



Vice President, Patrick Ang

Vice President's Message

As members of the APTS, we are supposed to be qualified or licensed trainers, or at least aspire to be one. In a one hour talk or workshop, I am often reminded by other trainer speakers of the following:

- **Keep to three main points, or a maximum of four, to get across vividly. Our brain and focus of attention can only absorb so much within an hour of listening from a one way radio, or source.**

- **There should be an intro-head, body and end conclusion, with a summary for recap.**
- **Use the powerpoint, but don't read from it, or use it as a crutch. Most audience can read as well as you do. Memory jog bullet points are better than long paragraphs.**
- **Dress for poise and success, and project a good personal brand image. Train your voice.**
- **Not of all of us are natural born charismatic speakers, but once on stage, appear and project total confidence**

Now let me examine this from the viewpoint of the trainee or audience listener.

As a general rule, most people don't like to be talked to, or worse, talked down to. The trainer or speaker is there to share, or to engage and interact, not to pontificate, preach or pounce on.

As a listener in the audience we are there to learn or absorb. Hopefully, we will take away some pearls of wisdom or wit, and leave with an enlightened satisfied mind and smile.

A good presentation or speech can arouse people to a standing ovation, cause them to scream and shout, or in some cases even cause a riot. But in training, the listener or trainee is there mainly to learn from someone who is presumed to know more than us, because he or she has a particular expertise.

If I can take away from a training workshop just one good idea, tip or lesson, I will feel that it has been an hour well spent. It is my time and my cost. Please respect this, and be appreciative that I have shown up to listen to you. Some trainers do not realize this. They come on unprepared, or try to wing it, or just drone on, and on, and on... ad nauseum.

To be an effective trainer it is not about you, no matter how impressive a speaker you are. It is about them, the listeners, who gave up their time, and travel great lengths, and at some expense, to listen and learn something from you. If your talk or presentation does not feed them what they came looking for, they will leave frustrated and disillusioned, and may even bad mouth or comment negatively about you, your presentation, and yourself assured importance and smug arrogance.

As much as you can, within the first half hour try to engage the audience and build rapport first. Those with the gift of quick wit and good humour, have a slightly better and more favoured edge. If not possessed of such gifts and talents, then speak from the heart, with knowledge, conviction, enthusiasm and great passion.

Watch and listen to great trainers and speakers like Anthony Robbins, T.Harv Eker, Robert Kiyosaki, Blair Singer, Lee Kuan Yew, Mohammad Mahathir, Jack Kennedy, Martin Luther King, Margaret Thatcher and Tony Blair. Some of these guys could even rouse up the dead, when they speak!

How are they able to do this? Because even as they speak to many, they appear to be focusing on one, mainly YOU. **YOU are the important ONE, not the speaker or the trainer.**

So to all my aspiring fellow trainers, **To Speak, or Not To Speak.** It is not asking a question. It is demanding a decision. **STAND UP NOW,** and go boldly where others fear to go. But once you get up to speak or train, REMEMBER, you owe it to your audience not to just give something of yourself, but to share generously and gratefully what you know, a gem that would be of great value and impact on their lives and their careers. And so it is!



Group Photo of APTS Members & Guests

Treasurer - Reports



Treasurer, Andy Ng

You can write to the Treasurer, Andy Ng for more information and provide your feedback at this email: aptsng@apts.com

As the Treasurer for the Association of Professional Trainers Singapore, my job is to ensure that the association has sufficient funds to carry out its functions so that we can serve our members and the training community better.

As we know, the main source of our funds comes from membership fees and guest fees. And we have monthly meetings and other things that cost money. Unlike other associations, we do not have sponsorship fees or donations from organizations as we want to keep things simple. Note that as we charge very low (\$10 per meeting for members and \$15 for non-members), our fees can barely cover the cost of renting the room and refreshments. Not to mention that APTS also gives each of its members a bag, certificate, business card and membership card. All these things cost money. Another important expense is the website hosting, and we have managed to reduce website maintenance costs to zero as our Secretary, Danny Ker undertakes this free of charge.

