

One Day NPO Training Course on

"Effective Proposal Writing"

COURSE OVERVIEW

National Productivity Organization (NPO), Ministry of Industries & Production, Government of Pakistan is pleased to announce a One Day NPO Training Course on "**Effective Proposal Writing**" venue: NPO Regional office Karachi.

This training course is about proposal writing Techniques. This course will be based on writing drills and proposal formats. Major emphasis will be on presenting persuasive and analytical writing techniques, the participants should be professionals who are or will be required to compile and prepare to proposals for their organizations.

WHO SHOULD ATTEND THIS COURSE?

Team Leaders, Industrialists, Engineers Coordinators, Professionals, Planners who are or will be required to compile and prepare proposals for their organizations and all those who are interested in increasing their skills.

Learning Objectives:

- To enhance the capacity of professional staff in proposal writing
- To provide frame work related to technical assessment principles
- To introduce persuasive writing techniques for advocacy

➤ COURSE CONTENTS

- Schema of Technical Proposal and report writing.
- Persuasive writing techniques
- Basic Research Principles for Proposal Writing
- Writing Style
- Getting feedback and advocacy
- Develop Work Plans

COURSE LEADER/ TRAINER

Mr Sabahat Saeed Khan is a productivity enhancement trainer and a strategy consultant. He has extensive experience of working with industries and foreign funded donor initiatives. He is currently Director Strategic Management of an institution

Training Methodology:

- Lectures, Group Discussions and Exercises.

Venue:

- NPO House, A-45, Dow University & Hospital road near PCSIR Laboratory, Opposite Byco Petrol Pump, Gulshan - e-Iqbal Town Karachi

Training Date:

- 21st March 2018 (Wednesday)

Time:

- 9:30 am to 4:00 pm

Last Date of Registration 20 March 2018

Course Fee

- Rs.6.000 /- per participant (Include course materials, Certificate, Lunch & Tea)

Mode of Payment:

- Cash/ Cheque in favour of "National Productivity Organization"

For Registration, Please Contact with

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