



Effective Presentations: Getting Your Ideas Across (re-run)

Programme Code: W090912S

Speaker

Ms. Angela Shing, BBus, MSc, CPA(Aust.), IIAC(UK)

Ms. Shing has a wealth of experience in the commercial and banking sectors, focusing in the last 10 years on training & development. Prior to setting up her own training consultancy business, she was a regional head overseeing the training function for 13,000 employees in Asia Pacific.

Ms. Shing specialises in designing and delivering training workshops in sales & service, client relationships, leadership & management, communication, and personal and team effectiveness.

Date

Saturday, 12 September 2009

Time

9:30 a.m. – 5:30 p.m.

Venue

Hong Kong Institute of CPAs Training Centre, 27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong

Enrolment fee

HK\$1,700 for HKICPA member or student; and IA/HKIAAT's member or student
HK\$2,000 for non-member

Language

English

Format

Workshop, including practice through presentations to the class

Subject / Level

Management and Leadership Skills /

General - for delegates who do not have prior knowledge of the subject area

Target Audience

Managers and professionals who want to enhance their presentation skills

CPD credit

7 hours

About the programme

This workshop helps you build up your confidence in making presentations. It focuses on developing the structure and content, enhancing your presentation skills and handling questions from the audience. You will practice your presentation skills in the workshop.

Course Outline:

- Developing the presentation's theme and content.
- Enhancing presentation skills.
- Overcoming stage fright.
- Making good use of visual aids.
- Handling questions.