Therefore as Treasurer, I would like to urge all existing members to pay up your annual membership dues so that we have enough funds to carry out our mission. If you join as a member from the month of January 2008 onwards, note that your annual membership due. Please issue cash of \$120 to me the Treasurer at the next meeting. Alternatively, you can also issue a cheque payable to my name "**Ng Kar Fatt**" and mail it to our APTS office at 7500a Beach Rd #02-301, The Plaza, Singapore 199591.

In summary, thank you for your payment to make our Association work! Your small payment means a lot to us!

Andy Ng
Treasurer

APTS welcome our Newly Joined Members

CONGRATULATION on your first step towards self enrichment and networking enlargement.



Name : Mr. Albert Phua
Company : S'pore Institute of Materials Mgt./Singapore Polytechnic
Position : Free Lance Lecturer / Corporate Trainer
Email : albert11@singnet.com.sg
Membership No. : P/0047/09

Mr. Albert Phua have more than 36 years of widely-travelled working experiences holding senior management positions in medium to large MNCs in the food, semi-conductors/electronics, optical/safety eyewear, chemicals and logistics industries. His work experiences encompass the areas of Strategic Business management, Human Resource management, Regional Supply Chain/Logistics Management, Regional Marketing and Business development (Asia Pacific), Industrial engineering and plant/manufacturing operations. Mr Phua has been lecturing and conducting corporate training for the last 16 years for various educational institutions in the areas of supply chain management, strategic marketing management, organisational behaviour and management and business development. He has also conducted in-house training for various MNCs including Schlumberger-Reda Pump (Singapore), ST Logistics, Seagate (Singapore), Bristol-Myers Squibb (Shanghai & Asia Pacific Regional office). His overseas training assignment has brought him to countries like Myanmar, Vietnam and China.



Name : Ms. Esther Tan
Company : Ministry of Education, Headquarter
Position : Guidance Specialist
Email : esthertanwhite@gmail.com
Membership No. : T/0048/09

Ms. Esther Tan is an educator trained in both the disciplines of physical and social science. She is a licensed counsellor from Harvard University, with a Master's of Education in Risk and Prevention, in guidance counselling, on top of an honours degree in Chemistry. She is also a Certified Professional Trainer (IPMA, UK) and lecturer in Chemistry with a postgraduate diploma in teaching (NTU, NIE.) Integrating the essence of the varied dimensions in her training, she has conducted seminars and career consultations in the United States, South Korea and Singapore, in the areas of social and emotional health development and career explorations using career counselling tools. Her assets include being able to train in both English and Chinese. She has done lecturing in chemistry and affective consultancy work in a Junior college, and is currently a Guidance Specialist in the Ministry of Education. With her passion in vocational psychology and human development, she helps people to venture deeper into self-exploration to achieve their career aspirations and their life goals. Ms. Esther Tan is also the Assistant Secretary of APTS.

APTS – 42nd Networking & Training Workshop – 28th May 2009 (Thu) – Photographs taken



Members & Guests Networking before meeting



Esther Tan (L), Asst. Secretary network with Guest



Adam Wong & Caroline Josephine both are speakers



Regular Guest, Koh Kah Tiong (3rd fm L) network with President & EXCO Members together with John Teo's wife



MC Esther Tan getting everyone ready before starts of training workshop



MC Esther Tan kick-start the training workshop



President, David Lee gave the opening address



President, David Lee shared APTS direction



David articulated an Author for APTS to emulate



1st Speaker, Caroline introduced her profile



1st Speaker, Caroline shared her topic for the evening



Participants paid attention to Caroline's talk

Next 43rd APTS Networking & Training Workshop on **25th June 2009** shall be held at **TÜV SÜD PSB Pte Ltd @ No1, Science Park Drive, Science Park 1, Singapore 118221**

APTS – 42nd Networking & Training Workshop – 28th May 2009 (Thu) – Photographs taken



