

Creative Problem Solving

創意解難技巧訓練

MEDIUM : Cantonese / English

COURSE CODE : CPS

DURATION : 1 Day

The world is changing fast and organizations are constantly driven to develop by forces such as globalization, Internet, better technology as well as tougher competition. Working with our left-brain alone is no longer sufficient and new creative and innovative techniques have been developed to help us in problem solving and work implementation.

Having creativity in workplace enables organizations to survive in keeping up with the pace of change and cope with the increasing demand from the public.

This workshop aims at providing concepts and skills to facilitate the process of innovation so that the members of the organization can handle change more effectively and creatively.

Objectives

After attending the workshop, participants will:

- Be able to use both their left and right brain to bring creativity in the workplace
- Discover how an organization can be prepared to innovate
- Learn how to apply 4Ps to look into problems
- Understand how innovative ideas can be implemented
- Be able to evaluate and improve upon work processes

Course Outline

1. Principles of creativity in workplace

- The challenges of working creatively in workplace
- Nature of creativity
- Whole brain thinking vs. left brain thinking

2. The ProAct Model in problem solving and decision making

- ProAct Model of problem solving and decision making
- What is a problem
- Seeing things from different angles

3. Use of 4Ps model to expand insight

- The 4Ps model of looking at problems creatively
- The role of strategic questioning
- Explore problems at work

4. Applying creative tools to generate options

- Use of Scenario Planning
- Apply four world analysis to create possible solutions
- Using Attribute Slicing to create new solutions

5. Innovating for better product and service

- What is Blue Ocean Strategy
- Using Blue Ocean strategy to create alternatives
- Force-Field Analysis

COURSE ARRANGEMENTS

Week	Course Date	Course Title	Course Code	Duration (Days)	Fees* (HK\$)	Enroll before these dates to Enjoy our Early Bird Rates	Cancellation Deadline	Medium of Instruction
3	Jun-13	Time and Task Management	TTM	1	HK\$3,480	HK\$3,180 May 13, 2016	May 18, 2016	C/E
	Jun-14	Persuasive Presentation Skills Workshop	PPSW	1	HK\$3,480	HK\$3,180 May 13, 2016	May 18, 2016	C/E
	Jun-15	Effective Business Writing	EBW	1	HK\$3,480	HK\$3,180 May 13, 2016	May 18, 2016	C/E
	Jun-16	Embracing Feedback and Enhancing Team Collaboration	NEW EFTC	1	HK\$3,480	HK\$3,180 May 13, 2016	May 18, 2016	C/E
4	Jun-20	Getting to Grips with Risk	NEW GGR	1	HK\$3,480	HK\$3,180 May 20, 2016	May 25, 2016	E
	Jun-21	Controls and Human Behaviour	NEW CHB	1	HK\$3,480	HK\$3,180 May 20, 2016	May 25, 2016	E
	Jun-22	How to Summarise Reports or Create Reader Digests	NEW SRCD	1	HK\$3,480	HK\$3,180 May 20, 2016	May 25, 2016	E
	Jun-23	Mediation Skills to Handle Conflicts and Complaints	NEW ACP	1	HK\$3,480	HK\$3,180 May 20, 2016	May 25, 2016	C/E
	Jun-24	Creative Problem Solving	NEW CPS	1	HK\$3,480	HK\$3,180 May 20, 2016	May 25, 2016	C/E

C = Cantonese, E = English

TIME: 9:00 am - 5:00 pm daily **VENUE:** Regal Hongkong Hotel, Causeway Bay, HK.

* Fees include refreshments and buffet lunch

** We accept P. Cards

PAYMENT AND CONFIRMATION:

- Seminar fees cover full set of course materials, lunch and refreshments. Seminar fees are payable in advance.
- For enrolment by email, please provide all information per the standard Enrolment Form on this page.
- For enrolment by fax, mail or email, CEL will issue an acknowledgement fax or email to the Authorized Person the next day from receipt of the enrolment.
- Enrolments received by fax, mail or email on or before early bird deadline will be entitled to the early bird rate.
- Joining instructions for confirmed registrations will be sent to the Authorized Person about 2 weeks before the seminar.

CANCELLATION AND SUBSTITUTION POLICY:

- There is no cancellation charge for cancellations made on or before the cancellation Deadline.
- Registrant(s) who fail to attend, or who cancel(s) after the cancellation deadline(s) are liable for the entire fee.
- All cancellations should be notified in writing.
- Enrolments received AFTER the cancellation deadline are subject to the same cancellation deadline.
- Registrants may send substitutions in their place anytime. However, substitutions are not allowed once a seminar has commenced.

ATTENDANCE CERTIFICATE:

A Certificate of Completion will be given to each delegate who have attended more than 70% of the enrolled course(s).

CORPORATE DISCOUNT SCHEME & QUANTITY DISCOUNTS:

Please visit our Website at www.celhk.com or telephone Ms Mak at 2838 1182 to inquire the above.

Communications Engineering Ltd. reserves the right to vary the course programmes or arrangement if this proves necessary.

ENROLMENT FORM

Name	Job Title	Tel No	Mobile No	Course Code
(Mr/Ms) _____	_____	_____	_____	_____
(Mr/Ms) _____	_____	_____	_____	_____
(Mr/Ms) _____	_____	_____	_____	_____
(Mr/Ms) _____	_____	_____	_____	_____

Company Name :

Address :

Contact Person : (Mr / Ms) **Job Title :**

Direct Line : **Email Address :**

Mobile : **Fax :**

Authorized Person : (Mr/Ms)

Job Title : **Direct Line :**

Signature : **Date :**

Cheque enclosed for HK\$

Please note seminar fees are payable in advance

Made payable to **Communications Engineering Ltd.**

Please tick (✓) if you require a receipt



BY PHONE:
Call Miss Mak at:
2838-1182



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BY FAX:
Send enrolment form above to
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2838-7122



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