



IDFR 2018 prospectus

IDFR 2018 Prospectus

Published by
Institute of Diplomacy and Foreign Relations (IDFR)
Ministry of Foreign Affairs, Malaysia
Jalan Wisma Putra
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Malaysia

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CONTENTS

Institute of Diplomacy and Foreign Relations	5
2018 Programmes	9
Centre for Political Studies and Economic Diplomacy	13
Centre for Leadership, Negotiation and Public Diplomacy	29
Centre for Languages and Cultural Diplomacy	41
Centre for Competency Enhancement	81



Institute of Diplomacy and Foreign Relations

▲ Institute of Diplomacy and Foreign Relations

The Institute of Diplomacy and Foreign Relations, or IDFR in short, has been the training arm of the Ministry of Foreign Affairs, Malaysia since 2004. Established in 1991, the Institute trains Malaysian diplomats in the areas of diplomacy, international relations, soft skills and foreign languages. It also trains diplomats and other officials from recipient countries under the Malaysian Technical Cooperation Programme as well as the ASEAN Secretariat in areas including diplomatic training, strategic analysis and crisis management.

One of the institute's flagship programmes is the Diploma in Diplomacy, a six-month intensive course for junior Malaysian diplomats in preparation for their first posting to Malaysian Missions. IDFR has also been offering another flagship programme – a one-year Master of Social Science in Strategy and Diplomacy, a joint programme with Universiti Kebangsaan Malaysia since 1999. In the pipeline is a joint PhD programme with another local university, which is expected to commence in the near future.

To complement classroom learning, discourses comprising lectures, forums, round table discussions and workshops are also organised on a regular basis. To date, prominent figures who have addressed audience at IDFR include Kofi Annan, Yasser Arafat, Benazir Bhutto, Nelson Mandela, Sultan Hassanal Bolkiah, Tun Dr. Mahathir Mohamad, Imam Feisal Abdul Rauf, Ban Ki-moon, Gareth Evans, Helen Clark, Tan Sri Rais Yatim, Tunku Zain Al-'Abidin Tuanku Muhriz and His Royal Highness Sultan Dr. Nazrin Muizzuddin Shah ibni Almarhum Sultan Azlan Muhibbuddin Shah Al-Maghfur-Lah, the Sultan of Perak Darul Ridzuan and the Institute's Royal Patron. Among its collaborators are the Association of Former Malaysian Ambassadors, Foreign Policy Study Group, United Nations Association of Malaysia, Global Movement of Moderates Foundation, Mercy Malaysia, International Movement for a Just World, Universiti Kebangsaan Malaysia, Universiti Malaysia Sabah, and the foreign missions in Kuala Lumpur.

IDFR also has a panel of Distinguished Fellows who contribute ideas and support the growth of the Institute, and they are made up of experienced practitioners and outstanding academicians in the field of diplomacy and international relations.

IDFR is made up of four learning centres. They are:

1. Centre for Political Studies and Economic Diplomacy
2. Centre for Leadership, Negotiation and Public Diplomacy
3. Centre for Languages and Cultural Diplomacy
4. Centre for Competency Enhancement

These centres are supported by the Special Projects Division and the Management Services Division.

The Institute's facilities include:

- * Training rooms
- * Meeting rooms
- * A library complete with self-access learning resources
- * A language lab and a computer lab
- * A 250-seat auditorium
- * A multipurpose hall with a capacity of up to 500 people
- * A hostel
- * Gymnasium, swimming pool, tennis cum futsal and squash courts
- * Wireless coverage





2018 Programmes

2018 Programmes

Centre for Political Studies and Economic Diplomacy

Courses	
Course on Strategic Analysis (Malaysian Participants)	13-16 March 2018
Malaysian Technical Cooperation Programme (MTCP): Diplomatic Training Course for International Participants 2018	April 2018
Malaysian Technical Cooperation Programme (MTCP): Crisis Management Course for International Participants 2018	July 2018
Malaysian Technical Cooperation Programme (MTCP): Strategic Analysis Course for International Participants 2018	August 2018
Malaysian Technical Cooperation Programme (MTCP): Economic Diplomacy for International Participants 2018	October 2018
Discourses	
IDFR Lecture Series	February and July 2018
Economic Diplomacy Series	April and October 2018
Ambassador Lecture Series	May 2018
ASEAN Ambassador Lecture Series	September 2018

Centre for Leadership, Negotiation and Public Diplomacy

Courses	
Pre-Posting Orientation Course for Home Based Staff and Spouses under <i>Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)</i>	
Series 1: Grade 41 and above	5-14 February 2018
Series 2: Grade 38 and below	7-11 May 2018
Series 3: Grade 41 and above	10-19 July 2018
Series 4: Grade 38 and below	24-28 September 2018

Public Diplomacy and Media Skills Workshop	27 February- 1 March 2018
Leadership Course for Diplomats and Attachés	
Series 1	10-12 April 2018
Series 2	16-18 October 2018
International Negotiation Workshop	
Series 1 (Fundamental)	24-26 April 2018
Series 2 (Intermediate)	26-28 June 2018
Series 3 (Advance)	7-9 August 2018

Centre for Languages and Cultural Diplomacy

Courses	
English Language	
Say it Right: A Course on Pronunciation 1/2018	6-8 February 2018
Presentation Skills for the Workplace	5-8 March 2018
Building Blocks of Good English	23-27 April 2018
Effective Writing Skills 1/2018	25-28 June 2018
Malaysian Technical Cooperation Programme (MTCP): English Language Course for Diplomacy 2018	1-16 August 2018
Say it Right: A Course on Pronunciation 2/2018	4-6 September 2018
Effective Writing Skills 2/2018	29 October- 1 November 2018
Arabic Language	
Arabic Level II	20 February-3 May 2018
Arabic Level I	4 September- 21 November 2018
Arabic Level III	6 September- 15 November 2018
Spanish Language	
Spanish Level I	5 February-16 April 2018
Spanish Level II	6 February-17 April 2018
Spanish Level IX	9 February- 5 October 2018

