



BASIC JAPANESE BUSINESS MANNER

3-hour Open Seminar

Understand intercultural communication and enhance business practices!

Main Topics

Date: (Wed) December 1, 2021

Time: 2pm-5pm

Fee: HK\$1,700

- Working at a Japanese Company (Japanese culture and business practices, working with Japanese colleagues)
- Leaving a Professional Impression (Attire and body language suited for Japanese companies, exchanging business cards)
- HORENSO: Reporting Techniques (Learn what is expected when you report to your Japanese superiors and colleagues)

Lecturer: Iris Wan

- After graduating from Simon Fraser University (Canada), Iris studied and worked in Osaka, Japan.
- Drawing on her experience of working and teaching in Japan, she provides customer service training for prestigious clients and Business Manner Training for Japanese companies.



* Remarks: Minimum 6 participants required. Participants will receive an Attendance Certification upon completion.

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