



APPLIED Tech People
Development Sdn Bhd (977323-W)

www.atechpdc.com

CPE/CPD Entitlement

HRDF claimable under SBL



Training Series

Communication Engagement & Presentation (CEP)

Target Audience: Head of Department, Managers, Engineer, Accountant, Project Leader, Team Leader, Assistant Manager and anyone who have subordinates

The present era places great emphasis on good communication and presentation skills. With good communication, one is able to effectively engage and convince the management, superiors, employees, clients and customers. While with effective presentation skills, you is able to refine the way you put forward your messages, transmit the messages with clarity; engage the audience in the presentation and enhance your persuasive powers.

For professionals, communication and presentation skills are even more important. While technical mastery is important for the professionals, however, without good, clear and easy to understand communication to engage and influence the team, one will remain as a lone ranger or a specialist. Becoming a manager to lead a team or work as a team player will remain a challenge. The success of the employees depends on the effectiveness with which they explain and present information.

This series of training aims to enable participants to master a series of important communication and presentation skills ranging from fundamental communications, effective presentation to advance communication and presentation.

FEEDBACK

“The concepts are profound and practical. Bryan really understand our difficulty as a leader.”

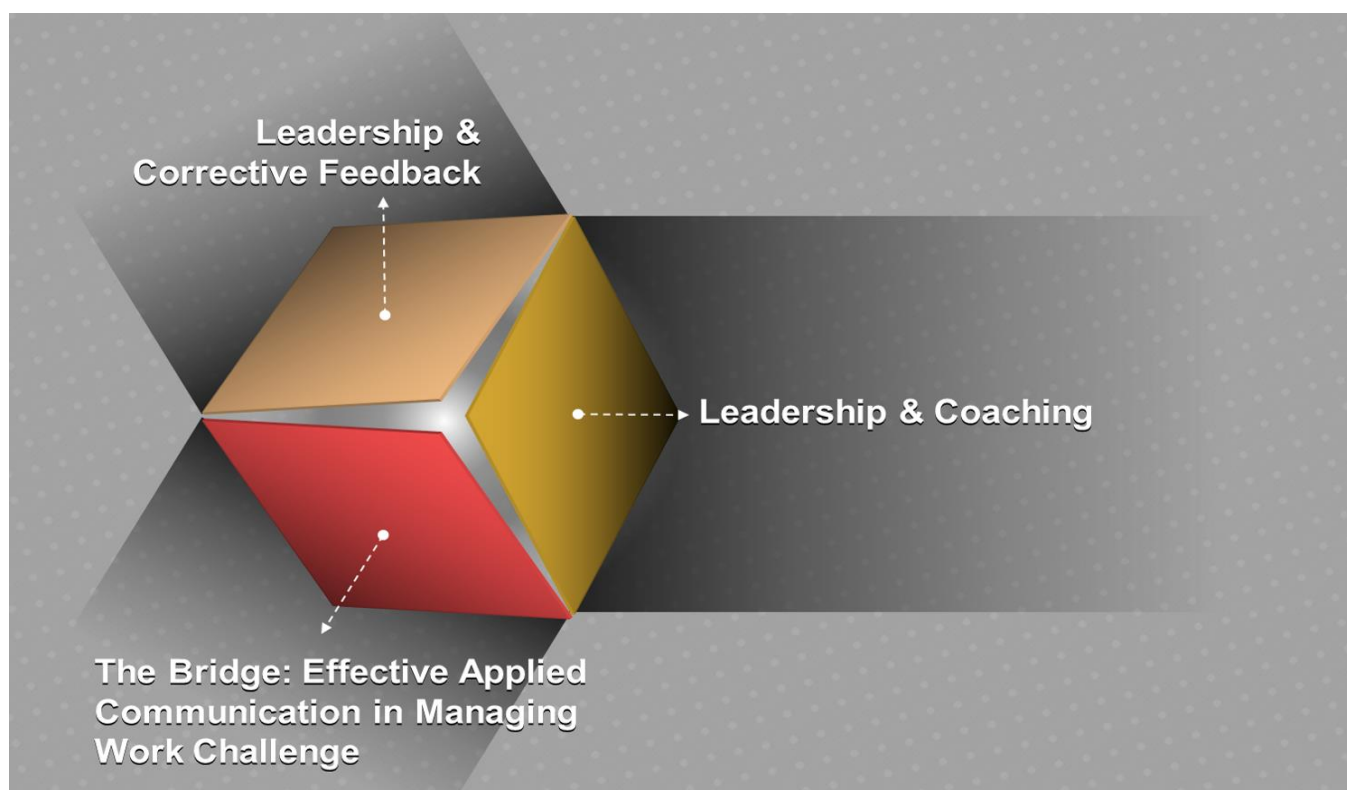
“This training selected excellent materials, provided great examples and put together an experience that could transfer key learnings into application immediately.”