Spanish Level II	2 July- 17 September 2018
Spanish Level III	3 July- 18 September 2018
Spanish Level III	1 October- 17 December 2018
Spanish Level IV	2 October- 13 December 2018

Malay Language

Fundamental Conversational Malay	6 February-17 April 2018
Fundamental Writing in the Malay Language	19 June- 6 September 2018
Intermediate to Advanced Level Malay Language	3 September- 19 November 2018

Cultural Diplomacy

Workshop on Intercultural Communication and Diplomacy	17-19 July 2018
Malaysian Technical Cooperation Programme (MTCP): Intercultural Awareness and Diplomacy Course 2018	19 September- 4 October 2018

Discourses

Cultural Diplomacy Lecture Series 1/2018	28 March 2018
Cultural Diplomacy Lecture Series 2/2018	16 October 2018

Centre for Competency Enhancement

Courses

Master of Social Science in Strategy and Diplomacy	3 September 2018- 23 August 2019
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**Centre for Political
Studies and Economic
Diplomacy**

▲ Centre for Political Studies and Economic Diplomacy

The Centre for Political Studies and Economic Diplomacy focuses on diplomacy and international relations, bilateral and multilateral political, economic and trade relations as well as security issues. The Centre aims to promote and accomplish high standards of professionalism in blended learning, training, research and publication as well as consultancy services in the Institute's quest to become a premier think tank in diplomacy and international relations.

Throughout the year, the Centre organises courses on relevant, current and varied subjects related to political studies and economic diplomacy. Quality, topical and practitioner-oriented learning programmes are also offered by the Centre through courses under the Malaysian Technical Cooperation Programme (MTCP). The Centre welcomes the opportunity to collaborate with other Ministries and government agencies, foreign governments, international and regional organisations as well as local and foreign think tanks and universities to generate, share and disseminate practical knowledge in political studies and economic diplomacy. The Centre also organises intellectual discourses on topical issues related to political studies, economic diplomacy and international relations through its various lecture series. Participation in all discourses is by invitation only.

To be included in our mailing list, kindly contact our officers from the Centre.





Negotiation Issues on Food Labels (Malaysia): the Case of Halal

ECONOMIC DIPLOMACY SERIES organized by the Institute of
Diplomacy and Foreign Relations (IDFR) in collaboration with the
Institute of Malaysian and International Studies (IKIMAS), Universiti
Kebangsaan Malaysia (UKM)

Presentation by Dr. Christian Haberbort, World Trade Institute
University of Bern, Switzerland
27 September 2017, 0945-1130 hours



Course on Strategic Analysis (Malaysian Participants)

13-16 March 2018

Overview

Strategic analysis is a vital tool for ensuring long-run success, be it in the economic, political, social or diplomatic field. The study of strategy and strategic management has always been critical. It allows a glimpse into all the possibilities and forces at play, invoking one to evaluate the costs and risks resulting from the decisions made and to dissect the consequences of those of the adversaries, allies and others.

With global politics and economic uncertainties continuing to abound and dominate the international arena, it is crucial for states to pursue comprehensive approach in dealing with these issues. Employing the blending of critical thinking and innovative approaches will greatly assist states to realise their policy and strategic goals. State actors must, therefore, be equipped with those knowledge, techniques and methods.

Course Content

- * Introduction to Strategic Analysis
- * Strategic Planning and Future Studies
- * Innovation and Strategic Thinking
- * Strategic Positioning for Effective Media Relations
- * Balancing, Bandwagoning and Hedging
- * Discourse of Strategy
- * Counter Terrorism
- * Country Risk Analysis
- * International Negotiations: Analytical Tools and Technique
- * Traditional Security/Non-Traditional Security
- * Intelligence and National Security

Who Should Attend

This course will be relevant to mid-career and senior officials of ministries/government agencies whose nature of work involves diplomacy, crisis management and security, and international relations. They must fulfill the following criteria:

- * Nominated by their respective ministries or agencies

- * Below 38 years old
- * Four or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

The application form and guidelines for application can be viewed and downloaded from <http://cas.idfr.gov.my>.

Application Deadline

9 February 2018

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): Diplomatic Training Course for International Participants 2018

April 2018

Overview

Diplomacy is an ongoing process of states promoting goodwill in furtherance of safeguarding the country's state policies, national security and interests. To accomplish the process, it requires diplomatic agents to engage with various state or non-state entities through communications, dialogues and negotiations.

In the 21st century, diplomacy is becoming more intricate and multifaceted. Given the complexity and interconnectedness due to globalization today, the nature of diplomacy has shifted into a new direction and poses new challenges for diplomatic actors. The role of diplomats, therefore, has become more significant and diverse. These officials are demanded to master professional negotiation techniques and develop sharp critical thinking skills at the same time. Hence, it is critical for young diplomats to grasp essential insight into the craft of diplomacy and their effective application, and to keep abreast of current international issues and trends.

The course aims to enhance the participants' diplomatic knowledge and skills in the conduct of diplomatic and foreign relations as well as to improve the participants' professionalism and effectiveness in their performance of duties as diplomatic officers at home and abroad.

