

The Messenger

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A WOMAN-OWNED
SMALL BUSINESS

A Letter from Kim



Communication is like playing tennis. A server sends a message to another person. After that person receives it, they respond to the message. No one serves a ball until the other person is ready to receive it. However, we often send messages to people who aren't expecting them.

To truly understand what is being communicated, we need an accurate perception of what is said. We all interpret and respond to information differently. This variety is not necessarily negative; it can strengthen our problem-solving skills. Several factors influence our perception: tone of voice, values, background, past experiences, emotional bias, and behavioral styles. Having an incorrect perception of a message can lead us to make hasty judgments, confuse fact with fiction, become stubborn and unmovable in our decisions, or use language that exaggerates the circumstances.

Following a few simple guidelines will help clarify perceptions. First, give and receive detailed information. Be very specific, but not overly so, when transmitting information. Provide as much detail as necessary to prevent miscommunications. Second, if you're unsure, verify what you think they said. After hearing a message, repeat it back to ensure you've understood correctly. This also gives the originator a chance to clarify any misunderstandings. Finally, make sure you get the who, what, when, and where. Without all the information, you can't accomplish what needs to be done.

Serving Up Good Communication

People fall into one of four main communication styles.

Hard Charger

A Hard Charger is a logical, results-oriented person. They are very structured and methodical. To this person, the bottom line is more important than the methods of getting there. Because hard chargers are so logical, they must think through any change before it is made.

Cogitator

The Cogitator is also a logical person. They are systematic and value gathering information because they dislike any gray areas. They focus all decisions on data, processes, policies - not people. They also want to examine data before any change is made.

Serving Up Good Communication

Risk Taker

The Risk Taker runs things by the seat of their pants. They make decisions fast and loves change. They are willing to have trial and error to find the correct answer. They also lean on people rather than data.

Feeler

A Feeler examines all issues based on their feelings. They are very intuitive and focus on their “gut” instinct. They value ideas and are open to change if others support it. They love people more than anything.

Increasing communication is easy to do. Grasping a few simple rules will help you transmit information effectively.

Give goals or expected results up front - knowing what is expected can help people understand the desired outcome of the conversation. It will provide them with a direction for focusing their thoughts.

Stay on task and don't chase rabbits - “Hunt one trail at a time.” Chasing unrelated topics will only confuse people and get their minds going in opposite directions. Keeping on the current topic will also save you time and energy.

Be descriptive in your words and details - Use as much detail as possible when communicating an important message. This will increase the probability that it will be received correctly. However, be careful to balance the level of detail with what is needed and what is excessive.

Make your message as simple as possible - Do not complicate it. If it doesn't need to be said, don't say it. Adding unnecessary details will only lead to confusion and misunderstanding of the message's goal.

Taking these steps will increase the success and effectiveness of the message being transmitted. If you are receiving the information, keep these in mind for questions to ask to make sure you understand everything.

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2026 Boot Camp Dates

April 20-23, 2026	Live, Virtual PMP®
June 1-4, 2026	Live, Virtual PMP®
August 10-13, 2026	Live, Virtual PMP®
October 5-8, 2026	Live, Virtual PMP®
December 7-10, 2026	Live, Virtual PMP®

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PMP® EXAM PREP CLASSES

*You pass or we pay
for the 2nd and 3rd test*

Truth

Proverbs 8:33
Hear instruction and be wise,
and do not neglect it.

Colossians 4:5
Walk in wisdom toward outsiders,
making the best use of the time.

One of the best ways to
persuade others is with your
ears - by listening to them.
Dean Rusk

We want to recognize students who have successfully passed the PMP® Exam.

What is your favorite food?

Tacos

What was the best thing about the PMP® Exam Prep Boot Camp?

That it allowed me to be able to pass the PMP on the first try.

What was the most challenging thing about the Boot Camp?

The amount of information covered in the short period of time. I liked the idea of the condensed boot camp because it really does allow to strictly focus without the distraction of work projects but it is intense with the amount of knowledge.

How do you think the PMP® Certification will help your career?

Allow me to be a better leader of projects and products. Open up opportunities that might not have been available to me previously.

Please write a recommendation about our class.

I won the class via the PMP Mastermind group, going into the Mastermind I was on the fence about taking the exam. After winning the boot camp I knew I had to so I went all in. In both the Mastermind and the Boot Camp I felt that the Mathis team helped prepare me for filling out the application and the exam. I went into the exam calm and confident from their guidance.

