



Transforming Employees for the Digital Economy

Future proofing employees for
the jobs of tomorrow



Spreading the joy of learning
and empowering lives



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The Future of Work

The transformation of work has well and truly begun. We are living through a period where automation, robotics and Artificial Intelligence (AI) are replacing human tasks and jobs at a pace where organizations are struggling to adapt and this has forced organizations to look for new repertoires of skills in their employees.

These technology driven changes have led to significant operational, talent management and human resource challenges for organizations at a time when leaders are already struggling with infection risks brought about by the pandemic, and political and social unrest driven by an uncertain economic climate.

Although this frantic pace of change has led to redundancy of jobs, it has also ushered in the emergence of in-demand digital skills that were foreign to us a decade ago. The competition for the right talent is intense. How can organizations prepare for a future that few can define? And how can organizations attract, retain, motivate and empower their human resource?

First, organizations need to start exploring how best to equip employees with the requisite technical skills to amplify their productivity and quality of work as they work in tandem with machines. Secondly, organizations need to get their employees to enhance soft skills such as creativity, adaptability, empathy, problem solving and leadership, that as of now, cannot be easily replaced by automation.

To be future ready, organizations need to embrace a new mindset towards the nature of work. The new world of work will be a place where humans work with machines and with each other to manage machines. Instead of trying to protect human jobs from inevitable loss to our tireless robotic colleagues, organizations should be embracing automation.

Possessing employees with the skillsets required to work with machines and with each other while operating machines will enable organizations to stay competitive in a digital economy increasingly powered by assisted, augmented and autonomous intelligence.

Challenges Faced by Today's Employees

Here are some of the common challenges that employees across all organizations face.



Communicating Effectively

Remote working, virtual meetings and hangouts will be the norm rather than the exception in the post pandemic world. Employees in supervisory roles will have to sharpen their communication skills to detect nuances in tone and body language of their team members even on virtual space and react appropriately to create a sense of empathy. This is crucial to retain trust amongst the team for the team to move in the same direction to achieve organizational goals and objectives.



Creative Problem Solving

Thinking out of the box to solve problems is the common refrain of many classical creative thinking gurus. But the problem lies inherently with the conceptualization that creative problem solving can only be achieved when one steps out of the box, when there are none to begin with. These mental boxes that we create for ourselves are illusory. We need our employees to view the world as a contiguous whole. Creative solutions are born when connections between seemingly incongruent ideas are melded together to form new perspectives on problems.



Working Together With Machines

As the world of work continues to transform digitally, it is important for employees to adapt their daily work routines to be comfortable working with both their colleagues and with them to manage machines. Employees must buy in to the notion that machines will augment their productivity and quality of work instead of replacing them at their work. Such a win-win mentality will help humans to perform to the best of their abilities to thrive in their designated roles at the workplace.

Challenges Faced by Today's Employees



Staying Motivated at Work

The winds of change brought forth by digitalization can lead to employees feeling disoriented at work. Having employees who feel vulnerable and uncertain of their future can lead to anxiety and burnout at work. It is in human nature to want to accomplish professional goals at work and at the same time delight in their personal growth. Employers would do well to ensure their employees that upskilling opportunities exist for their professional development. This will increase employee engagement at work to enable better staff retention with enhanced job satisfaction.

“

There are no secrets to success. It is the result of preparation, hard work, and learning from failure.

-Colin Powell



Challenges



How and Where @ASK Training Plays a Role



Accredited by SkillsFuture Singapore (SSG) as an Approved Training Organization (ATO)

@ASK Training has been accredited by SkillsFuture Singapore (SSG) as an Approved Training Organization (ATO) since 2014 to provide WSQ Training and Assessment. Corporates who sign up for our WSQ courses will receive government funding and enjoy up to 90% off their course fees.



In-house Training Customized to Your Business Needs

@ASK Training is highly agile in customizing training to our client's needs. We have worked closely with training coordinators and Heads of Learning to customize training to their organizational goals and objectives to ensure relevancy to their work and that the best learning outcomes are achieved.



Partner of International Computer Driving License (ICDL) for IT skills courses

@ASK Training is proud to be accredited by ICDL as an Approved Test Centre (ATC) since 2015. As of 2020, we have trained more than 20,000 ICT users in popular courses such as Microsoft Word, PowerPoint, Excel and Digital Marketing. ICDL courses are also heavily subsidized. Company sponsored employees will receive up to 90% off their course fees.



How and Where @ASK Training Plays a Role



Industry Gold Standard Training Methodologies Applied to Course Design

@ASK Training designs targeted and outcome-based training programs with an eye on detail. After conducting training needs analyses for our clients, we use a mixture of behavioural, cognitive and constructivist approaches in our instructional design according to the learning objectives and subject matter. We close the training loop with Kirkpatrick's 4 Levels of Evaluation to obtain feedback from learners on areas of improvement for our courses, track learners' retention of knowledge, behavioural changes and improvement in their work performances.