Course Content

- * Practices in Diplomacy
- * Multilateral Diplomacy
- * Cultural Diplomacy
- * Language and Diplomacy
- * Economic Diplomacy
- * Public Diplomacy
- * Cross-Cultural Communication
- * International Negotiations
- * Futures Studies/Scenario Planning
- * Media Relations and Skills

- * Issues on Counter Terrorism
- * Regional Security Issues and Challenges
- * Country Paper Presentation

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. They must fulfill the following criteria:

- * Nominated by their respective Ministries of Foreign Affairs
- * Below 35 years old
- * Two or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

February 2018

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): Crisis Management Course for International Participants 2018

July 2018

Overview

Crises can occur anytime and anywhere around the world causing casualties and property losses. Good crisis management can make a big difference to whether an exodus is efficient or becomes a major catastrophe. To survive against all odds, diplomats and civil servants must be able to forecast and manage crises well and in a timely manner – an increasingly important aspect of diplomacy today.

The course aims to enhance the participants' knowledge and skills in the various techniques and approaches in managing crises both at the national and international level.

Course Content

- * Theory and Concept of Crisis Management
- * Strategic Thinking in Crisis Situations
- * Negotiation in a Crisis Situation
- * Media Response in Crisis Management
- * International Instruments in Crisis Management
- * Managing Change after Crisis
- * Economic and Global Crisis
- * Leadership during Crisis
- * Management of Natural Disaster
- * Climate Change Crisis
- * Strategic Planning and Future Studies
- * Counter Terrorism
- * Intelligence and National Security
- * Country Report Presentation

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. They must

fulfill the following criteria:

- * Nominated by their respective Ministries of Foreign Affairs
- * Below 35 years old
- * Two or more years of working experience in international affairs/relations or international trade.
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

May 2018

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Malaysian Technical Cooperation Programme (MTCP): Strategic Analysis Course for International Participants 2018

August 2018

Overview

Strategic analysis is a vital tool for ensuring long-run success, be it in the economic, political, social or diplomatic fields. The study of strategy and strategic management has always been critical. It allows a glimpse into all the possibilities and forces at play, invoking one to evaluate the costs and risks resulting from the decisions made, and dissect the consequences of those of the adversaries, allies and others.

With global politics and economic uncertainties continuing to abound and dominate the international arena, it is crucial for states to pursue comprehensive approach in dealing with these issues. Employing the blending of critical thinking and innovative approaches will greatly assist states to realise their policy and strategic goals. State actors must, therefore, be equipped with those knowledge, techniques and methods.

The course aims to enhance the participants' knowledge on strategic thinking and security analysis in today's world as well as to expose them to the changing political, security and strategic global environment.

Course Content

- * Introduction to Strategic Analysis
- * Balancing, Bandwagoning and Hedging
- * Discourse of Strategy
- * Innovation and Strategic Thinking
- * Traditional Security/Non-Traditional Security
- * Strategic Media Communication
- * Strategic Positioning for Effective Media Relations
- * International Negotiations: Analytical Tools and Technique
- * Strategic Planning and Future Studies
- * Intelligence and National Security
- * Countering the Terrorist Narrative
- * Country Risk Analysis

- * Strategic Issues and Challenges on Human Rights
- * Country Paper Presentation

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. They must fulfill the following criteria:

- * Nominated by their respective Ministries of Foreign Affairs
- * Below 35 years old
- * Two or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups.

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

June 2018

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): Economic Diplomacy for International Participants 2018

October 2018

Overview

Given the complexity due to the globalisation of the world economy today, the role of diplomats therefore has become more significant and diverse; demanding them to have a strong negotiating skills and a business sense at the same time; convincing foreign investors; knowing how to balance the national economic interest and international trade opportunities; all in the spirit of advancing best national economic interests.

Course Content

- * Introduction to Economic Diplomacy
- * Scenario Planning and Future Studies
- * Economic Diplomacy: The Malaysian Experience
- * Bilateral and Multilateral Trade Agreement and Process
- * Regional Integration: ASEAN Economic Community (AEC)
- * Role and Functions of International Financial and Economic Organisations
- * International Economics Negotiations
- * Cross-Cultural Negotiations
- * International Investment Policy
- * Role of the Private Sector in Economic Diplomacy
- * Economic Report Analysis

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy, international relations, trade and finance. They must fulfill the following criteria:

- * Nominated by their respective Ministries of Foreign Affairs/Trade/ Finance
- * Below 38 years of age
- * Three or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree

- * Proficient in the English Language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

August 2018

Contact Person

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IDFR Lecture Series

February and July 2018

Overview

This lecture series provides a platform for eminent persons, royalties, distinguished individuals, senior government officers, business people, diplomats and personalities including academicians, scholars and policy makers to share their views on topical, current and relevant issues happening around the world. The lecture series provides an opportunity for the distinguished speakers to share their opinions and views and this could be beneficial for the participants in their respective areas of work. These events, which are organised by IDFR on its own or in collaboration with other institutions, will certainly enlighten the audience by keeping them abreast with the latest issues.

Among the notable speakers under this series were His Royal Highness Sultan Nazrin Muizzuddin Shah, the Sultan of Perak; Professor Timothy J. Colton, Professor of Government and Russian Studies, Harvard University; Dato' Seri Ramlan Ibrahim, Secretary General of the Ministry of Foreign Affairs, Malaysia; Professor Dr. Vivian Forbes, Distinguished Fellow and Guest Professor with the China Institute for Boundaries and Ocean Studies; and Her Excellency Ambassador Jane Duke, Australian Ambassador to ASEAN, Jakarta, just to name a few.

Contact Person

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Economic Diplomacy Series

April and October 2018

Overview

A collaboration between IDFR, the World Trade Institute, University of Bern, Switzerland and Universiti Kebangsaan Malaysia, this series provide discourse on economic, trade,

investments issues and developments related to economic diplomacy.

A notable and distinguished speaker under this economic diplomacy series for 2017 was Dr. Christian Haberli, Fellow, World Trade Institute, University of Bern, and IDFR's Visiting Fellow. He was one of the Trading Consultants for Switzerland in GATT and WTO for Uruguay and Doha rounds from 1986 to 2007. He was also the Chairman of WTO Committee on Agriculture (Regular Session, 2005 to 2007) and WTO Panel Members since 1996 in five cases of dispute resolution: EC-Bananas III, Japan- Apples, EC-Biotech (GMO), China-Trading Rights and America-Country of Origin Labeling.

