



# intelligent information WORKSHOPS



## Basic Research Skills

Sydney Workshop

### Workshop Presenter:

**Kay Harris**

Kay is Director of Intelligent Information and Vista Information. Intelligent Information is a training and information consulting business, while Vista Information provides research to its clients'. Before setting up these businesses Kay managed information centres for investment banks in Australia and Asia, set up research desks for government institutions and developed information strategies for various businesses for over 25 years. Her core focus has always been on providing key insights to clients so they can make key decisions.

### About the Workshop:

#### What you will learn

This workshop introduces the concept of research skills, why they are important, and about the skills themselves. Over 2.5 hours you will learn to;

1. Understand the importance of authoritative information.
2. Learn how to analyse what is really meant from your initial question
3. Look at how you find the answers
4. Research techniques
5. Best ways to present those answers

### To Register:

Email Melissa Simmons: [Melissa@intelligentinfo.com.au](mailto:Melissa@intelligentinfo.com.au)

### Payment Details:

Please pay via PayPal [Kay@vistainformation.com.au](mailto:Kay@vistainformation.com.au)

OR Bank Transfer (email: [Melissa.melissa@intelligentinfo.com.au](mailto:Melissa.melissa@intelligentinfo.com.au))

*A tax invoice receipt will be emailed to you when payment has been processed.*

### Strictly Limited Seating

Workshop numbers are limited to permit meaningful interaction between the group and to allow the presenter to give personal attention to individuals needs.

### WORKSHOP DETAILS

Thursday 5 July 2018

9:30am-12noon

### VENUE

Intelligent Information  
Suite 206, 74 Pitt Street  
Sydney NSW 2000  
T: 02 9223 7373  
M: 0402 788 843

### FEE

\$50.00 plus GST, per person

### WHO SHOULD ATTEND

These workshops are designed for people who want to develop skills in research and those who feel they need to refresh their skills.

This workshop is also valuable for students who want to work in the information profession, as research skills are a powerful tool to have.

### FUTURE WORKSHOP DATES

Basic Research Skills Workshops to be held in Sydney;

Thursday 2nd August, 2018

Thursday 6th September, 2018

Thursday 4th October, 2018

Thursday 1st November, 2018

### CANCELLATIONS

Should you be unable to attend, a substitute attendee is always welcome at no extra charge.

Alternatively, we will make a full and prompt refund for cancellations received fourteen days prior to commencement of the workshop, less a 20% administration fee.