

## ATURCARA KURSUS

Jenis Kursus : **CORPORATE IMAGE**

Tempat Kursus : HOTEL SINGGAHSANA, PETALING JAYA, SELANGOR.

Tarikh Kursus : 09 – 10 April 2012 (Siri 1/2012)

Penceramah : Bahiyah Lasim

MASA HARI	8.30 – 10.30 pagi	10.30 – 11.00	11.00 – 1.00 t/hari	1.00 – 2.30	2.30 – 4.30 petang	4.30 – 5.00
<b>PERTAMA</b>	(1) • First Impression. • Visual Slimming. • The Right Image for your Workplace.	Minum teh pagi & rehat	(2) • Risk of poor professional dress choices. • What to wear and what not to wear in meeting.	Makan tengahari & rehat	(3) 7 Steps to a polished Profesional Image.	Minum teh petang
<b>KEDUA</b>	(4) • Basic wardrobe requirements for women and men. • Learn how colors and formality level communicate your powers.		(5) Rules for proper posture and poise ; chin/head/body/walking/ sitting etc.		(6) • Accessories magic for working professionals. • Image Sabotage.	Minum teh petang & Bersurai