During his visit, he shared his expertise with IDFR's officers on how to conduct training in the fields of Economic Diplomacy and International Consultancy. He also conducted several discourses; a roundtable discussion on *The Latest in Trade Facilitation Agreement of the World Trade Organisation* at the Malaysia Productivity Corporation; a roundtable on *Trade and Climate Change* at the Institute for Environment and Development, Universiti Kebangsaan Malaysia; and Economic Diplomacy Forum on *International Negotiation Techniques; Recent Trend and Negotiations for Global Trade, and a lecture on Negotiation Issues on Food Labels (Malaysia): Case on Hala*, all at IDFR. These discourses involved officials from, among others, Ministry of International Trade and Industry, Malaysia External Trade Development Corporation, Ministry of Health, and think-tanks.

Contact Person

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Ambassador Lecture Series

May 2018

Overview

This lecture series involves foreign ambassadors serving in Malaysia. The series focuses on events, developments or topical issues that are taking place in the serving ambassadors' countries which could have a direct or an indirect impact not only to the country but also

to the region as well as globally. Previous titles under the series include *Turkey and the New International Dis(order)* by Her Excellency Basak Turkoglu of Turkey and *Bosnia and Herzegovina and European and Euro-Atlantic Integration* by His Excellency Emir Hadzikadunic of Bosnia and Herzegovina.

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ASEAN Ambassador Lecture Series

September 2018

Overview

This lecture series focuses on issues and developments in ASEAN and bilateral issues among ASEAN Member States, and also underlines current and ongoing efforts for regional connectivity between ASEAN Member States and other countries. Previous titles under the series include *Vietnam's Economic Security* by His Excellency Pham Cao Phong of Vietnam.

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Centre for Leadership, Negotiation and Public Diplomacy

▲ Centre for Leadership, Negotiation and Public Diplomacy

Current global development and digital advancement present new challenges to the international diplomatic practices and to diplomats around the world. The advancement in digital media has influenced the trends in foreign affairs and modern-day diplomacy. State and non-state actors are increasingly relying on social media to influence support in promoting their interests. These scenarios call for an immediate attention towards the need for diplomats to enhance their diplomatic skill sets that include new skills in leadership, negotiation and public diplomacy.

IDFR's Centre for Leadership, Negotiation and Public Diplomacy was established with the aim to provide innovative training modules in the areas of leadership, negotiation and public diplomacy for Malaysian diplomats and attachés. It also aims to improve and strengthen their competencies in the important skills of leadership, negotiation and public diplomacy.

For 2018, the Centre will organise courses, seminars and workshops on varied subjects related to its three core pillars. High quality training methodology and learning modules will be emphasised to ensure the desired improvement in the participants' skills and knowledge.

The Centre will also work towards initiating collaboration with respected Malaysian and international training institutes, to develop new practical and training projects in relation to international leadership, negotiation and public diplomacy.





Pre-Posting Orientation Course for Home-Based Staff and Spouses under *Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)*

Series 1: Grade 41 and Above

5-14 February 2018

Series 2: Grade 38 and Below

7-11 May 2018

Series 3: Grade 41 and Above

10-19 July 2018

Series 4: Grade 38 and Below

24-28 September 2018

Overview

This mandatory course is designed to provide exposure and introduce the participants to the work at Malaysian diplomatic Missions. It aims to enhance their skills in international diplomatic practices; necessary interpersonal, managerial and social skills prior to their assignments abroad. It is to ensure that officials and their spouses are well acquainted with their roles, functions and responsibilities as representatives of the Malaysian Government. These aspects are shared by officers who have served abroad and speakers from various organisations through interactive lectures, group discussions and simulations exercises. It is hoped that at the end of the course, the participants will acquire a new leadership repertoire and sets of skills that will be beneficial to them in their future roles at Malaysian diplomatic Missions.

Content

- * Malaysia's Foreign Policy and Public Diplomacy
- * Promotion of Malaysia's Interests Abroad
- * International Diplomatic Practices
- * Policies and Circulars Related to Working at Malaysian diplomatic Mission
- * Office Administration and Management
- * Conversational Skills and Cross-Cultural Communication
- * Grooming, Social Etiquette and Protocol
- * Issues related to Ethics and Integrity

Who Should Attend

This mandatory course is offered to Malaysian civil servants and their spouses nominated by the relevant Ministries/Government Agencies/Departments under the Government's Guideline on Sistem Pentadbiran Kerajaan Malaysia di Luar Negara or SPKM.

How to Apply

All applications must be made through participants' Ministries/Government Agencies/Departments using IDFR'S Online Course Application System, which can be accessed at <http://cas.idfr.gov.my>.

Application Deadline

Series 1: Grade 41 and Above

26 January 2018

Series 2: Grade 38 and Below

27 April 2018

Series 3: Grade 41 and Above

29 June 2018

Series 4: Grade 38 and Below

14 September 2018

Contact Person

Ms. Siti Farsha Murni Izami

Assistant Director

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Public Diplomacy and Media Skills Workshop

27 February-1 March 2018

Overview

The rapid advancement of information and communication technology has greatly influenced the trends in modern-day international relations. While diplomacy in the past focused mainly on interaction between states at the bilateral and multilateral levels, diplomacy of today is increasingly involving around the interaction with non-state actors through the use of digital and social media. In connection to this, effective public diplomacy activities and media skills are considered a requirement to enable effective promotion and better understanding of Malaysia's foreign policy and Malaysia's interests both regionally and internationally.

