize each pocket guide with your message on the inside of the front and back covers! It's a great way to put your mission statement and/or environmental objectives and values at every employee's fingertips. The price quoted below does not include additional colors. All customized order prices are quoted only after receipt of artwork, graphics, or text.

For more information about
***What Every Employee Needs to know About
 AS9100 A Pocket Guide to the Basics***
 or to order, contact us at:

Stuedel & Schultz, LLC
 313 W. Beltline Highway, Suite 184
 Madison, WI 53713
Toll Free Tel. (866) 271-3121
 Outside the U.S. Tel. (608) 271-3121
 Fax (608) 271-4755

www.ISOPocketguides.com
info@ISOPocketguides.com