



**You Can Conquer
The Fear To Speak!**

The ***speechcraft workshop*** is designed to help you deliver the breakthrough performances that power success in today's ever more competitive – and demanding-business environment.

It offers you the opportunity to learn, practise and evaluate your skills.

Dates:	4 Saturday afternoons 15, 22, 29 January & 5 February 2005 (4 sessions)	
Time:	2:00 pm	Registration
	2:30 pm to 5:00 pm	Speechcraft Workshop
Venue:	Kowloon-Singapore Toastmasters Club, c/o Kowloon Club 93 Toa Payoh Central #05-02, Toa Payoh Central Community Building, Singapore 319194	
Fees	\$98 per participant (public), \$80 for Kowloon Club members (Early birds who sign up before 15 th Dec. 2004 can enjoy a discount of \$5.) (Limited seats) (Includes (a) course materials, (b) light refreshment & (c) an option of getting 6-month Toastmasters International Membership at a big discount.	
Trainer:	Michael Wee , Distinguished Toastmaster, has been a toastmaster for 12 years. He is experienced in conducting Speechcraft in organizations like Singapore College of Insurance, Temasek Polytechnic and various Toastmasters Clubs. He also worked with schools and conducted Public Speaking Programs with Tampines Junior College, Catholic Junior College, and others.	
Organizer:	Kowloon-Singapore Toastmasters Club (Club No. 3881-80) A sub-group of Kowloon Club*	

***Kowloon Club** is a non-profit making organization established in 1990. The Club organizes activities with focus on cultural, recreational, educational and charitable natures. Though most of our Club members are immigrants from Hong Kong, Singaporeans are most welcome to join us.

Sign Up Now!

Speechcraft is your key to being a successful, confident communicator.
Sign up for ***Speechcraft*** now, and never be afraid to speak up again.

Date	Agenda
15 January 2005 Saturday 2 pm to 5 pm	<ol style="list-style-type: none"> 1. Evaluation of Present Speaking Skills 2. Introduction to "Table Topics" 3. Educational Presentation on "Selecting A Topic" 4. Introduction to "The Ice Breaker" speech
22 January 2005 Saturday 2 pm to 5 pm	<ol style="list-style-type: none"> 1. Table topics session 2. Educational Presentation on "Introducing A Speaker" 3. "The Ice-Breaker" speeches 4. Speech Evaluations 5. Introduction to "Organising Your Speech" speech
29 January 2005 Saturday 2 pm to 5 pm	<ol style="list-style-type: none"> 1. Table topics session 2. "Organising Your Speech" speeches 3. Speech Evaluations 4. Educational Presentation on "Organising Your Speech" 5. Introduction to "Get To The Point" speech
5 February 2005 Saturday 2 pm to 5 pm	<ol style="list-style-type: none"> 1. Table topics session 2. Educational Presentation on "Evaluate to Motivate" 3. "Get To The Point" speeches 4. Speech Evaluation 5. Introducing Toastmasters Clubs in Singapore

REGISTRATION FORM

Name:	Mr. / Ms / Mrs.		
	<input type="checkbox"/> Kowloon Club member <input type="checkbox"/> non-Kowloon Club member		
Address:			
Phone:	(H)	(O)	(HP)
Email:			
<p>Cheques should be made payable to: Kowloon Club, with the workshop title and the name of the participant indicated clearly at the back of the cheque. The cheque should be mailed to "Kowloon-Singapore Toastmasters Club", c/o Kowloon Club, 93 Toa Payoh Central #05-02, Toa Payoh Central Community Building, Singapore 319194"</p>			
<p>Enquiry: Tel: 6440 9237 (attn: Ms Kammy Chim), Fax: 6348 4020 E-mail: info@kowloonclub.org.sg (Attn: Mr. Mak Wai Lum or Ms Kammy Chim)</p>			