

ENGLISH ENHANCEMENT WORKSHOP SERIES

MAKING AN EFFECTIVE BUSINESS PRESENTATION

HIGHLIGHTS

- Gain inspiration to identify the purpose of a speech and determine your target audience, enabling you to create efficient business presentations
- Learn how to organise an oral presentation effectively and make it interesting and insightful by studying authentic samples
- Develop the ability to differentiate between features of spoken English and written English



SPEAKER



Mr. Alan Poon

- Current council member of City University of Hong Kong and a former council member of a secondary school and a primary school
- Former Senior Lecturer of The Open University of Hong Kong (School of Education and Languages)
- The host of 'The Voice Duo' (Commercial Radio Hong Kong and Marie Claire Hong Kong, 2024)
- The only Language Consultant and an English scriptwriter of 'A Voyage With Ambassadors' (Radio Television Hong Kong, 2023)



4 March 2024 (Monday)



3:00pm - 5:30pm



**LI-2409, 2/F,
Li Dak Sum Yip Yio Chin Academic Building,
City University of Hong Kong**

Quota: 30 (on a first-come, first-served basis)

Online registration link: apps.scope.edu/seminar/233-CE-36

Target: 3-year Degree, Top-up Degree, Advanced Diploma and Professional Diploma Students (Full-time & Part-time Programmes)



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