



How well do you understand your **own emotions** and their **impact** on your actions at work?

What strategies can you use to remain **composed** during high-pressure situations?

How can empathy help you **build trust** and **strengthen workplace collaboration**?

Your emotions are your greatest professional asset

CULTIVATE AWARENESS, RESILIENCE, AND EMPATHY WITH EQ

Build the emotional intelligence to connect and thrive at work

SkillsFuture SG Accredited

TGS-2025057116

Eligible for Training Grant,
Absentee Payroll &
Use of SkillsFuture Credit

In today's diverse workplace, professionals must navigate emotional complexity while maintaining meaningful connections across diverse teams. Yet many executives and managers struggle to manage stress, understand different perspectives, or stay resilient under pressure. **Cultivate Awareness, Resilience, and Empathy with EQ** is designed to equip your team with the competencies to recognise, understand, and manage emotions in themselves and others.

The case for emotional intelligence as a critical workplace capability has never been stronger. According to research by TalentSmart, EQ accounts for 58% of job performance across industries, yet only 36% of people can accurately identify their emotions in real time.

“When dealing with people, remember you are not dealing with creatures of logic, but creatures of emotion.”

Dale Carnegie, Author, How to Win Friends and Influence People

This interactive programme closes the gap between technical skills and emotional competencies by focusing on self-leadership through EQ. Participants will learn practical tools to monitor their emotions, build resilience, practise empathy, and apply emotionally intelligent communication strategies to enhance workplace interactions. By developing greater self-awareness, resilience, empathy, and relationship management skills, learners will be empowered to create more collaborative, inclusive, and psychologically safe work environments.

Key topics covered in this training programme:

Emotional Intelligence Competencies • Self-Awareness • Self-Management
Social Awareness • Relationship Management • Resilience

Cultivate Awareness, Resilience, and Empathy with EQ

Learning Outcomes (LOs) & Course Outline

1-Day Instructor-Led In-Person Classroom Training Programme

THE 4 COMPETENCIES OF EMOTIONAL INTELLIGENCE

LO 1 Examine the 4 key competencies of emotional intelligence

- Define emotional intelligence (EQ) and its four key competencies
- Recognise the impact of emotional intelligence on awareness, resilience and empathy

PRACTISE SELF-AWARENESS AND MANAGEMENT

LO 2 Assess personal thoughts, feelings and actions to enhance self-awareness in handling diverse situations

- Examine how thoughts, feelings and actions influence one another
- Explore various methods to increase self-awareness
- Apply TFA Tracking to monitor how you think, feel, and act
- Evaluate your emotional needs and their impact on self-identity and management
- Review your emotional log to gain greater understanding of personal emotions

LO 3 Demonstrate resilience when facing stress and challenging situations to strengthen self-management

- Explore the STARS methods to build resilience
- Apply the STARS methods to manage stress and enhance resilience

DEVELOP SOCIAL AWARENESS AND RELATIONSHIP MANAGEMENT SKILLS

LO 4 Develop social awareness of others' perspectives and emotions to foster empathy and inclusiveness in diverse environments

- Analyse DRAPE diversity markers to assess emotional climate
- Foster inclusivity through the 3Es of Embrace, Empower, Encourage

LO 5 Apply emotional intelligence when interacting with others to improve relationship management

- Demonstrate empathy amid diversity challenges to promote opportunities to connect
- Practise wholehearted listening to develop greater empathy of others' thoughts and feelings
- Adapt Visual, Verbal, and Vocal communication in empathic interactions
- Navigate difficult and emotional conversations through a thoughtful and structured approach

TAKE ACTION CHALLENGE - YOUR ACTION PLAN AND INSPIRATION FOR TRANSFORMATION

6 months' value-added post-training follow-up to encourage effective transfer of learning:

Take Action Accountability • Training Outcomes Measurement • Optional Mentor Briefing

COURSE FEE & FUNDING INFORMATION

With SkillsFuture SG (SSG) Training Grant & Absentee Payroll Subsidy Eligible for Use of SkillsFuture Credit & SkillsFuture Enterprise Credit

For company-sponsored training, the actual fee payable is dependent on the company's incorporation type in Singapore (SME/non-SME) and the residency status and age of training participants. Non GST-registered companies should also consider GST implications. Here's an illustrative summary of the different funding components.