Esther Tan (L) and Cynthia Zhai networking



Vijaykumar (R) and Caroline (1st Speaker) networking



Dr. Asha (R) and Venugopal (Guest) networking



Seel Ho and Dr. Asha networking



President, David photo-shot with Venugopal



Members & Guests networking during break



President gave token of appreciation to Caroline



Members & Guests networking during teabreak



2nd Speaker, Adam Wong (L), network with Guests



2nd Speaker, Adam Wong introduced his profile



Participants listened attentively to Adam Wong



President gave token of appreciation to Adam Wong

42nd APTS – Networking & Training Workshop

CONGRATULATION to 3 Lucky Winners of Lucky Draw prizes who had participated at this training workshop



Vijaykumar won 1st Lucky Draw's prize



Venugopal (Guest) won 2nd Lucky Draw's prize



John Teo won 3rd Lucky Draw's prize

APTS Executive Management Committee conducted 13th EXCO Meeting on 26th May 2009 @ PSB Building



President gave the opening welcome to EXCO Members



Membership Officer presented the new membership categories



Public Relations Officer proposal of education program for APTS


Particulars of Agenda for 13th EXCO Meeting

1. Opening bank account for APTS.
2. Membership Committee approval of 3 new members.
3. Proposal of 3 new Membership Categories, namely Professional, Associate and Corporate.
4. APTS Learning Festival 2009 – scheduled on 31st October 2009 (Sat) at PSB Building.
5. Development of Education Program for APTS.
6. Planning of APTS Christmas Bash Y2009.
7. APTS Membership Certificate – Improvement.
8. Approval of APTS Business Card for Members.
9. Proposal amendment to the Society's Constitution.
10. Confirmation of 5th Annual General Meeting on 25 June 2009 (Thu) from 7.00pm to 8.00pm.
11. Renewal of Training Room rental Agreement.

Next 43rd APTS Networking & Training Workshop on 25th June 2009 shall be held at TÜV SÜD PSB Pte Ltd @ No1, Science Park Drive, Science Park 1, Singapore 118221


43rd APTS Networking & Training Workshop on 25th June 2009

1st Professional Guest Speaker



PROFESSIONAL SPEAKER'S PROFILE

Jerome Joseph



Jerome Joseph
Strategic Brand Expert & Information Entrepreneur
Brand One
Email : jerome@brandone.us
Web: <http://www.brandone.us>
Mobile: (65) 9271 6973

“ Personal Branding for Speakers & Trainers ”


Jerome Joseph is a Strategic Brand Expert and an Information Entrepreneur who brings a strong array of keynotes, programs and seminars to the meeting room. His content driven and entertaining speeches captivate audiences and provide them with a plethora of information about branding and marketing strategies.

Jerome started his career in corporate communications in 1992 and went on to work in international marketing communications, public relations and brand agencies both in Singapore and Australia. Having consulted more than 1000 organizations in his 15 year career and speaking to companies around the world, Jerome preaches bold, innovative "out of the box" experience marketing and integrated brand communication strategies to build and grow your brand both externally and internally.

Jerome Joseph works with management teams to grasp the nature of the emerging functions of the Experience Mindset and envision their role in it - whether it be staging brand experiences or guiding brand transformations.

Jerome is also a visiting lecturer for Communication, Marketing and Business programs at Thames and Management Development Institute Singapore as well as for various universities such as Edith Cowan University (Australia, Perth), Southern Cross University (Australia, Victoria), University of Southern Queensland (Australia, Queensland), Oklahoma University (USA).


2nd Professional Speaker (APTS Member)



PROFESSIONAL SPEAKER'S PROFILE

Nishant Kasibhatla

“Boost your Brain Power as a Professional Trainer”



Mr. Nishant Kasibhatla
Trainer. Speaker. Author. Grand Master of Memory & World Record Holder
Email : nishant@memoryvision.com.sg
Website : www.memoryvision.com.sg
Mobile : (65) 9147-1247

Synopsis:

In this talk, Nishant will perform some mind-blowing memory demonstrations. He will also talk about the Process Of Memory, Secrets Of Memory, Myths About Memory and General Guidelines To Start Taking Control Of Memory.

