

UTMSPACE is a Training Provider under HRDF
(Reg. No. 0902)



UTM
UNIVERSITI TEKNOLOGI MALAYSIA



WORKSHOP ON **MODERATING LIKE A PRO**

23 SEPTEMBER 2020

PETRA 1, RESIDENSI UTMKL,
UTMSPACE KUALA LUMPUR

This is a one day workshop for participants to learn and enhance skills in moderating, specifically for panel discussions which have become popular at conferences, seminars and town - halls. The style is a two way interactive workshop between trainer and participants to bring out the best from participants with simulated panel discussions for a hands on experience. Comprehensive coverage on all aspects of becoming a better moderator.

1. What you need to be a moderator.
2. Find out what it takes to be better equipped.
3. How the pros do it and how you can do it too.
4. Essential keys to moderating like a pro.



TRAINER

RAYMOND GOH is a TV News anchor for almost 3 decades. He draws from his years of experience interviewing, hosting and moderating for TV and conferences to impart real world insights and knowledge. His training and coaching sessions covering various subjects have benefitted numerous individuals including senior management of companies and MNCs, government officials and VIPs. He is also currently the Chief Trainer for TV3's English news presenters.

REGISTRATION FORM

To confirm your registration, please complete this form including payment.

YES! Please register the following participant(s) for this course

I am interested but unable to attend. Please put me on your mailing list

Please tick (/) where applicable

Course Name : **WORKSHOP ON MODERATING LIKE A PRO**

Date : **23 September 2020**

Venue : **Petra 1, Residensi UTMKL, UTMSPACE Kuala Lumpur**

Fee : **RM800.00** per pax
(inclusive of refreshments)

For enquiry, please contact **MS. ULAIYA (HP: +6018-9013303)** Email: ulaiya@utmSPACE.edu.my

For registration, please contact **MR. AZWAD (Tel: +607-5318043);** Email: azwad@utmSPACE.edu.my

***DETAILS OF PARTICIPANT ATTENDING THE COURSE :**

No.	Name of Participant	Mobile No.	Email	NRIC (for HRDF claim)	Fee (RM)

(Please attach a separate list if necessary)

*UTMSPACE respects the privacy of its customers with regards to personal data. For further details, please visit: www.utmSPACE.edu.my/pdpa

Total

SPONSORSHIP : Self-Sponsored

Company-Sponsored

INDIVIDUAL / COMPANY DETAILS (for issuance of invoice) :

Organisation : _____

Address : _____

Contact Person : _____

Co. Reg. No* : _____
*If applicable

Tel No. : _____

Designation : _____

Fax No. : _____

Email : _____

Cancellations received in writing 30 days prior to the programme are eligible for a refund, subject to a 15% cancellation fee. Cancellations received less than 14 days from the date of the programme are not eligible for a refund. However, substitute attendees are welcome. Please note that the speakers and topics are confirmed at the time of printing. However, circumstances beyond the control of the organisers may necessitate substitutions or cancellations of speakers and/or topics. As such UTMSPACE reserves the right to alter or modify the advertised speakers and/or topics.

Authorised Signature* : _____ Date : _____

Name : _____ Designation : _____

* Head of Department / Approving Manager

Company Stamp

MODE OF PAYMENT

A. Cheque or Bank Draft

Cheque No. / Bank Draft No. : _____ Bank/ Branch : _____

**All crossed cheque / bank draft should be made payable to Account Name : UTMSPACE
Account Number : 8601518228 | Bank Name : CIMB Islamic Bank Berhad | Branch : UTM Skudai, Johor**

B. Telegraphic Transfer / Local Order

Transaction Date : _____ Reference Number : _____

| Terms & Conditions Apply |

FOR FURTHER INFORMATION, PLEASE CONTACT:

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E-mail : ulaiya@utmSPACE.edu.my / azwad@utmSPACE.edu.my Contact Person : MS. ULAIYA & MR. MOHD AZWAD