Content

- * An Overview of Public Diplomacy
- * Cross-Cultural Understanding and its Implication on Public Diplomacy
- * The Role of Media in Public Diplomacy
- * Public Diplomacy During Crisis Situation
- * Effective Media Relations
- * Handling Difficult Questions from the Media
- * Television and Radio Interview, and Mock Press Conference

Who Should Attend

Mid-career and senior officials of any Ministries and Government Agencies whose nature of work involves media and public diplomacy

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

15 February 2018

Contact Person

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Leadership Course for Diplomats and Attachés

Series I

10-12 April 2018

Series 2

16-18 October 2018

Overview

In today's diplomatic arena, challenges arise at any time, and to be effective, diplomats need to act as leaders in order to respond to these challenges strategically and effectively. Scholars have argued as to whether leaders are made or born. However, both theories have a distinct appreciation that leaders are born or made in their environment, by their closest influencers and by the challenges thrust upon them. This course is designed for Malaysian diplomats and attachés from the relevant Ministries and Agencies through a selection process by IDFR.

Content

- * Leadership Theories: Identifying and Developing Personal Leadership
- * Introduction to Conceptual Leaders in Foreign Service and Civil Service
- * Leadership Tools and Techniques in Decision Making, Mentoring and Coaching
- * Leadership and Transformational Change
- * Strategic Leadership
- * Sharing of Experience Session with Eminent Persons in Leadership Roles

Who Should Attend

Officials at Ministries/Government Agencies with 7 to 15 years' experience in any international leadership role and whose nature of work involves international relations and diplomacy.

How to Apply

All applications must be made through participants' Ministries/Government Agencies/ Departments using IDFR'S Online Course Application System, which can be accessed at <http://cas.idfr.gov.my>.

Application Deadline

Series I

29 March 2018

Series 2

5 October 2018

Contact Person

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International Negotiation Workshop

Series I-Fundamental

(24-26 April 2018)

Series 2-Intermediate

(26-28 June 2018)

Series 3-Advance

(7-9 August 2018)

Overview

Negotiation is an important part of effective diplomacy and international diplomatic practices. It is a process that facilitates states getting involved to find solutions and it is an increasingly important skill for civil servants to possess in order to stay ahead of the challenges in the international relations' fora.

Content

- * How Negotiations Work
- * Dealing with Complexities
- * Conflict Handling Mode
- * Coming to Consensus
- * Simulations Exercises
- * Debriefing Simulations
- * Multilateral Negotiations

Who Should Attend

Mid-career and senior officials of any Ministries and Government Agencies whose nature of work involves international negotiations.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

Series I - Fundamental

13 April 2018

Series 2 - Intermediate

13 June 2018

Series 3 - Advance

27 July 2018

Contact Person

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Research Officer

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**Centre for Languages and
Cultural Diplomacy**

Centre for Languages and Cultural Diplomacy

The focus of the Centre for Languages and Cultural Diplomacy is two-fold: Languages and Cultural Diplomacy. This focus, in the context of diplomacy and foreign relations, is to foster good communication skills and an understanding of cross-cultural elements, geared towards moderation and tolerance.

The Centre offers language courses aimed at enhancing language competencies and skills in the English language and four Foreign languages; Arabic, Spanish, French and Mandarin. A Conversational Malay language course is also offered to foreign diplomats based in Kuala Lumpur. The aspect of culture is embedded into the languages taught because learning a language is also about learning how to act in another culture, and how to learn about a new community from the inside.

Cultural diplomacy is a new subject-matter focus, and its features and facets are covered through workshops, lecture series, and round table and panel discussions. The depth and knowledge into the subject is further strengthened by research projects, and through these efforts, IDFR and the Centre aspire to contribute significantly into the intertwining area of culture and diplomacy. The first step the Centre has taken in the area of cultural diplomacy was to focus the subject matter within ASEAN, and how it fits into the overall depiction of modern diplomacy.

The establishment of the Centre is rooted in its primary objective: helping the participants succeed in the global community.





English Language

Say it Right: A Course on Pronunciation 1/2018

6-8 February 2018

Say it Right: A Course on Pronunciation 2/2018

4-6 September 2018

Overview

Pronunciation matters and in oral communication, rightly or wrongly, the way you speak is one of the first things people notice about you. People will judge your background, education and social standing just by the way you speak. In speaking, miscomprehension and a breakdown in communication can occur and the contributory factor is often connected to how we speak. Listening and understanding are also important. If you do not know how different words are pronounced, you will struggle to improve your understanding.

Good pronunciation does not mean that we have to speak like native speakers of English. More importantly, learning to correctly pronounce the language does not mean getting rid of your accent, but simply smoothing out some rough edges, to enable people to understand you better. Successful speaking also involves enunciation and elocution. Thus, correct pronunciation, and use of stress in words, sentences and intonation will be the main thrust of this course.

Polishing the way you speak can help in countless ways, not least of all, by developing your confidence and fluency, and generally make you sound intelligent and refined. An interactive methodology with a variety of awareness-raising activities, practical sessions and simulations will be adopted.

Content

- * The English Sound System
- * Stress, Beat and Tune of English
- * Pronunciation of Awkward Words
- * Speaking in Contexts
- * Natural Speech

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

Say it Right: A Course on Pronunciation 1/2018

12 January 2018

Say it Right: A Course on Pronunciation 2/2018

3 August 2018

Contact Person

Ms. Wan Faizah Wan Yusoff

Principal Assistant Director

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Presentation Skills for the Workplace

5-8 March 2018

Overview

Presentation is having the skills and the art of speaking publicly that can have an impact on the audience. It is a one-to-group communication in delivering a message that can convince, persuade, inspire or convey information to audience in various contexts.

As English is a global language of business, politics, international relations, culture and entertainment, this four-day programme will develop your linguistics skills to help you overcome your fear and be better prepared to make oral presentations. You will enhance valuable 'soft skills' focusing on verbal and non-verbal strategies to present your opinion, make recommendation and develop practical workplace skills in giving presentations. In today's world, understanding this key professional issues and having the language to work with them effectively would be a distinct advantage.

