

# Advanced Writing Skills for Government

19 Nov | Online

## Workshop



## Develop the skills to write government documents that attract minimal editing

- Take a strategic and analytical approach with your writing
- Improve your editing and proofreading skills
- Fact check and use credible sources
- Understand the difference between misinformation v disinformation

### THE AGENDA

#### Workshop

19 NOV | 9:00 - 4:30

- Getting what you need from your writing
- Deep diving into Government audiences
- Writing successful tenders, ministerial briefs, and other reports
- Writing for different mediums

### YOUR FACILITATOR

Adrian Cropley is widely recognised as one of the world's foremost experts in strategic communication. With a career spanning over 30 years, Adrian has worked with clients all over the world on major change communication initiatives, internal communication reviews and strategies, professional development programs, and executive leadership, and coaching.



**Adrian Cropley**  
Founder Director  
Centre for Strategic  
Communication Excellence

### GROUP DISCOUNTS

3 - 4 Attendees

**10%**

5 - 7 Attendees

**20%**

8 - 9 Attendees

**25%**

10+ Attendees

**30%**

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Super Saver

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Early Bird

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Ends 11 Oct

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Registration Information

Organisation Name

Address Suburb State Postcode

Booking Contact Information

Title Full Name Position Email Phone

Delegate Information

Table with 5 columns: #, Title, Full Name or TBA, Position, Email. Rows 1-10.

Pricing

Pricing grid with columns: Ends 26 Jul (Rapid Action Save \$600), Ends 16 Aug (Value Plus Save \$400), Ends 6 Sep (Super Saver Save \$200), Ends 11 Oct (Early Bird Save \$100), Standard Rate. Includes Group Discounts table.

Conditions: Group Discounts apply for bookings made simultaneously. Only one discount applies. Group discounts apply to standard rates only. Group discounts are not applicable to Rapid Action, Value Plus, Super Saver and Early Bird rates.

Payment Details

Payment is required prior to attending this event.

Payment details form with sections: Credit Card, Cheque, Electronic Funds Transfer, Card Number, CVV, Full Name as on card, Cardholder's Contact Number, Signature, Electronic Funds Transfer (EFT) details, Amount.

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Registration Policy If you are unable to attend this event, you may send a substitute delegate in your place at no additional cost. Please advise us of any substitutions as soon as possible.

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