



Singapore Association of Administrative Professionals

## Building your Emotional Quotient (EQ) through Better Communication Skills

Thursday, 19 July 2018 , 7:30 pm to 9:30 pm

Training room@PIAS

6 Shenton Way, OUE Downtown 2

#09-08, Singapore 068809



### Speaker Profile

#### Apelles Poh

Best-Selling Author and  
Motivational Speaker,  
Senior Financial Services  
Director, PIAS Pte Ltd



It has been said that in life, it is not just IQ that is important; EQ is equally important. In working life, it is not just what you know but who you know; not just who you know, but who knows you; not just who knows you but who likes you - that makes the difference.

#### Benefits and Value of this workshop:

- *Build up your child's or spouse's Emotional Bank Account through the languages of love*
- *Learn about the Parent, Adult and Child Ego states inherent in all of us and how to transact with the effective ego-states.*
- *Build up your EQ and enrich and empower your relationship with your family, colleagues and customers*
- *Discover what makes us tick, and how to connect to people fast*
- *Practical tips on good and poor communication skills*

*A humorous presentation peppered with anecdotes and life experiences not to be missed!*

### Programme

7:00 pm	Registration and light refreshments
7:30 pm	Commencement of talk
9:30 pm	End of talk

### Fee

**SAAP Member: \$10.00**

**NTUC Member/NTUC U Associate  
Partners/SCWO Member : \$18.00**

**Non Member : \$20.00  
(Fee inclusive of light refreshments)**

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Training room@PIAS  
6 Shenton Way, OUE Downtown 2  
#09-08, Singapore 068809



## Registration Form

Name : \_\_\_\_\_ M/No. \_\_\_\_\_

Contact: (Office) \_\_\_\_\_ (HP): \_\_\_\_\_ Email Address: \_\_\_\_\_

**SAAP** Member: \$10.00 NTUC Member/NTUC U Associate Partners/SCWO Member : \$18.00  
Non Member : \$20.00  
(Fee inclusive of light refreshments)

S/N	Name	Company	SAAP M/No. NTUC/ SCWO Member Non Member
1			
2			
3			
4			

### Important notes

**Closing date:** 12 July 2018 or when the maximum capacity has been reached

**Dress Code:** *Smart Casual*

**Payment mode** (please tick one box only)

- ☐ By cheque (bank name: \_\_\_\_\_, cheque no. \_\_\_\_\_) made payable to  
"SAAP" and send to Honorary Treasurer, **SAAP** - 20 Maxwell Road, #08-06 Maxwell House,  
Singapore 069113 or
- ☐ By internet banking or ATM transfer to **SAAP** DBS current bank account – 048-014396-2  
(Please write your name, membership no. before scanning the copy to [admin@saap.org.sg](mailto:admin@saap.org.sg))

### **Cancellation and Transfer**

Fees paid are not refundable under any circumstances. This will also apply to participants who are unable to attend on that day. However, substitution (must be member) can be made in writing at least 3 days before the training.

### **How to get to**

**By train :** Alight at Tanjong Pagar Station