Learner Profile	Course Fee & Funding Information	COMPANY-SPONSORED				SELF-SPONSORED
		SME		NON-SME		
		Excl GST	Incl GST	Excl GST	Incl GST	Incl GST
Singapore Citizen ≥ 40 years	Full Course Fee	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
	Less: SSG Training Grant	\$ (210.00)	\$ (210.00)	\$ (210.00)	\$ (210.00)	\$ (210.00)
	Imageworks Invoiced Amount	N.A.	\$ 117.00	N.A.	\$ 117.00	\$ 117.00
	Less: Absentee Payroll	\$ (32.63)	\$ (32.63)	\$ (32.63)	\$ (32.63)	\$ -
	Net Training Investment	\$ 57.38	\$ 84.38	\$ 57.38	\$ 84.38	\$ 117.00
Singapore Citizen 21-39 years	Full Course Fee	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
	Less: SSG Training Grant	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)	\$ (150.00)
	Imageworks Invoiced Amount	N.A.	\$ 177.00	N.A.	\$ 177.00	\$ 177.00
	Less: Absentee Payroll	\$ (32.63)	\$ (32.63)	\$ (32.63)	\$ (32.63)	\$ -
	Net Training Investment	\$ 117.38	\$ 144.38	\$ 117.38	\$ 144.38	\$ 177.00
Singapore PR ≥ 21 years	Full Course Fee / Invoiced Amt	\$ 327.00	\$ 327.00	\$ 327.00	\$ 327.00	\$ 327.00
	Net Training Investment	\$ 300.00	\$ 327.00	\$ 300.00	\$ 327.00	\$ 327.00
Non-Singapore Citizen / PR	Full Course Fee / Invoiced Amt	\$ 327.00	\$ 327.00	\$ 327.00	\$ 327.00	\$ 327.00
	Net Training Investment	\$ 300.00	\$ 327.00	\$ 300.00	\$ 327.00	\$ 327.00

For example, assuming a non-SME (GST-registered) company organises a class for 15 employees consisting of 10 Singaporeans above 40 years, 4 Singaporeans between 21 to 39 years or Singapore PRs above 21 years, and 1 non-Singaporean/PR, the final training investment after applicable Training Grants and Absentee Payroll subsidies will be $(\$77.63 \times 10 + \$149.63 \times 4 + \$360 \times 1) = \$1,734.82$ for 15 employees attending the 1 day training.

- The above table includes Baseline Funding, Enhanced Training Support for SMEs (ETSS) and Mid-Career Enhanced Subsidy (MCES) where applicable. Imageworks will apply for these SSG Training Grants for eligible participants.
- As this is an SSG-funded programme, Singapore Citizen and Singapore Permanent Resident learners must record their attendance electronically via the SingPass app, meet a minimum attendance of 75% of the training hours, and pass the competency-based assessments to successfully complete the course and qualify for funding.
- Absentee Payroll is a grant for Singapore-registered companies (excluding government entities) to defray manpower cost, capped at \$100,000 p.a. Excluded from our invoice for course fees, employers have to endorse their employees' details in the Enterprise Portal for Jobs & Skills (EPJS) after their course completion to facilitate funding disbursement.
- Eligible employers can also tap on SkillsFuture Enterprise Credit (SFEC) to cover up to 90% of out-of-pocket expenses including training for non-Singapore Citizen/PR participants with Foreign Identification Number (FIN).
- Self-sponsored Singaporeans may utilise their SkillsFuture Credit to pay for Imageworks' invoiced amount.
- SMEs are companies registered or incorporated in Singapore with an employment size of not more than 200 employees or with an annual sales turnover of not more than S\$100 million.
- The above course fee excludes training venue and F&B expenses. Imageworks' training academy which is well-equipped and conveniently located at 100 Pasir Panjang, is available for corporate booking at a preferential rate.
- On completion of training, participants will be awarded a SSG Statement of Attainment in People and Relationship Management.

