



Workshop: **Professional Image and Etiquette Workshop**
(Limited to 50 participants)

Brief Synopsis: A good first impression is never more important than when attending an interview, or when starting out in that coveted internship, training contract or new job. Being able to project professionalism in dress and behaviour is key to establishing credibility, and can help you enhance your personal brand and build strong relationships.

This half-day workshop aims to provide you with the knowledge and skills to dress and groom professionally, as well as demonstrate appropriate business and workplace etiquette.

The topics to be covered in the workshop include:

- The psychology of colours
 - What are appropriate or 'safe' colours to wear for interviews
- Dressing for corporate success for both ladies and gentlemen
 - What to wear for formal interviews
 - How to dress in smart casuals for networking events

- Recommendations on bags, shoes and accessories that make good investment pieces
 - Personal hygiene and grooming
 - Business manners and etiquette
 - Projecting professional presence through one's mannerisms
- Business entertainment and dining etiquette

Workshop Details

Date:	27 February 2018, Tuesday
Time:	0900H to 1300H (Please do not be late) Tea break / Refreshments will be provided.
Venue:	Blk B, 4 th Level, Seminar Room 4-4 National University of Singapore, Faculty of Law
Registration:	https://tinyurl.com/yca9kndg
Fee:	\$60/participant fully subsidized by the Faculty of Law and is inclusive – <ul style="list-style-type: none"> ▪ Course Material ▪ Tea break / Refreshments
Please note that any student who defaults on attendance without a valid reason after registration will have to bear the cost of the workshop personally.	

TRAINER



Cindy Tien (B.A, AICI CIC, ACTA, CBCC)
Senior Consultant & Corporate Trainer
IMAGEWORKS PTE. LTD.

Imageworks Pte Ltd was established in 1995, and has over 20 years of experience in enhancing the polish in people.

Cindy believes that every person is unique and beautiful. She takes pride in helping each individual attain confidence through improved grooming, style and communication skills. With more than 10 years of corporate and strategic sales experience in the advertising, financial and travel industries, Cindy interacts well with people across all levels, understands corporate needs, and is able to deliver effective image training and consultancy solutions.