

OH ENGLISH 😊 : COMMUNICATE CONFIDENTLY IN ENGLISH

PROGRAM OVERVIEW

The *Oh English 😊 : Communicate Confidently in English* course is a 2-day adventure in using English in workplace situations. It aims to build confidence and to motivate participants to use English as well as provide a solid foundation in communication skills.

This active and fun course will help participants improve their use of English. Especially if they are not confident and avoid situations where they should use English.

This is a very interactive course filled with games and activities that keep interest and motivation high. There is a minimum of theory and a maximum of use of English. We apply our belief that the best way to learn a language is to use it.

Duration

2 days

Learning Outcomes

The objective of this course is to help participants communicate better in English.

That is:

- to speak with confidence in face-to-face situations
- to be understood when you speak
- use the right words and phrases in the right situations, and
- take part in group discussions and meetings,

This course is different because it focuses on practical workplace English, not complicated academic English. This course has been designed by the leading expert and practitioner of clear language in Asia, Mr Geoff Webb.

Benefits

This course is all about building confidence in using English by unlocking participants' existing knowledge of English. This is much more cost-effective than trying to "re-educate" participants.

Experience shows that many Malaysians have a much better knowledge of spoken English than they display in the workplace. This course focusses on using and building on that existing knowledge.

WHO SHOULD ATTEND

This course is designed for junior executive and staff who are not confident in communicating in English. The course will also be ideal for any other staff who are not confident in spoken English.

Participants must currently be able to understand and use English but they may make frequent mistakes in grammar and using words.

PROGRAM METHODOLOGY

- Learning Games
- Peer Learning
- Fun Application Based Activities
- Skill Practice
- Personal Reflection and Assessment
- More games and activities

KEY MODULES

Module 1: Oh English 😊

- Getting comfortable with English
- Speaking and pronunciation
- Active listening to understand

Module 2: Face to face communication

- Introducing self, asking and answering questions
- Asking and answering questions
- Body language

Module 3: Common Mistakes in English

- 6 common mistakes in Malaysian English
- Talking about ideas
- Presenting information
- Using English in workplace communications

Module 4: Continue the Journey

- Making a plan to continue improving



**HRDF / SBL
CLAIMABLE**





MR GEOFF WEBB

Mr. Geoff Webb from TACTICS Asia Sdn Bhd has been based in Malaysia for over 20 years. He has been responsible for training thousands of staff from companies like PETRONAS, Alstom, MISC, Technip, UMW, Ranhill, MMC and Tenaga Nasional.

He has helped staff and managers from Felda, Takaful Ikhlas, Affin Bank, Samudra, Powertium Engineering, Transwater API, Alam Flora and others to improve their ability and confidence in English. He has also worked with Companies like ExxonMobil, Murphy Oil, Scomi Engineering, Carigali Hess and Dow Chemical.

His special expertise is in communication strategies and techniques and in English language learning. He also writes technical operation and maintenance manuals in a variety of industries.

Geoff has an MPhil degree in Education, a BSc in Mathematics and diplomas in Education and Teaching.

OH ENGLISH ☺: COMMUNICATE ENGLISH CONFIDENTLY

Date : 27 – 28 FEBRUARY 2017

Venue : PACIFIC REGENCY, KUALA LUMPUR

PARTICIPANTS

Name :
Job Title :
Telephone :
Email :

Name :
Job Title :
Telephone :
Email :

Name :
Job Title :
Telephone :
Email :

Note: Please attach a list of participants if insufficient space.

AUTHORISATION

Name :
Job Title :
Telephone :
Email :

ORGANISATION

Name :
Telephone :
Fax :

SEND INVOICE TO

Department :

Address :

Course Duration	Individual Price	Grouping Price
2 DAYS (Non-Member)	RM 1,700 / person	RM 1,400 / person (min. 2 persons)
2 DAYS (MOGEC Member)	RM 1,600 / person	RM 1,300 / person (min. 2 persons)

PAYMENT DETAILS

- Participants are required to pay before or on the first day of the course.
- (Please Tick Where Applicable)

☐ Cheque made payable to
Pace Up Sdn. Bhd.

☐ Bank Transfer: Pace Up Sdn. Bhd.
Bank: Malayan Banking Berhad
Bank Address: Taman Setiawangsa Branch,
Wisma Prima Peninsular,
2, Jalan Setiawangsa 11,
Taman Setiawangsa,
54200 Kuala Lumpur.

Account No.: 562188319491
Swift Code: MBBEMYKL

(All bank charges to be borne by payer. Please ensure that 'PaceUp' receives the full invoiced amount.)

- We do not give refunds for cancellations. However, you may substitute participant (s) at any time.
- If we receive cancellations in writing more than (7) days before the training course, you will receive a 100% credit (valid for one year) to be used for another training course.
- Cancellations received less than seven days before to the training course may result no credit for future training.
- If we postpone training course, participant payments for the postponed course will be 100% credited towards the course at a rescheduled date.
- We shall assume no liability whatsoever in the event this training course is cancelled, rescheduled or postponed.

IN HOUSE TRAINING SOLUTION

☐ Yes, I would like to organise this training course in-house and save up to 50% of total course fees!
Please send me more information

