

## **PART A: EXECUTIVE SUMMARY**

In the Rotary Year 2011/2012, RAC Subang organized Professional Development Sessions presented by members of the club. The topics of presentation were determined by the presenter based on their knowledge, skills and area of expertise.

We kick- start our first Professional Development Session with a presentation by our Club Treasurer Yap Rou Xin on 'The Eww Factor'. Her presentation was based on her Psychology Research Study being a student of the International Baccalaureate Diploma Program. She presented on the fact that an emotion that is so simple and common can actually affect out voluntary action and keep us away from infectious and harmful objects. Her research was specifically on the feeling of disgust and to find out how does the disgust level of participants varies when pictures of different objects are shown. All were given 19 pictures and were asked to rate these pictures on a scale of 1 to 5 where 1 rates not disgusting and 5 rates very disgusting. Results from the survey conducted showed participants do rate a higher value when a disease-relevant scenario is shown supporting her research's hypothesis that the presence of disease-relevant scenarios does have a significant effect on the participant's judgment.

Our internal Professional Development Sessions was followed by a presentation on 'Rotaract 101' by IPDRR Sanjeev Kumar. He provided all with a brief history on the origins and foundation of Rotary, its avenues and how Rotaract was born. He went in details on the avenues of service in Rotaract and on our District 3300. He shared on the various activities organized and joint in his years as a Rotaractor including District Rotaract Conference (DRC), District Rotaract Assembly (DRA) and international conferences such as the Asia Pacific Rotaract Regional Conference (APRRC). His presentation was especially useful for new members and guests of the club to gain a better understanding on Rotaract from what we are and what we do. His presentation also captured the interest of many to take full opportunity of the many interesting Rotaract activities and programs and encouraged all to be more active and involved in the Rotaract Organization.

Being an auditor himself with Am Bank, President Rudran presented on the 'Operations of Banking'. He shared with all on the concept of banks was founded and how can we as consumers take advantage of the different banking facilities in increasing savings. He also shared a tip on the usage of credit cards. He informed for a retail shop to allow customers to pay by a credit card, retails shops have to have a credit card terminal. As such, these retail shops have to pay a certain percentage of the amount charged to the card. Hence with this charges, it is a common practice for retail shops to mark up the prices of products to make up for the extra charges. Therefore it is advisable to pay for large amount items especially with a credit card to gain points or rewards from the card. He highlighted on the differences between house and car loans interest rates and how its best to accelerate payment of house loans to reduce cumulative interest and to maintain the car loan as the cumulative amount in interest has already been factored in. His presentation definitely benefited all of us as we all learnt more of the banking operations and how to take advantage of the various banking facilities to our benefits. In general, the presentation gave pointers that responsible usage of credit card can help users to save money and earn rewards and prolonging a loan period is only useful if savings are used in a more productive way, instead of keeping in savings account in the bank as the savings earn very little money. Prudency in spending is important, as the interesting on lending is very high.

We also had a presentation on 'Presentation Do's & Don'ts' by member Jamie Lioh. Being in the advertising industry, she informed presentations are very vital especially as a tool in attracting potential and convincing clients in the services they provide. She presented on the important aspects of preparing a presentation to finally presenting it – Behind The Scenes, Props and On Stage. Some of the useful tips shared included ensuring the structure of the presentation had an introduction, key points and summary. Stunning visuals and interesting photos are tools to be used to make a presentation more interesting. It was highlighted that the body language of the

presenter was equally important as maintaining eye contact with the audience and using hand movements to emphasize the points when presenting and finally recap with the audience on the key points in the end. Jamie emphasized that the golden rule for every presentation was to practice or rehearse the presentation repeatedly.

Our members vocational Professional Development Sessions for the year was continued by a presentation by our Club Service Director Aaron Tang with a presentation on 'The Summary of Self Help'. He presented on tips to help yourself in improving your quality of lifestyle. The tips included being responsible for your actions, to be in control of your emotions, setting measurable goals and learning from others. Everyone found the presentation interesting and hopes to apply some of the tips shared in our daily lives.