Nishant is the CEO of Memory Vision – The Memory Training Company in Singapore. A World Record Holder and the 1st and only Grandmaster of Memory and International Master of Memory in Singapore, Nishant Kasibhatla is a popular speaker with over 12 years experience in conducting memory training for executives of multi-national companies, school students & individuals of all walks of life around the globe. Some of his corporate clients include: Citibank, Shell, Coca Cola, Philips, Petronas, Nestle, Maybank, LG etc.

He is the author of one of the most comprehensive books on memory techniques – Instant Memory Improvement. He has written a "memory-improvement" column for Singapore Press Holding magazine Shape.

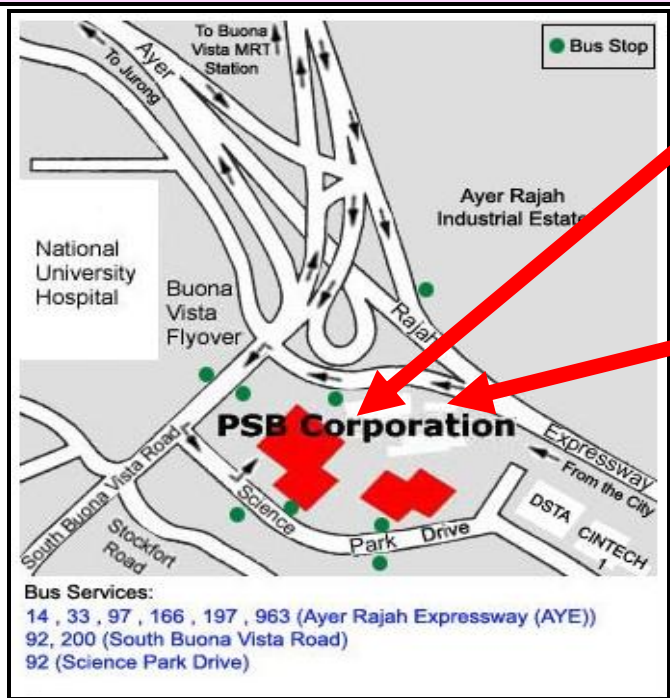
Nishant has made appearances through various media channels like Zee TV, one of India's top three TV stations and MediaCorp's 93.8 live, one of Singapore's prominent radio stations, to demonstrate just how effective memory techniques can benefit everyone. More importantly, his main focus is on delivering unique, fun and highly effective talks, workshops and coaching programs from which one can profit from having a good memory, whatever their age or station.

Some of his major achievements in the field of memory:

1. Memorized a 1944 digit number.
2. Memorized a 1200 digit binary number.
3. Memorized the sequence of 7 decks of shuffled playing cards (364 cards)
4. Memorized the sequence of 1 deck of playing cards in 1 min 50 seconds
5. Became the best Asian memorizer at the World Memory Championship 2003.

"Memory management is probably the single most overlooked and underused soft skill of all, so few people have realized the huge benefits that can be gained from it."
Nishant Kasibhatla

New Venue at TÜV SÜD PSB Pte Ltd – Location Map



43rd APTS Networking & Training Workshop on 25th June 2009

Address:
TÜV SÜD PSB Pte Ltd
(f.k.a PSB Building / SISIR Building),
1st Floor, Newton Room
No.1, Science Park Drive,
Science Park 1,
Singapore 118221

Contact : Danny Ker (Secretary, APTS)
Mobile : 65-9475-3182
Tel : 65-6885-1174

APTS Membership Benefits


The following merchandises have collaborated with APTS to provide special discount for **APTS Members only**

Jasmine Catering Services Pte Ltd (10% to 15% for APTS Members only)

