

Essential Digital Tools for Work

A 2-day workshop for corporations, government institutions, and medium-sized enterprises

Course Objective

- Apply at workplace the vast digital tools available in the internet that will help increase productivity and improve the way you work

Who Should Attend

Executives and non-executives from all management fields, both technical and non-technical

Module Outline

Module 1: Hands-on application of the online infographics creation tool

Module 2: Hands-on application of the online meeting / event management tool

Module 3: Hands-on application of real-time quiz website

Module 4: Hands-on application of the online survey tool

Module 5: Hands-on application of the online presentation and graph creation tool

Module 6: Hands-on application of the online discussion tool

Module 7: Hands-on application of the real-time polling & questions submission website