A presentation by our Community Service Project Director Sanjeev Kumar who is also a project engineer with PETRONAS on 'Oil & Gas' concluded our Professional Development Presentations for the year. He shared with us on the places across Malaysia where oil and gas available. The phases of oil production from conducting studies to evaluation stages, development and finally the production itself caught the interest of many. Some of the interesting facts shared is the extraction of oil is obtained through the difference in its pressure during the drilling process allowing the oil to flow up to the platform. He also informed that pipe lines for gas are built throughout Peninsular Malaysia with the function to transfer gas from Malaysia to all part of Malaysia. Interestingly enough, KLCC is also built above one of these pipe lines, producing their own electricity for the entire building using gas. He also presented on the operations of PETRONAS being the main source of revenue for the country in its industry. Besides developing locally, PETRONAS has spread itself to 35 countries around the world.

## **PART B (1): OBJECTIVES**

1. To share one's knowledge, skills and area of expertise for the development and education of others
2. To provide a platform for members and guests to develop and build confidence through presentations
3. To allow a sense of belonging in the club for members, old and new as their input and presentations are well accepted and used in club submission for District Awards
4. To develop professional skills and instill leadership qualities in members and guests through organizing and executing the project
5. As part of Rotary's Avenue, Vocational Service, to let Rotaractors know the vocation (and area of specialty) of other members and form an appreciation for the contribution to society and nation
6. To let members have more life-skills that could help them improve their life, work and studies
7. For the members who are still studying to understand the work life of working members, that could help them make inform choices of the path they want to take upon graduation
8. To provide a better understanding to guests on the Rotaract Organization and its avenues
9. To involve the active participation and fellowship among the club members
10. To achieve the objectives of Rotaract Changemaker Award and DRR Citation

## **PART B (2): ORGANIZING COMMITTEE**

Organizing Chairperson	: Jimmy Cheng Jit Ming
Secretary	: Belvinder Kaur Kuldeep
Presenters	: Yap Rou Xin Sanjeev Kumar Rudran Sivayanapoopathy Jamie Lioh Aaron Tang

**PART C: ITINERARY**

<b>Presenter</b>	<b>Topic</b>	<b>Date</b>
Yap Rou Xin	The Eww Factor	11 <sup>th</sup> August 2011
Sanjeev Kumar	Rotaract 101	22 <sup>nd</sup> September 2011
Rudran Sivayanapoopathy	Operations of Banking	10 <sup>th</sup> November 2011
Jamie Lioh	Presentation Do's & Dont's	24 <sup>th</sup> November 2011
Aaron Tang	The Summary of Self Help	22 <sup>nd</sup> March 2012
Sanjeev Kumar	Oil & Gas	19 <sup>th</sup> May 2012

**PART D: PHOTOS**



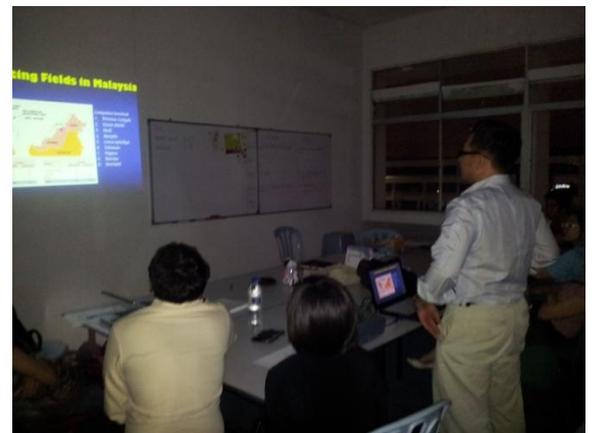
Rudran showing examples of saving plans from the usage of credit card in his 'Operations on Banking' presentation



Jamie informing some of the preparations needed in preparing a presentation in her 'Presentation Do's & Dont's'



Aaron providing some of the basic tips in improving one's lifestyle in his 'The Summary of Self Help' presentation



Sanjeev sharing on the producing fields of petroleum in Malaysia in his presentation on 'Oil & Gas'

## **PART E: PROJECT PLANNING**

The idea of having the internal Professional Development Sessions was raised by our Community Service Director Sanjeev Kumar during a club meeting. He suggested that the club should organize such professional development sessions to develop our members and guests and at the same share to disseminate interest, knowledge and expertise. Everyone agreed that this was a good idea and took a decision that we would incorporate these sessions after our club meetings.