You will be guided through the preparation and delivery of the text. You are engaged through individual speaking exercises, and feedback on your presentation will be given by your peers and facilitators.

Content

- * The Appropriate Language
- * Effective Use of Voice
- * Verbal and Non-Verbal Communication
- * Speech Anxiety
- * Handling Question and Answer Sessions
- * Presentations

Who Should Attend

This course is offered to officers, grade 41 and above from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at **<http://cas.idfr.gov.my>**

Application Deadline

Presentation Skills for the Workplace

2 February 2018

Contact Person

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Building Blocks of Good English

23-27 April 2018

Overview

Fluency, accuracy and mastery of a wide range of vocabulary and knowledge of the grammatical and linguistics aspects of a language are important to enable you to communicate more effectively whether you are studying, working or socialising.

This five-day course will touch on aspects of English grammar and the language skills necessary to be competent users of the language. The course will provide you with essential grounding in key linguistics concepts that are important to improve your everyday English language skills and to enable you to communicate effectively with a variety of people in a number of different contexts.

An interactive and integrated approach will be adopted to improve your linguistics skills. The course is task-based, which means it will promote the active production of the English language through class participation and plenty of interaction between you and your fellow participants.

Content

- * Error Analysis
- * Fundamentals of English Grammar
- * Common Errors
- * Language Skills

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

23 March 2018

Contact Person

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Effective Writing Skills 1/2018

25-28 June 2018

Effective Writing Skills 2/2018

29 October-1 November 2018

Overview

This writing skills course will look into the importance of writing from diverse contexts: from the basic to that of professional writing. In mastering a language, your ability to draft, edit, and write a well-structured written piece illustrates your competency in using the language. This course is designed to bring together grammar and elements of how the English language is structured, to raise your awareness on the fundamentals of the language and as a means to enhance your ability to write effectively. The focus here is on relevance and appropriateness, and to practise your written English skills and develop a practical understanding of both informal and formal writing styles.

In the fast-paced, information driven world of today, by gaining efficient writing skills, you will become a motivated and confident user of English; one of the keys to success in a global community.

Throughout the course, the skill for the craft of writing will be imparted via interactive lectures, in-group discussions and presentations. The aim is to boost your written English skills and develop confidence to write to different audiences, using appropriate language and style.

Content

- * The Fundamentals of Grammar for Writing
- * Sentence Structures
- * Organisation of Ideas
- * Paragraph Structuring
- * Proofreading, Reviewing and Editing
- * Error Analysis

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

Effective Writing Skills 1/2018

17 May 2018

Effective Writing Skills 2/2018

7 September 2018

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): English Language Course for Diplomacy 2018

1-16 August 2018

Overview

English has become a significant language to bridge the gap between countries and is one of the lingua-franca of the diplomatic world. As global communication expands throughout the world, the English language has become the common endeavour in all aspects of life, and this is consolidated by its dominance as the language of the Internet where 80 per cent of the world's information is electronically stored in English.

The objectives of the course are to further improve the participants' proficiency in the use of English, specifically in diplomacy and international relations, and to enhance their general English language proficiency in the four skill areas of listening, speaking, reading and writing.

An interactive methodology with a variety of awareness-raising activities, practical sessions, simulations, visits, and briefings will be adopted. A balanced approach of training and learning will be applied. This course is conducted in English.

Content

- * Listening/Speaking Skills: Pronunciation
- * Presentation Skills and Public Speaking
- * Speech Drafting
- * Using English for Results in Diplomacy
- * Language and Diplomacy
- * Language and Media
- * Language and Negotiation
- * Language and Leadership in Diplomacy
- * Country Paper Presentation

Who Should Attend

This course is offered to junior to mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. The interested participants must also fulfil the following criteria:

- * Nominated by their Government
- * Have a basic university degree
- * Below 35 years old
- * Three years or more of working experience
- * Proficient in the English language at the intermediate level
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

30 May 2018

Contact Person

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▲ Arabic Language

Arabic Level II

20 February-3 May 2018

Overview

The Arabic language is widely spoken all over the world and is also one of the United Nations' official languages. In Malaysia, the Arabic language is taught in most institutions of higher learning, besides English, Spanish, French and Mandarin.

The objective of the course is to equip the participants with the ability to differentiate and pronounce Arabic words, and read and understand basic sentences for daily needs. The participants are also exposed to the syntax of the language to facilitate the participants understanding of Arabic texts. The emphasis given in Level II is more towards the aspects of morphology, syntax and translation. In mastering the language, it will help towards a better understanding of the Arab people and their culture. Knowledge of the language can also instil a better understanding of the Islamic religion through the reading of Al-Quran and Sunnah.

The participants will learn through classroom activities using textbooks and audio-visual materials, group interactions and practice sessions.

Content

- * Pronunciation
- * Arabic Grammar in Speech and Reading
- * Basic Conversation Using Standard Arabic Language (*Fusha*)
- * Reading of Simple Texts
- * Translation of Simple Texts and Informal Correspondence
- * Discussion on Arab Culture and Customs

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at **<http://cas.idfr.gov.my>**

Application Deadline

11 February 2018

Contact Person

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Arabic Level I

4 September-21 November 2018

Overview

The Arabic language is widely spoken all over the world and is also one of the United Nations' official languages. In Malaysia, the Arabic language is taught in most institutions of higher learning, besides English, Spanish, French and Mandarin.

The objective of the Arabic Level I course is to equip the participants with the required language skills of listening and speaking, to enable them to communicate in everyday situations. The aspects of the Arab culture are taught covertly through the learning and teaching process, to instil the interest and desire to learn the language among the participants. In mastering the language, it will help towards a better understanding of the Arab people and their culture. Knowledge of the language can also instil a better understanding of the Islamic religion through the reading of Al-Quran and Sunnah.

