



Institut Penilaian Negara (INSPEN),
 Jabatan Penilaian dan Perkhidmatan Harta,
 Kementerian Kewangan Malaysia,
 Persiaran INSPEN,
 43000 Kajang, Selangor.

INTENSIVE ENGLISH COURSE: SPOKEN

VENUE:
INSTITUT PENILAIAN NEGARA (INSPEN)

DATE:
15 -18 APRIL 2019

OBJECTIVE

At the end of the programme, participants will be able to gain knowledge on English communication skills

CERTIFICATE

Certificate will only be issued to participants who fulfill attendance - not less than 80%

CONTENT

- Understanding English Grammar
- Errors in spoken and written discourse
- Workplace communication
- Practice active listening skills
- Task action plan

REGISTRATION FEE

RM25.00

METHODOLOGY

- Lecture
- Discussion
- Role Play
- Simulation
- Exercise
- Presentation

ENQUIRIES

Enquiries may be made direct to INSPEN at 03-8911 8800 or fax 03-89257219 or email to the following officer / staf:

- **Mrs. Ruzita binti Abdullah**
Ext. 1161 / email : norhaida@inspen.gov.my
- **Mrs. Noranizah binti A. Bakar**
Ext. 1209 / email : noranizah@inspen.gov.my
- **Mrs. Noor Laizan binti Noor Azmi**
Ext. 1214 / email : nlaizan@inspen.gov.my

DURATION

4 days

TARGET GROUP

- Direct offer to Officers of Grade 48 and above in the Valuation and Property Services Department

APPLICATION

Applications for these courses must be made through the head of the respective department for on-line through the website: <http://www.inspen.gov.my> or <http://myapps.inspen.gov.my/spml/portalApp/loginForm.jsp>



Building A Learning Organisation