<p>BBQ MENU \$12 (Min 30 Pax)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Squid in Banana Leaf <input type="checkbox"/> Stingray in Banana Leaf <input type="checkbox"/> Satay (Chicken / Mutton) <input type="checkbox"/> Fried Mee Goreng <input type="checkbox"/> Fried Bee Hoon <input type="checkbox"/> Fried Rice <input type="checkbox"/> Chicken Rendang <input type="checkbox"/> Mutton Rendang <input type="checkbox"/> Curry Chicken <input type="checkbox"/> Baby Kai Lan <input type="checkbox"/> Lo Hian Vegetable <input type="checkbox"/> Sayur Lodeh <input type="checkbox"/> Otah Otah <input type="checkbox"/> Sweet Potato <input type="checkbox"/> Corn <input type="checkbox"/> Almond Jelly <input type="checkbox"/> Agar Agar <input type="checkbox"/> Honeydew Sago <input type="checkbox"/> Cold Drinks <p>WESTERN BUFFET \$12 (Min 30 Pax)</p> <p>SOUP</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cream of Mushroom <input type="checkbox"/> Cream of Chicken <input type="checkbox"/> Vegetable Soup <input type="checkbox"/> Garlic Bread <input type="checkbox"/> Baked Potatoes <input type="checkbox"/> Prawns w/Cocktail Salad <p>MAIN COURSE</p> <ul style="list-style-type: none"> <input type="checkbox"/> American Fried Rice <input type="checkbox"/> Spaghetti w/ Seafood <input type="checkbox"/> Chicken Chop with Mushroom Sauce <input type="checkbox"/> Sirloin Steak with Red Wine Sauce <input type="checkbox"/> Fish and Chips 	<p>HI-TEA BUFFET \$4 - \$10 (Min \$200)</p> <p>Fried & Baked</p> <ul style="list-style-type: none"> <input type="checkbox"/> Fish Fingers <input type="checkbox"/> Samosa <input type="checkbox"/> Carrot Cake <input type="checkbox"/> Curry Puffs <input type="checkbox"/> Sardine Puffs <input type="checkbox"/> Sotong Balls <input type="checkbox"/> Fish Balls <input type="checkbox"/> Spring Rolls <input type="checkbox"/> Sausage Rolls <input type="checkbox"/> Breaded Scallops <input type="checkbox"/> Cocktail Chicken Sausages <input type="checkbox"/> Chicken winglets <input type="checkbox"/> Otah <input type="checkbox"/> Chicken Pie <input type="checkbox"/> Rocky Shrimp Balls <input type="checkbox"/> Danish Pastries <input type="checkbox"/> Fried Mee Tai Mak <input type="checkbox"/> Fried Carrot Cake <input type="checkbox"/> Fried Mee/Bee Hoon <input type="checkbox"/> Soon Kueh <input type="checkbox"/> Crystal Pau <input type="checkbox"/> Chee Cheong Fun <input type="checkbox"/> Chwee Kueh <p>Assorted</p> <ul style="list-style-type: none"> <input type="checkbox"/> Nonya Kueh <input type="checkbox"/> Tarts <input type="checkbox"/> Cakes <input type="checkbox"/> Confectionery <input type="checkbox"/> Hot & Cold Drinks <p>DESSERTS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Mango Pudding <input type="checkbox"/> Cocktail Jelly <input type="checkbox"/> Fresh Fruits Platter <input type="checkbox"/> Cold Drinks <p>Pick one from each category No Pork / No Lard</p>	<p><i>Having more than 12 years of experience in Food Catering Industry, We assure you the Finest Delicacies. Simply entertain your guests while we do the rest!</i></p>  <p>WE SPECIALISE IN: Wedding Receptions • Birthday Parties • Hi-Tea Buffet Full Month Celebrations • Company Functions House Warming Parties • Outdoor BBQ, etc.</p> <p><i>We cater Asian Cuisine e.g. Thai, Muslim, Indian & Indonesian Upon Request.</i></p> <p><i>For any events catered we provide attractive table cloth dressing with disposable cutlery and serviettes</i> Additional Charges Delivery \$30</p> <p>OUR OTHER LOCATION 27 Prince George's Park NUS Student Hostel Singapore 118410 Tel: 6779 6933 Fax: 6779 8663 Email: sales@jasmine-catering.com.sg</p>	<p>Jasmine Catering Services Pte Ltd</p> <p>Claypot Muslim Food Western Food Hong Kong Cuisine Mixed Vegetable Rice</p> <p>PSB CAFETERIA</p> <p>PSB Corporation, Science Park 1. #B1-41 Tel: 6275 7298 Fax: 6271 4606 Operating Hours: 7am - 7pm (MON-FRI)</p>
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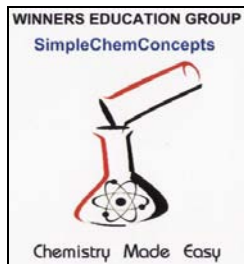
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From earthly visions to mystical realms, seekers and readers of every type will be captivated and enthralled.