Content

- * Pronunciation
- * Greetings
- * Speech Expressions
- * Talking about Accommodations
- * Talking about Transportations
- * Introduction to Arab Culture and Customs

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

31 July 2018

Contact Person

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Arabic Level III

6 September-15 November 2018

Overview

The Arabic language is widely spoken all over the world and is also one of the United Nations' official languages. In Malaysia, the Arabic language is taught in most institutions of higher learning, besides English, Spanish, French and Mandarin.

The Arabic Level III course aims to equip the participants with the skills to communicate in a social context, participate in informal conversations and cope with practical situations, both orally and in writing. Interactive and integrated classroom activities are used to cover the structure, grammar and writing conventions of the language. In mastering the language, it will help towards a better understanding of the Arab people and their culture. Knowledge of the language can also instil a better understanding of the Islamic religion through the reading of Al-Quran and Sunnah.

Content

- * Explain Projects Using Correct Vocabulary
- * Understanding a Simple Article
- * Describing Past Situations and Events
- * Writing a Formal and an Informal Letter
- * Mastering the Arabic Grammar

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

3 August 2018

Contact Person

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Spanish Language

Spanish Level I

5 February-16 April 2018

Overview

Learning a foreign language actually helps keep our memory sharp – as we grow older, our memory begins to fade. An article published by the American Association of Retired People states that, “Mastering activities you have not done before, such as playing the piano or learning a foreign language, stimulates neuron activity.”

Why Spanish? Spanish is important because more than 400 million people speak the language worldwide and it is one of the most commonly spoken languages in the world, after Mandarin, English and Hindi. Undoubtedly, at some point in your life, you are going to find that knowing Spanish is extremely valuable.

Content

- * Formal and Informal Greeting
- * Introduce One Self and Reply to the Introduction.
- * Request Confirmation and Confirm Previous Information
- * Asking for Clarifications and Repetitions
- * Asking and Giving Personal Information
- * Talking about Professions at the Workplace and Daily Routines
- * Expressing Feelings, Possessions and Belongings

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR’s Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

19 January 2018

Contact Person

Mr. Agustin Gutierrez C. Abdullah

Spanish Language Officer

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Spanish Level II

6 February-17 April 2018

Spanish Level II

2 July-17 September 2018

Overview

Learning a foreign language actually helps keep our memory sharp – as we grow older, our memory begins to fade. An article published by the American Association of Retired People states that, "Mastering activities you have not done before, such as playing the piano or learning a foreign language, stimulates neuron activity."

Why Spanish? Spanish is important because more than 400 million people speak the language worldwide and it is one of the most commonly spoken languages in the world, after Mandarin, English and Hindi. Undoubtedly, at some point in your life, you are going to find that knowing Spanish is extremely valuable.

Content

- * Talking about the Existence of Something or Someone
- * Giving and Asking for Spatial Information
- * Asking for Location of Things and People
- * Asking and Enquiring about Personal Relationships
- * Asking and Giving personal details
- * Expressing Possessions, Necessities, Desires and Preferences
- * Describing People
- * Expressing Thanks and Replying to it
- * Asking and Giving Instructions to Transport Things using Transportation

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

Spanish Level II (February)

19 January 2018

Spanish Level II (July)

16 May 2018

Contact Person

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Spanish Language Officer

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Spanish Level IX

9 February-5 October 2018

Overview

Learning a foreign language actually helps keep our memory sharp – as we grow older, our memory begins to fade. An article published by the American Association of Retired People states that, “Mastering activities you have not done before, such as playing the piano or learning a foreign language, stimulates neuron activity.”

Why Spanish? Spanish is important because more than 400 million people speak the language worldwide and it is one of the most commonly spoken languages in the world, after Mandarin, English and Hindi. Undoubtedly, at some point in your life, you are going to find that knowing Spanish is extremely valuable.

Content

- * Narrating and Describing Anecdotes about the Past in Spoken and Written Language
- * Talking about Expectations on the Spanish Language
- * Expressing Opinions
- * Showing Agreement, Partial Agreement, Disagreement and Scepticism
- * Stating the Position For or Against an Issue
- * Giving Advice and Recommendations
- * Writing an Opinion and an Advertisement for a Forum and Website
- * Describing Objects, Places and People
- * Expressing Positive and Negative Feelings
- * Lodging a Complaint on a Digital Platform
- * Expressing Happiness, Sadness, Envy and Fear

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR’s Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

19 January 2018

Contact Person

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Spanish Level III

3 July-18 September 2018

Spanish Level III

1 October-17 December 2018

Overview

Learning a foreign language actually helps keep our memory sharp – as we grow older, our memory begins to fade. An article published by the American Association of Retired People states that, “Mastering activities you have not done before, such as playing the piano or learning a foreign language, stimulates neuron activity.”

Why Spanish? Spanish is important because more than 400 million people speak the language worldwide and it is one of the most commonly spoken languages in the world, after Mandarin, English and Hindi. Undoubtedly, at some point in your life, you are going to find that knowing Spanish is extremely valuable.

Content

- * Describing Actions and Daily Activities
- * Asking and Giving the Time
- * Talking about Itineraries
- * Expressing Quantities
- * Speaking on Frequency of Actions
- * Asking and Stating Likes and Preferences
- * Talking about Pain and Discomfort
- * Proposing, Accepting and Rejecting a Plan
- * Making an Appointment
- * Talking about Ongoing Activities
- * Talking about Plans and Intentions
- * Explaining How Things are Done
- * Ordering Something in a Bar
- * Giving Advice

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

Spanish Level III (July)

31 May 2018

Spanish Level III (October)

14 September 2018

Contact Person

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Spanish Language Officer

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Spanish Level IV

2 October-13 December 2018

Overview

Learning a foreign language actually helps keep our memory sharp – as we grow older, our memory begins to fade. An article published by the American Association of Retired People states that, "Mastering activities you have not done before, such as playing the piano or learning a foreign language, stimulates neuron activity."