Added benefits for choosing a corporate training session exclusively conducted for your organisation:

Contextualisation to organisation • Alignment of standards • Team bonding opportunities

At Imageworks, we believe in forging strong partnerships with our clients. We are committed to deliver effective training solutions that produce results.

Beginning with a clear understanding of each client's needs, we'd suggest ways to contextualise our programme and adapt training activities to deliver memorable learning experiences that both organisations and individuals appreciate. Our high percentage of repeat clients bears testimony of our training effectiveness. Here's a list of some of them:

PRIVATE CORPORATIONS

ABN AMRO
Accenture
ACE Insurance
ACES Learning
AIA
AmBank
Antiant
ANZ Bank
Aon Hewitt
Ascent Solutions
Atos Origin
AXA Life
Avanade
Bally
Bank Julius Baer
Bank of Singapore
Barclays
Body Contour
Borneo Motors
Bosch
BSL Group
BW Maritime
Capitaland
CFA Singapore
Changi Airports International
CIMB Bank
Citibank
City Developments Ltd
CLA Global TS
CLS International (Berries)
Colin Ng & Partners
ComfortDelGro
Credit Agricole
Credit Suisse
Crimson Logic
Daimler South East Asia
Dale Carnegie
DBS Bank
Deloitte
DNV
Duke Bakery
Eastport Maritime
Edelman
Elsevier
Estee Lauder
Eurokars Group
Experia Events
Far East Organization
Finexis
Fisher & Paykel
Fraser Property
FT Consulting
Fullerton Health
Gammon Construction
Global Logistic Properties
Golin Harris
GREIF
GuocoLand
HK Land
Hongkong & Shanghai Hotels
HSBC
IN.FOM
IPP Financial Advisers

Jigger & Pony
Jones Lang LaSalle
JP Morgan
Keppel Corporation
Kimberly-Clark
KMP Group
Knight Frank
Kuok Group
Laguna National Golf & Country Club
Liberty Insurance
Lum Chang Building Contractors
M1
Maersk
Mandai Wildlife Group
Manulife
Maybank
McKinsey & Co
MediaCorp
Meritus Mandarin Hotel
Merrill Lynch
Merz Asia Pacific
Montage Studios
Nefful
NTUC Income
OCBC Bank
OCBC Securities
Oculus
Olympus
Panasonic
PGIM Real Estate
POSB Bank
Procter & Gamble
PropNex
Prudential
Resorts World Sentosa
Richemont Luxury
Rockwell Automation
Qornerstone
S&P Global
SAA Architects
Sanden International
Schlumberger
Schroders Investment Management
Sea Group
Sentosa Development Corporation
Shinji by Kanesaka
Sime Darby Insurance Brokers
Singapore Exchange (SGX)
Singapore Technologies
SingPost
SPH Media
St Gregory Spa
Standard Chartered Bank
Taj Hotels
TEE International
Teledirect
The American Club
The Body Shop
ThermoFisher Scientific
Tolido's
Toyota Tsusho
Transglobal Logistics
Triumph International
UBS

United Overseas Bank (UOB)
Wearnes Auto
Wong, Ong & Partners
Yahoo!
Yue Hwa Chinese Emporium

MINISTRIES, STATUTORY BOARDS & GOVERNMENT-LINKED COMPANIES

A*STAR
Auditor-General's Office (AGO)
Civil Service College
Centre for Management Development
Economic Development Board
Enterprise Singapore
Government of Singapore Investment Corporation (GIC)
GovTech
Housing and Development Board
Infocomm Development Authority
InvestHK
Inland Revenue Authority of Singapore (IRAS)
Integrated Health Information Systems (IHiS)
Jurong Town Corporation (JTC)
Maritime Port Authority of Singapore (MPA)
MINDEF
Ministry of Communications and Information
Ministry of Culture, Community and Youth
Ministry of Home Affairs
National Gallery
National Healthcare Group
National University Health System
Public Utilities Board
Singapore General Hospital
Singapore Land Authority
Singapore Tourism Board
Surbana
Tan Tock Seng Hospital

