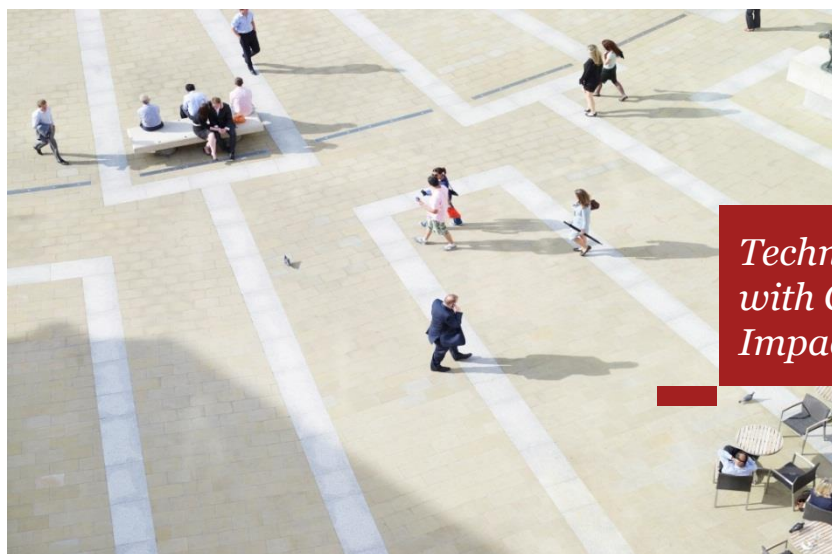


Think on Your Feet® for Finance Professionals

2-day Workshop



Techniques to present ideas with Clarity, Brevity and Impact™

Objective

Clear speaking is clear thinking. By focusing on an individual's ability to think quickly and clearly, "Think On Your Feet®" dramatically improves oral communication skills.

Benefits of attending

- Have you been asked to summarise a technical report into a 3-min concise and brief verbal update during a meeting?
- Have you been in a situation where you needed to answer important questions on the spot and you were not able to find the right words or the right structure to present it well?
- Have you had problems getting your ideas across to your peers and your superiors in a structured way when it mattered most?

In today's fast-paced business environment characterized by information overload and high opportunity costs for time, getting your ideas across clearly, concisely and persuasively – even if you have little or no time to prepare – is a skill financial professionals can't do without. "Think on Your Feet®" will equip you with these skills that are a must as finance professionals: clarity, brevity and impact in communicating your ideas.

Who should attend?

Financial controllers/managers, internal auditors, consultants, accountants and accounting officers, or anyone whose effectiveness depends on reaching others through the spoken word.

The "Think On Your Feet®" program has achieved worldwide recognition as one of the most original and useful communication workshops taught today. It has been conducted throughout the US, Canada, Australia, New Zealand and Asia. "Think On Your Feet® for Finance Professionals" is a powerful adaptation specially designed for finance professionals who have to communicate financial facts and figures. It is based on a highly interactive program that teaches the art and science of conveying convincing, confident and memorable ideas. It provides recipes for reasoning to dramatically improve oral communication skills, particularly the ability to handle questions, contribute to meetings and prepare tailored talks.

By the end of this program, you will:

- Be clear, convincing and memorable when speaking to management, clients, peers and other stakeholders
- Be structured when speaking, dealing with difficult questions or when being put in a spot
- Be able to put your thoughts in a clear and structured way to ensure that you make an impact



Technical Skills



People Skills



Conferences & Facilitation



Training Advisory

Workshop Agenda

- Thinking and speaking clearly
- Getting to the point and being remembered
- Outline longer presentations in half the time
- Integrating left and right brains for structured improvisation
- Organising information in chronological order
- Using geography and places as your organising framework
- Dividing information into well-defined facets or aspects
- Handling questions quickly and coherently
- How to broaden or narrow your listener's perspective
- Analysing topics in terms of two extremes and leading to a compromise
- Presenting proposals, new products or services
- Targeting your answers to your listeners' core concerns
- Use 'bridging' techniques to clarify questions and handle tough questions

You will receive a complimentary TOYF manual that contains worksheets, checklists and post-workshop memory aids.

What did past participants say?

"Of utmost relevance and very practical, easy to bring concepts back to workplace"

"Well-paced and structured program, highly recommended for the 'shy' Finance person to overcome the butterflies in their tummies when it comes to presenting"

"An excellent course for those who need skills to think quickly, presenting and speaking to a group"

"Very good course. Very practical. Like the format where there's lots of exercises and less theories and concepts."