Professional Development Director Jimmy Cheng requested individuals to come forward and volunteer to present on topics decided by themselves that would be beneficial to the rest. Everyone was encouraged to look upon this as a good training platform for public speaking.

The volunteered speaker would then inform the club on the topic of interest and an agreed date would be decided. A projector would be borrowed from IPP Roger Yue of RC Subang to allow the presentation slides to be projected. Upon completion of the presentation, there would be Q&A session for the audience to obtain further clarifications on the subject matter.

## **PART F: PROJECT EXECUTION**

Professional Development being one of the most important avenues has a lot emphasis to play in the development of the members and guests of a Rotaract Club. Goals that we hope to achieve from organizing and conducting these internal Professional Development sessions are as follows:

- **To develop and build public speaking skills**

These skills were fostered by members in preparing and delivering their presentations. Public speaking is a great way of building self confidence and enhancing one's communications skills. Through the presentations, presenters learnt on how to communicate ideas clearly and assess the reaction of the listeners. In coming out with a topic of presentation, we also learnt that we have consider the listeners on what would they be interested in learning, what would they want to take away from the presentation etc. Development of public speaking skills will certainly benefit all in both classrooms and the workplace in conveying ideas and presenting oneself. Public speaking can really make a difference professionally.

- **Retain and sharpen old skills/knowledge**

Through the presentations conducted, skills and knowledge developed or acquired in the past that may have become slightly rusty will be sharpened. It is always good to brush on these skills because over time, especially if they are not used constantly can start to fade out. For example in Jamie's presentation on 'Presentation Do's & Dont's' we all were reminded that is very important to ensure presentations are structured and is successful in conveying the message intended. Similarly with Sanjeev's presentation on 'Rotaract 101', having his presentation allowed members to brush up on their knowledge on the Rotaract Organization.

- **To obtain and gain fresh perspectives**

Executing these Professional Development sessions has allowed both the presenter and audience to draw upon fresh perspectives from outside. By reflecting on these things, creative solutions and ideas were raised and can be brought into our personal lives. It also helped us to learn relevant tools and best practices that could be used to our advantage and performance. New knowledge creates real-time solutions and innovative initiatives. For example, Rudran's presentation 'Operations of Banking' gave all a better insight on the different banking facilities and how to apply and maximize benefits especially in applying for loans from banks. It has also taught us on how to be more vary on how to increase savings.

- **Alignment to one of Rotary International Focus – Education**

From the presentations conducted, all learnt more on other industries as well as other skills that could assist us in our personal lives and broadening our horizons which is aligned to one of Rotary International Focus - education. For example, Sanjeev's presentation on 'Oil & Gas' provided knowledge and better understanding on the phases of oil production. Through his presentation, we all also learnt more on the operations of PETRONAS as a national oil company that has gone global and has contributed more than RM60 billion to national coffers in 2011 alone. Sharing of his experience working as an engineer with PETRONAS and some of the projects he has and is working on showed how lucrative the oil and gas industry is.

All in all, professional development is about moving yourself to the next stage in your learning curve. However, not only can this development be of use to the presenter, but it has also benefitted members and guests of the club. These internal Professional Development Sessions have helped to boost the confidence of the presenter, to bring out the best of their abilities. The willingness to volunteer to conduct a presentation for the benefit of others certainly ties with Rotary's motto, "Service Above Self" and also keeping us in line with Rotaract motto, "Fellowship Through Service".