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Heart-stopping photography and breaking news help us unravel the amazing connectedness of our history and our future.



APTS Networking & Training Workshop – Calendar of Speakers

30th July 2009 (Thu)



"Sean has made many concepts more understandable and comprehensive. His strength is on simplifying abstract concepts into easy analogies that relate to everyday life. This is the reason for my massive achievements in my Chemistry grade! Thank you for inspiring me! :-)"

Cheney Wong, St. Andrew Sch
D7 to A1 (O Level) in 4 mths

Mr. Sean Chua

Master Trainer & Author
SimpleChemConcepts

Topic: Coaching the Not So Interested



Dr. Asha Karan

Professional Trainer / Dentist
Smile Makers Dental Clinic

Topic: Preparing a Powered-Pack Presentation

27th August 2009 (Thu)



Mr. Kelvin Lee

Senior Trainer & Manager
Fig Tree Multimedia Pte Ltd

Topic: PowerPoint Truths Exposed: Mistakes that Shock and Techniques that Rock!



Mr. Jagjit Gill

Regional Training Manager, Asia Pacific
Kelly Services Inc.

Topic: Intercultural Business Etiquette

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TÜV SÜD PSB Pte Ltd @ No1, Science Park Drive, Science Park 1, Singapore 118221

APTS LEARNING FESTIVAL 2009

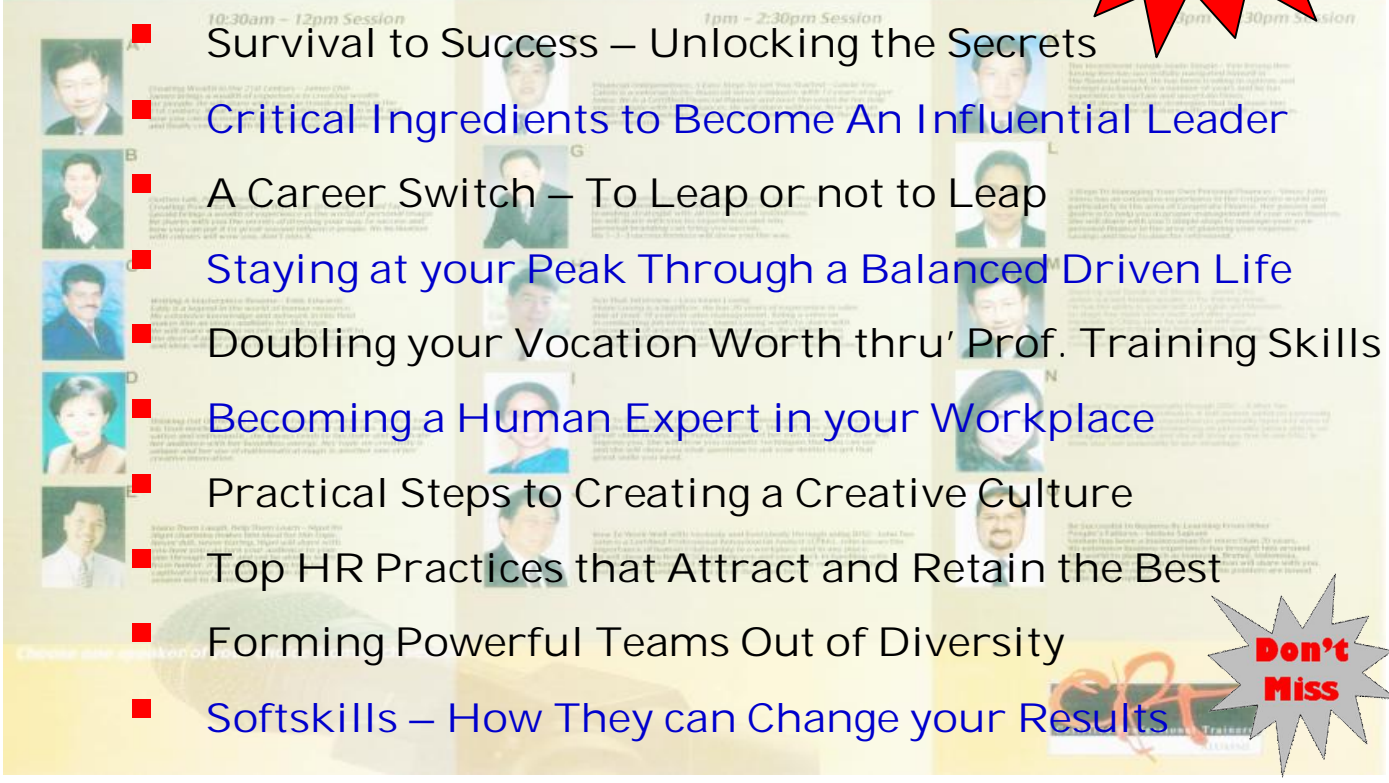
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- Critical Ingredients to Become An Influential Leader
- A Career Switch – To Leap or not to Leap
- Staying at your Peak Through a Balanced Driven Life
- Doubling your Vocation Worth thru' Prof. Training Skills
- Becoming a Human Expert in your Workplace
- Practical Steps to Creating a Creative Culture
- Top HR Practices that Attract and Retain the Best
- Forming Powerful Teams Out of Diversity
- Softskills – How They can Change your Results



