

Malaysia: Pre-secondment Preparation	
Duration	6 hours
Objective	To assist the delegates in their pre-departure preparation by providing targeted information and an opportunity to openly raise any concerns or doubts they might have, thereby facilitating the transition and ensuring a successful assignment in the long-term.
Content	<p style="text-align: center;">Part one</p> <ul style="list-style-type: none"> • Introduction <ul style="list-style-type: none"> ○ setting objectives for the session • What can you expect to experience on assignment in Malaysia? <ul style="list-style-type: none"> ○ anticipating culture shock and managing its impact • Establishing a context: <ul style="list-style-type: none"> ○ your expectations: dealing with preconceptions ○ a geopolitical and economic/historic view of Malaysia • Living in Malaysia - what can you expect? <ul style="list-style-type: none"> ○ practical information on destination city, Kuala Lumpur, e.g. neighbourhood breakdown, shopping districts, schools, etc. ○ the expatriate experience in Malaysia (e.g. expat. figures, nationalities, support networks and organisations) ○ attitudes to you - Malaysians' perception of foreigners. • General etiquette guide <ul style="list-style-type: none"> ○ Dos & Don'ts ○ Malaysia's myriad of races and cultures - are there differences in customs?
	<p style="text-align: center;">Part two</p> <ul style="list-style-type: none"> • Working in Malaysia: <ul style="list-style-type: none"> ○ organisational structures ○ work cultures ○ work relationships • Doing business in Malaysia: <ul style="list-style-type: none"> ○ business etiquette ○ understanding local businesses ethics/values ○ local attitudes to foreign business, includes a view on the political position on foreign trade ○ networking • Communicating effectively: <ul style="list-style-type: none"> ○ getting your message across in English - be aware of different uses of English in Malaysia! ○ should you use Malay? ○ striking the right tone • Conclusion and final Q & A session
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