Fun - Valentine's Jokes

What did the bat say to his girlfriend?
"You're fun to hang around with."

Boy: Do you have a date for Valentine's Day?
Girl: Yes, February 14th

What did the paper clip say to the magnet?
"I find you very attractive."

What do farmers give their wives on Valentine's Day?
Hogs and kisses!

Did you hear about the romance in the tropical fish tank?
It was a case of guppy love.

Why should you never breakup with a goalie?
Because he's a keeper

What do you call two birds in love?
Tweethearts!

What did the elephant say to his girlfriend?
"I love you a ton!"

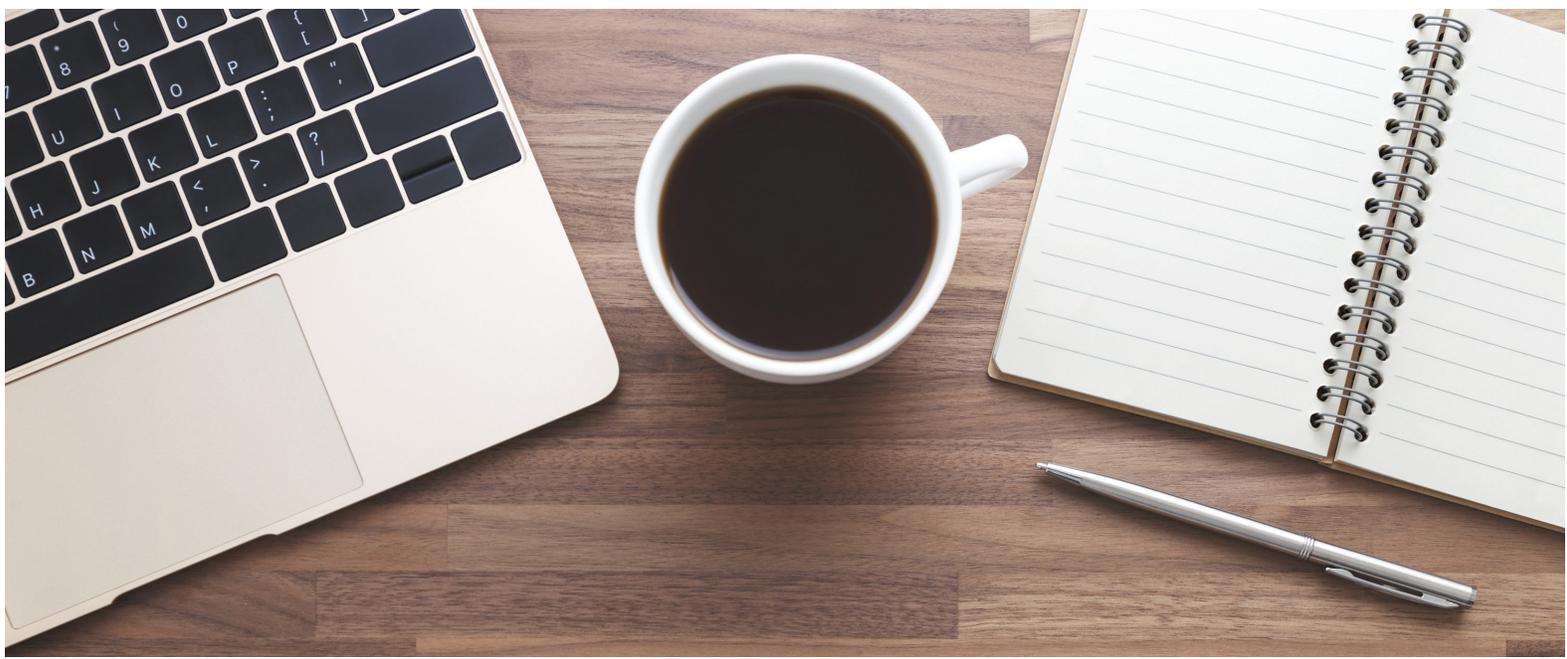
What did one boat say to the other?
"Are you up for a little row-mance?"

What did the guy with the broken leg say to his nurse?
"I've got a crutch on you."

What do you say to your single friends on Valentine's Day?
Happy Independence Day!

What's the best part about Valentine's Day?
The day after when all the chocolate goes on sale.

<http://www.rd.com/jokes/valentines-day-jokes/>
source: <http://www.jokes4us.com/holidayjokes/valentinesdayjokes/valentinesdayjokes.html>



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APRIL 20-23
JUNE 1-4
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