



The Institute of Internal Auditors, Singapore

The Secretariat
10 Anson Road
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Singapore 079903
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18 December 2007

Dear Members

2 Days Seminar on Mind Mapping in audit

13 – 14 March 2008 by Ms Winnie Ang

What you will gain from this seminar:

YOUR OPPORTUNITY TO...

- Find out how your brain and memory work to optimize learning
- Learn what is Tony Buzan's Mind Mapping technique
- Learn how Mind Maps aid memory retention & enhance creativity
- Discover ways to use Mind Maps in audits

Course Description

On Day 1, participants will learn about how common habits can restrict our ability to learn and retain information. They will then find out how the brain works and not only how to optimize learning but memory retention as well.

Participants will learn how to draw Mind Maps and discover for themselves how mind maps naturally enhance memory and creativity.

The focus on Day 2 will be about using Mind Maps in auditing, eg audit planning, risk management etc. Some other applications of Mind Maps in auditing include studying for certification exams. Participants will get to practice drawing Mind Maps and find new ways of using Mind Maps.

About the Speaker

Ms Winnie Ang

Winnie Ang is a qualified Mind Map instructor with an instructor's license from Buzan Asia. She is currently an Assistant Manager with KPMG. She has experience conducting Mind Map classes for both adults and children. She has also been drawing Mind Maps since her university days. In addition, Winnie is one of the Governors of IIA Singapore.

Who Should Attend

People who are interested in finding new ways to enhance their memory, creativity and efficiency in performing audits.

Details of the administrative arrangements are as follows:

Date : 13 – 14 March 2008

Time : 9.00 am to 5.00 pm
(Lunch and refreshments provided)

Registration : 8.30 am

Venue : **Grand Plaza Park Hotel City Hall**
Canning Room, Level 2
10 Coleman Street
Singapore 179809

CPE credit : 14 hours

Fee : S\$600 (IIA / ISACA Member)
S\$780 (Non-member)
*** NO GST payable**
****NO invoice will be issued**

Closing Date : 3 March 2008

Please return the reply slip together with your cheque made payable to **“The Institute of Internal Auditors Singapore”**. **No invoice will be issued.**

Yours sincerely
Lena Kuok
for Education Committee

REPLY SLIP

To: The Institute of Internal Auditors, Singapore
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Fax: 6220 5972

2 Days Seminar on **Mind Mapping** **in audit**

13 – 14 March 2008 by Ms Winnie Ang

From: Mr/Mrs/Ms/Miss _____

Organisation: _____

Mailing Address: _____

Tel: _____ Fax: _____ Mobile: _____ Email: _____

Name of Attendee	Designation	IIA / ISACA Membership No. (where applicable)

Terms and Conditions:

1. Notification of withdrawal in writing received **seven working days or more before** the event will be processed for refund after deduction of \$100 processing fee.
2. No refund will be made for shorter notice but you are welcome to send a replacement.
3. Registration is only confirmed when full payment is received. An official receipt will be sent to you.
4. Payment must be received **before** commencement of the event.
5. No invoice will be issued.
6. Programme may be subject to change.
7. Request for special food arrangement must be made at time of registration.

Enclosed is cheque number _____ for S\$ _____ being payment for _____
IIA / ISACA member(s) @ S\$600 and _____ non-member(s) @ S\$780.

Participants will be awarded 14 CPE hours upon completion of the course.

[Cheque should be crossed and made payable to "The Institute of Internal Auditors Singapore"]

>>>> Complete and Fax to : (65) 6220 5972 for Reservation <<<<<