Article contributed by APTS Member, Mr. Andy Ng, Treasurer of APTS;

Delegate. Not Abdicate

All great leaders are good at delegating so you must start off-loading tasks as soon as possible. Remember, time is your most precious commodity. Since delegation is so important, you must prepare properly for it. You must make sure that the person that will be doing the task knows what to do.

The worst thing you can do is to abdicate a task to someone. By this, I mean telling them to do something when they do not have the skills or the training to handle the task. It is essential that you carefully explain what you want done, how you want it done and what you consider a successful outcome to be.

This may come as a shock, or at least seem like overkill, but you must document how you want your processes and tasks to be completed. From my experience, most owners just give their staff a (quite often limited) set of verbal instructions. The owner then assumes that the employee knows what to do and the employee then assumes what he thinks the owner wants done.

While well intentioned, this feeble attempt at delegation often does not produce the desired results. You see, it is a simple but important fact about human learning that only about 20% of people are auditory learners – people that receive and easily comprehend verbal information. The rest of us are either visual or kinaesthetic learners. That is, we need to see (a picture, diagram or read) what to do, or we need to actually do something before we fully understand. (I have some simple, but effective tools that can help you successfully delegate.)

After you have properly prepared, trained and given your team member the job to do, then let them do it. Do not jump in and save them or they will never learn how to get the job done. If you do, they will "learn" that you are the only one who can fix things. And guess what, they will be right. You have to let them fall off the bike to learn how to stay on.



APTS – 43rd Networking & Training Workshop – 25th June 2009



Association of Professional Trainers, Singapore 2009 CALENDAR

- APTS Networking & Training Workshop
 - Public Holidays

JANUARY							FEBRUARY							MARCH							APRIL						
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New Year's Day – 1 January Chinese New Year – 26 & 27 January																					Good Friday – 10 April						
MAY							JUNE							JULY							AUGUST						
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Labour Day – 1 May Vesak Day – 9 May																					National Day – 9 & 10 August						
SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
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Hari Raya Puasa – 20 & 21 September														Deepavali – 15 & 16 November Hari Raya Haji – 27 November							Christmas Day – 25 December						