“This excellent class reconfirmed for me that effective strategy and execution are key to manage people”

“I highly recommend this training to anyone who has people they want to develop and want to develop themselves.”

“This training helps me a lot. I have better ideas now why others reacted to me in certain way.”

“From this training, it helps us to examine what effective communication really means and what each of us has to do to achieve it”





Topic 1: The Bridge: Effective Applied Communication in Managing Work Challenges

Dealing with conflict @ Work

It is unavoidable in a leadership role that a manager needs to communicate effectively to all levels. An age old aphorism goes, "It's not what you say, but how you say it." Communication is what separates a poor leader from an exceptional one. Good solid organizational communication eliminates barriers; resolve problems and builds stronger workplace relationships for increased productivity. Employees can experience an increase in morale, productivity and commitment if they are able to communicate up and down the communication chain in an organization. Having effective communication skills is the key to good leadership.



Topic 2: Leadership & Corrective Feedback

Advance Communication in People Management

Being able to give and receive feedback is one of the most effective tools in providing behavior change and in providing direction for personal and professional development. Although organizational leaders are recognizing that **feedback** is one of the best vehicles to help people **grow** and develop, they lack the skills and courage to give and provide the most effective forms of feedback - reinforcing and redirecting.

Reinforcing feedback can be highly motivating. Most people like to hear positive input about themselves and their performance.



Topic 3: Leadership & Coaching

Tapping into Employee Hidden Potentials

It is essential to tap into employees' potential to achieve higher business performance. The question now is "How"? Through coaching. Coaching can optimize results and drive significant financial impact to the bottom line.

Many organizations today utilize coaching to build alignment, accelerate goals, and develop current and future leaders. Corporate coaching is focused on execution and results!



Additional Topic : Effective Message, Impactful Presentation: The 3C Principles

WOW your Audience with the Presentation

Presenting information clearly and effectively is key to getting your message across. However, today many top management and executives are frustrated despite their investment in training, admittedly, presentation skill is not something that can be changed overnight. However, with the right techniques, presentation framework and intensity of practice with feedback, one will be able to create quick wins and effectively deliver an effective and impactful presentation.

Communication Engagement & Presentation

APPLIED People has more than 15 years training experience with extensive international intellectual resources where we worked closely with organisations, in China, USA, Singapore, Malaysia, Brunei and others to conduct many choices of structured leadership program where UPDATED + PRACTICAL industry leading enterprise management skills, methods and leadership tools. We combined our psychology expertise with management skills to provide fruitful insights to our clients.

Quality Policy

We strive to continuously improve our training programs in order to uphold the practicality and relevance of the training topics; ensure delivery style adhere to adult learning principles by creating a safe and positive climate to encourage openness in learning



Mr Bryan Ng

An International Trainer with a Unique Combination of Business + Management + Finance + Psychology Expertise!

Trainer Profile

Mr Bryan Ng, Chun Seong (MSc Mngt Psychology (UK), CA, CIMA, MSP, Satir), BSc(Hon)(UK) Acct & Fin Mngt, has extensive management and financial experience and was a Corporate General Manager of a Trading House. He has been conducting training for professionals nationally and internationally in transformational leadership for the past 14 years.



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HP: 016-221 6961

Tel: 03-7661-0158

Website: www.atechpdc.com