Comprehensive Suite of Soft Skills Courses

@ASK Training is one of the leading providers of Soft Skills courses in Singapore. We have a wide range of courses ranging from personal effectiveness, leadership, interpersonal communication, business writing, financial planning and motivational skills. Our signature course is the 'Three Kingdoms' Leadership In Today's Context' based on the Chinese literary classic, Romance of the Three Kingdoms. Till date, we have trained more than 400 senior management staff with many positive reviews on the relevancy of the leadership insights to their work.



Trainers With Extensive Industry Experience

@ASK Training is stringent when it comes to the selection and deployment of trainers for our courses. All our trainers have extensive industry and training experience. Incredibly passionate in their craft, they aim to deliver high impact training sessions to their learners to make a difference to their well-being at work. Our trainers are always keen to upskill themselves to keep abreast of industry trends in their fields of expertise. They aspire to perfect their craft with each training session conducted to deliver the best training outcomes.

Spreading the Joy of Learning

Since 2010



+43,912

Learners



+41,562

Certificates Issued



+10

**Years of Training
Expertise**

Achievements

What We Offer



Communication



Design



Digital Marketing



ICDL Courses



IT Related



Leadership



Management



Microsoft Office Tools



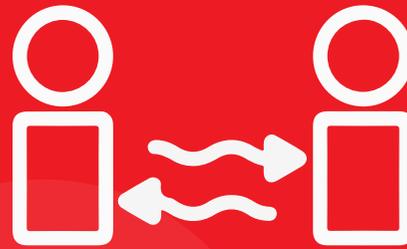
Personal Effectiveness

What We Offer



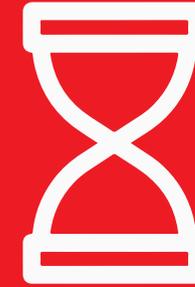
Actionable Strategies

Take away actionable strategies, frameworks and processes that you can immediately apply to your work



Peer-To-Peer Learning

Learn from your classmates via classroom activities expertly facilitated by our trainers



Lifelong Learning

Look out for our social media posts @ASKTraining and blog for tips and tricks on various subject matters and updates on the training industry



In-depth Insights

Learn from the mistakes and best practices of various industry specific case studies to maximize your chances of success



Accelerated Learning

Shorten your learning curve by tapping on the insights of our trainers who are industry practitioners



Post-Training Support

Enjoy post-training support from our trainers for selected courses to maximize retention and transfer of knowledge



Clients Who Have Benefited

Malvem Wong

CNB Team Leader

Three Kingdoms' Leadership in Today's Context

I attended a course with @ASK Training "Three Kingdoms' Leaderships In Today's context". It's very interesting to learn about the past different leadership styles which are still applicable to today's context. The focus on the different leadership qualities of the characters are useful and can be applied to my job. The trainer is also very knowledgeable in this topic.

Heng Hui Ling

MHA Police Officer

Brainpower - Discovering and Developing Our Mental Skills

This is the first time I attended home-based learning using zoom. Ms Zenn was attentive to my needs throughout those 2 days, making sure that I can see what the trainer was writing on the whiteboard and that I could hear the trainer clearly. When the instability of the hotel Wi-Fi led to connectivity issues throughout the course, Ms Zenn went the extra mile by using hotspot to stabilise the connections instead. Trainer, Kwan Liang, was also attentive to my needs, making sure that I understood the topics. Even though I was the only participant doing home-based learning, they didn't let me feel that I'm being left out. I want to say a big thank you to @ASK Training.

Clients Who Have Benefited

Amy Choo Wei Lynn

***StudyGroup
Content Marketing Strategy***

I attended this 2-day content marketing class over zoom, so it is hard enough to keep the lecture interesting, let alone the attention span of adults who have not studied in a long time. To my surprise, the class was engaging and fun with lots of activities to make you think on your toes and gives you great ideas for your own business. Highly recommended.

Adrelina See Toh

***ICDL Perform Spreadsheet Functions (Excel Fundamentals) (Synchronous e-learning)
ICDL Perform Advanced Spreadsheet Functions (Excel Advanced) (Synchronous e-learning)***

I have attended numerous trainings and seminars. I must say that @ASK Training is one of the few which really impressed me. I recently attended 2 ICDL courses with them. It's team shows strong dedication towards bringing quality training and services to its learners. Quick response from admin staff and an exceptional trainer who went the extra mile to give me additional exercises & coaching in areas which I required further clarifications, all beyond the training hours. It is rare to find such a kind, patient, and passionate trainer.