LEARNING INSTITUTIONS

Henderson Secondary School
Hwa Chong Institution
INSEAD
Manchester Worldwide IHE
Methodist Girls' School
Nanyang Polytechnic
Nanyang Technological University
National Junior College
National University of Singapore
Ngee Ann Polytechnic
Republic Polytechnic
Singapore Institute of Management
Singapore Management University
Singapore Polytechnic
The British Council

NON-PROFIT ORGANISATIONS

Breast Cancer Foundation
St James Church
Trinity Christian Centre

WHY ORGANISATIONS CHOOSE **IMAGEWORKS**[®]

Branding Through People

“The application of the principles of etiquette is insightful and practical as we seek to improve our business relationships with our partners and stakeholders across the globe. Thank you for challenging us to step out of our comfort zones, to take every opportunity to connect well with others.”
- Participant from an international business division of a government agency -

“On behalf of our team, I would like to convey our heartfelt appreciation to you for delivering such an impactful training, and making the session a truly memorable one! We are also really pleased to share that excellent feedback was received for the workshop among all the participants. Thank you for your support and we will feel honored to collaborate again in the future.”
- PhD Research Scholar & Career Team Director of an engineering post-graduate alumni association of a local university -

“I often get asked by colleagues which is our most popular program we run...the answer is always Imageworks... I often get asked which program is critical to our overall training...the answer again is Imageworks. Imageworks has worked with us to not only deliver training but they have consulted with us the whole way. The program we have is tailored to our needs and represents what we stand for, aligning with our brand and the way we do business. Imageworks has captured our essence and helped us to create customer driven employees, particularly in how they represent our business and most importantly themselves.”
- Head of Learning & Development of a major financial institution -



GET TO KNOW US ...

At Imageworks, we believe in celebrating diversity at the workplace, with many of our client engagements working to enhance cohesion, connectivity and mutual appreciation for people and culture differences within local and multinational teams.

Established in 1995, we have over 30 years of experience in improving interpersonal communication skills among our participants, many of whom come from different industries, cultures and stages of life. Imageworks is a 3-time winner of the HR Vendors of the Year Awards from 2020 to 2022, as Best Management and Sales Training Provider.

At Imageworks, we are guided by NICE, an acronym for our core values of nurturing, integrity, creativity and excellence: we are nurturing towards our staff and clients; we discharge our duties with integrity; we inject creativity into our learning experiences, and continually strive for excellence in all that we do. Our passion keeps us a relevant, driven and effective business that continually strives to connect, collaborate and develop meaningful relationships.

Tap on our experience and expertise to inspire and equip yourself and your people, for personal empowerment and corporate excellence.

... AND OUR TRAINING TEAM



PROFESSIONAL TRAINERS & EDUCATORS
Everyone learns differently. Our certified trainers reinforce learning through interactive facilitation techniques, innovative visual aids and impactful learner demonstrations that enable the effective transfer of learning.



EXPERIENCED SUBJECT MATTER EXPERTS
Our trainers are experienced subject matter experts in the areas of social intelligence, professional presence, effective communication and customer experience. Our active practice of these skills allow us to coach our trainees with relatable, relevant and applicable content.



STRONG CORPORATE BACKGROUND
Our trainers have solid portfolios and corporate track record, with a deep appreciation for business and HR issues. We are thus able to contextualise training effectively and motivate learners with practical insights.



MULTI-INDUSTRY PRACTITIONERS
We've contextualised our training to cater to different industries and adapted it to ensure an inclusive environment. It's no wonder that our clients come back for more!