"It's an excellent course for learning how to structure thoughts as the concepts are simple yet very applicable"

"Fun & enjoyable, made presentations seem less formidable"

Registration fees (all fees include 7% GST)

Early Bird rate*

PwC Clients & Alumni: S\$915.00

Public: S\$985.00

Normal rates

PwC Clients & Alumni: S\$955.00

Public: S\$1,045.00

Early Bird rates: To qualify for early bird registration, **registration fees must be received one month before the workshop. Registration fees are based on date of payment receipt, not the date of receipt of registration form.*

How to register

To register, simply fill in the registration form on the last page or select the course via our Training Calendar (www.pwc.com/sg/academy) and click on the chosen course date to access the digital registration form.

For any further queries, please email academy.sg@sg.pwc.com

About the workshop leaders

Trainer's involvement in the workshop is subject to availability and PwC reserves the right to appoint the most appropriate trainer.



Terry Netto
People Potential Asia Pte Ltd

Terry is the CEO of People Potential, a Learning & Development consultancy with offices in Singapore and Malaysia. Its facilitators work across Asia, with occasional engagements in Europe, North America and Africa.

Terry facilitates workshops for senior and middle managers in Leadership Development and Influencing Skills and has run workshops for multinational corporations in major cities like New York, London, Frankfurt, Beijing, Shanghai and Hong Kong. In the 1990s, he was one of six Master Trainers in the world for the 'Think on Your Feet'® programme.



Sharmini Suthan
People Potential Asia Pte Ltd

Sharmini heads the People Potential regional office in Singapore. In the 25 years she has spent in the training industry, Sharm has been involved in business development, strategic planning and client servicing with numerous local and multinational companies. Her prior work experience in the retail industry has helped in designing and conducting workshops and programmes across a wide variety of industries.

Sharm has trained spokespeople, including diplomats, managing directors and CEOs, to handle a variety of communication situations – major presentations, handling the media and top-level negotiations.



Tony Moore
Director, PwC Singapore

Tony is a Director in PwC's Academy and has over 15 years of experience in facilitating communications skills workshops including Think On Your Feet®. He has facilitated over 250 communications skills workshops across a broad range of industries, including Banking & Finance, Telcos, Manufacturing, Mining & Resources as well as various service companies including the accounting profession.

Tony is one of PwC's leading workshop facilitators and has designed and facilitated workshops successfully in Singapore, Malaysia, Hong Kong, China, Korea, Japan, Vietnam, Indonesia, India, Sri Lanka, Thailand, France, USA, South Africa, Azerbaijan, Dubai, United Kingdom and Australia.

Registration Form

Think on your Feet® for Finance Professionals

Rates	PwC Clients & Alumni	Public
Early Bird rates*	S\$915.00	S\$985.00
Normal rates	S\$955.00	S\$1,045.00

* **Early Bird rates:** To qualify for early bird registration, **registration fees must be received one month before the workshop.** Registration fees are based on date of payment receipt, not the date of receipt of registration form.

Please register the following person/s for the workshop on:

☐ 23 - 24 May 2018 (9am – 5pm) ☐ 23 – 24 October 2018 (9am – 5pm)

Name: Mr/Ms/Mdm Designation:

Email: Contact No:

2. Name: Mr/Ms/Mdm Designation:

Email: Contact No:

Contact Person

Name: Mr/Ms/Mdm Designation:

Company: Address:

Email: Contact No.: Fax:

Enclosed is cheque for S\$.....(Cheque no.) made payable to “PricewaterhouseCoopers Risk Services Pte. Ltd” Kindly indicate the course reference “**TOYF**” along with your payment for ease of reference.

Registration and Payment

Registrations will only be confirmed upon receipt of payment and registration form. Please email the scanned copy of your registration form to academy.sg@sg.pwc.com and/or mail the registration form and payment to **7 Straits View, Marina One, East Tower, Level 9 Mail Centre, Singapore 018936 (Attn: Mary Lacaste, PwC's Academy)**

For registration and enquiries, please call Ms Mary at (65) 8729 0518 or email us at academy.sg@sg.pwc.com.

In-Company Training

This workshop can be presented on-site at your organisations an in-house programme. For more information and enquiries, please contact Tony Moore at (65) 9637 5489 or email at anthony.moore@sg.pwc.com.

Note:

- Fees includes 7% GST, refreshment, lunch and seminar kit.
- The seminar will be conducted at a dedicated training room at our office in MarinaOne or at a venue located near an MRT.
- Certificate of Attendance will be awarded on successful completion of the workshop.

Cancellation policy:

Full payment must be made prior to the seminar.

Registered participants will be liable for the full fee even in the event of non-attendance.

Upon receipt of registration, any request for cancellation or a replacement must be confirmed in writing at least

(7) working days before the seminar and subject to PwC's Academy's approval.

A 10% administrative fee will be imposed for any cancellation or deferment received less than **(5) working days** before the seminar.

PwC reserves the right to amend, postpone or cancel the seminar due to unforeseen circumstances.