



## **“Negotiation Skills” An exclusive Seminar**

**Negotiation** is one of the most common approaches used to make decisions and manage disputes. It is also the major building block for many other alternative dispute resolution procedures. Successful negotiations generally result in some kind of exchange or promise being made by the negotiators to one another. As a matter of fact, negotiation is such a common problem-solving process; it is in everyone's interest to become familiar with negotiating dynamics and skills.

It is our honour and privilege to invite the speaker, *Mr. Kenneth Lau* is the Chief Executive of MTR Corporation subsidiary (TraxComm Ltd.) with more than 18 years of experience in the public transport, telecom, and Internet industries. Mr. Lau received his MBA degree from the University of Hong Kong and he serves currently as the President of Fixed Network & Value Added Service Group in Communications Association of Hong Kong (CAHK).

Details of the seminar, which is co-organized with the Hong Kong Alumni Chapter of The University of Newcastle Australia, are as follows: .

**Date:** 21 October 2010 (Thursday)

**Time:** 7:00 – 7:30pm Registration  
7:30 – 8:30pm Seminar

**Venue:** Dr Kennedy YH Wong Management Development Centre  
3/F., First Commercial Building, 33 Leighton Road, Causeway Bay, HK (See Location Map appended)

**Fee:** **Member: Free of Charge Non-Member: HK\$50**

**Enrolment:** Please complete the Reply Slip and return by post together with your crossed cheque payable to “Institute of Training Professionals” before 15 October 2010.

**Enquiry:** Dr. Denny Chow GM ITP at Tel: 6100-0123 or Ms. Catherine Lee (Event Organizer) at Tel: 6900-1111

**Remarks:** Acceptance will be on a first-come first-served basis. Confirmation of places will be subject to receipt of cheque payment to the Institute. No refund will be made after payment but substitution may be made by notifying ITP at least 2 days prior to day of the function.

NOTICE: In taking part in this event, participant shall be responsible for his/her own safety and shall hold ITP harmless against all claims.

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### **REPLY SLIP** (Fax: 2309 2799)

**To: Institute of Training Professionals**

Date: \_\_\_\_\_

**Re: Seminar on Negotiation Skills** on 21 October 2010 (Thurs)

Please enroll me/us for the captioned event. Enclosed is a crossed cheque for the fee of HK\$\_\_\_\_\_ for ( ) participants.

Name	Member (Y / N)	Contact Tel.	Email Address	Pay Amount
Total :				

### **INSTITUTE OF TRAINING PROFESSIONALS 培訓專業學會**

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## Location Map



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