Testimonials

About @ASK Training

We are a provider of best-in-class training programmes for individual learners and corporate clients and are proud to be a SkillsFuture Singapore (SSG) accredited Approved Training Organization (ATO) since 2014 to provide WSQ Training and Assessment.

We specialize in providing training for Microsoft Office tools and are a partner of ICDL (International Computer Driving License) in the provision of IT skills courses. We provide Soft Skills Training in the areas of communication, interpersonal relationship building, management, motivational skills and other areas of personal effectiveness for government agencies and corporate clients in Singapore. To help learners to be future ready, ASK has also launched our series of digital marketing courses conducted by highly experienced industry practitioners.

As a committed training provider, we strive to deliver effective training programmes for participants to enjoy personal growth in learning and achieve higher business productivity in their organizations. To deliver the best learning outcomes, our curriculum team conducts training needs analysis on our learners and work closely with our trainers to provide in-house customized training that are aligned to the business goals and objectives of our corporate clients to maximize positive takeaways from our sessions.

@ASK Training is a keen observer of changing industry trends. We constantly strive to develop new course offerings to meet the evolving training needs of our learners to prepare them for the workplace of tomorrow.

About Us



When we were young, we took pride in the simple things that we learnt and revelled in the praise that our parents and teachers showered upon us when we managed to master fundamental literacy, numeracy and motor skills.

As adults, many of us seem to have lost the pure satisfaction and joy of learning and mastering knowledge and skills.

@ASK Training, we aspire to provide great learning experiences for our learners to catalyse their personal growth and reignite the joy that they derive from learning.

Our Mission

To spread the joy of learning and empower lives through our sharing of skills and knowledge

Education is the key to empowering people with the capacity to aspire and getting them out of the vicious cycle of poverty.

Learning can be fun and should be fun, especially when it secures livelihoods and improves the quality of lives of many.

Our Vision

To spread the joy of learning and empower a Million lives in Southeast Asia by 2030

Vision

Our Core Values

Focus On Our Learners

We prioritize our learners' training needs and well being above anything else.

Give Your Best Always

We believe in giving our best at work to make a positive impact on the lives of others.

Share With Joy

We delight in the sharing of knowledge, skills and positive attitudes towards learning for success at work and life.

Respect

We respect the opinions that our learners have towards various training matters and are always ready to listen to what they have to say.

Teamwork

We are united in our vision to spread the joy of learning and empower a million lives in Southeast Asia by 2030.

Core Values

Some of Our Clients



Our Training Facilities

@ASK Training Pte Ltd has 2 training facilities that are located at JTC Summit (Jurong Lake District) and Mountbatten Square (Mountbatten Road) respectively. Both training facilities are within 5 mins walking distance from Jurong East MRT/Bus Interchange and Mountbatten MRT respectively. All our classrooms are well furnished, air-conditioned and conducive for IT and soft skills trainings.

There are 7 well-equipped classrooms with wireless internet connection. The classrooms can flexibly accommodate classroom style and cluster style seating arrangements. There are 4 classrooms in total, 1 classroom at Mountbatten Square and 3 classrooms at JTC Summit, that can each accommodate up to 24 Pax respectively.



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When the atmosphere encourages learning, the learning is inevitable...

-Elizabeth Foss

Facilities

Our Training Locations

We have four hotel venues at central locations for Soft Skills training.



Rendezvous Hotel Singapore

Address:

9 Bras Basah Rd, Singapore 189559

Rendezvous Hotel is next to Bencoolen MRT station and 5-minute walk away from Bras Basah and Dhoby Ghaut MRT stations. Set in the Arts & Heritage district, this stylish hotel is 2 km from Chinatown and 3 km from Gardens by the Bay waterfront park.



Mandarin Orchard Singapore

Address:

333 Orchard Rd, Singapore 238867

Minutes away from world-famous business areas and shopping areas in Singapore, Mandarin Orchard Singapore is a 5-minute walk away from the Somerset MRT station.

Our Training Locations

We have four hotel venues at central locations for Soft Skills training.



Furama City Centre

Address:

60 Eu Tong Sen St, Singapore 059804

Furama City Centre is centrally located in Chinatown, in the Central Business District (CBD) and at the fringe of Shenton Way. It is a 5-minute walk away via a sheltered link bridge from Chinatown MRT station.



Hilton Singapore

Address:

581 Orchard Rd, Singapore 238883

Hilton Singapore is a 5-minute walk away from Orchard MRT. Located in the vibrant Orchard Road shopping district, this refined hotel is 2 km from Singapore Botanical Garden and 5 km from Marina Bay.



Operating Hours:

8.30 a.m. to 6.00 p.m.

Monday to Friday, excluding
Singapore Public Holidays

*For walk-in registration, please visit us at
our West Branch (The JTC Summit)*

Tel : +65 6484 6723

Fax : +65 6567 3283

Email : information@asktraining.com.sg