Why Spanish? Spanish is important because more than 400 million people speak the language worldwide and it is one of the most commonly spoken languages in the world, after Mandarin, English and Hindi. Undoubtedly, at some point in your life, you are going to find that knowing Spanish is extremely valuable.

Content

- * Giving and Asking for Opinions
- * Expressing Agreements and Disagreements
- * Giving instructions
- * Forming Negative Sentences
- * Talking about Actions from the Past that End in the Present
- * Talking about Habitual Actions in Comparison to Actions from the Past that End in the Present
- * Talking about the Realisation or Not of Planned Actions
- * Talking about the Weather
- * Narrating Actions in the Past Tense
- * Describing Places Geographically

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

14 September 2018

Contact Person

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Malay Language

Fundamental Conversational Malay

6 February-17 April 2018

Overview

This course is a basic introduction to the Malay language for foreigners working in Malaysia. The classes focus on basic Malay language vocabulary, contextual spoken language, and composing simple sentences, expressions, and responses. The participants are also exposed to common errors in using the language.

Content

- * Greetings
- * Nouns: Places, Food, People, Professions, Country, Time, Day, Month, Signages, Hobbies and Interests
- * Pronouns: References
- * Adjectives: Numbers, Colours, Possession
- * Adverbs: Amplifiers
- * Paragraph Writing
- * Language Functions: Congratulating, Criticising, Giving Opinions and Feedback, Asking and Responding to Questions
- * Politeness in the Malay Language

Who Should Attend

Members of the diplomatic corps who are residing in Kuala Lumpur, with zero to very minimal exposure to the Malay language.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

10 January 2018

Contact Person

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Principal Assistant Director
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Fundamental Writing in the Malay Language

19 June-6 September 2018

Overview

The fundamental writing course covers areas related to written correspondence in the Malay language. The focus is on both formal and informal writing: for instance writing official letters, emails, memos, minutes of meeting, proposal papers and reports. The course participants are exposed to the nuances of the language and elements of courtesy and politeness in the written language. Additionally, the classes also touch on common errors, grammar and sentence structure of the language.

Content

- * Common Errors in the Use of the Malay Language
- * Politeness and Courtesy in Malay Language Writing
- * Writing Official letters, Memos, Emails, Minutes of Meeting, Proposal Papers and Reports
- * Culture and Tradition

Who Should Attend

Malaysian government officers who would like to polish their writing skills, and members of the diplomatic corps who are residing in Kuala Lumpur with adequate exposure to the Malay language.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

10 May 2018

Contact Person

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Intermediate to Advanced Level Malay Language

3 September-19 November 2018

Overview

The Malay language has been used since the time of the Malacca Sultanate. At that time, the language was the lingua franca and widely used in trade and daily life. The earlier part of this course explores the history of the language and how it has evolved through time. This course focuses on the four main skills in language learning, namely, reading, writing, listening and speaking. Additionally, more complicated aspects of style, structure and conventions of the language are taught to the course participants.

Content

- * History and Development of the Malay Language
- * Aspects and Functions
- * Grammar, Structure and Conventions of the Malay Language
- * Contextual Writing and Speaking Skills
- * Variations in the Malay Language

Who Should Attend

Malaysian government officers who would like to enhance their written and spoken skills, and members of the diplomatic corps who are residing in Kuala Lumpur with intermediate to advanced proficiency of the Malay language.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

25 August 2018

Contact Person

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▲ Cultural Diplomacy

Workshop on Intercultural Communication and Diplomacy

17-19 July 2018

Overview

Intercultural communication is a discipline that studies and practises communication across different cultures, or how culture affects communication. It is used to describe the wide range of communication processes within an organisation or social context made up of individuals from different religious, social, ethnic and educational backgrounds. Intercultural communication is sometimes used synonymously with cross-cultural communication.

Cultural diplomacy is defined as one of the many tools of public diplomacy and soft power that includes the "exchange of ideas, information, art and other aspects of culture among nations and their peoples in order to foster mutual understanding". Understanding and appreciating intercultural diversity have positive implications to individuals as they ease communication, build confidence and trust, and break down barriers.

This workshop is suited for those who are going to live or work in a new country. It focuses on a practical approach to communication from an intercultural perspective and enhances the participants' intercultural awareness and skills. This will enable them to assimilate better into their new environment and surrounding. Issues, challenges and ways in managing cross-cultural differences are presented through interactive lectures, role plays and simulation exercises.

Content

- * Understanding the Elements of Culture and Managing Diversity
- * Soft Power and Hard Power
- * Cultural Diplomacy as a Means of Soft Power
- * High and Low Context Cultures
- * Culture and Communication – Verbal and Non-Verbal
- * Cultural Shock and Cultural Sensitivities
- * Definition of Religion and Culture

- * The Concept of Regional Security Culture
- * The Effects of Culture on Bilateral Relations
- * Lecture Series with Heads of Mission
- * Intercultural Perception and Intercultural Explanation Model
- * Impact of Culture on Social Interaction, Meetings, Discussions and Negotiations
- * Cross-Cultural Misunderstandings, Issues and Challenges

Who Should Attend

Malaysian government officers at grade 41 and above.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

10 July 2018

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): Intercultural Awareness and Diplomacy Course 2018

19 September-4 October 2018

Overview

Culture, in today's perspective, plays a crucial role in building strong connection between one individual to another, using language as a medium of communication. In a broader sense, the term culture refers to a shared attribute of attitudes, values, goals and practices within societies, organisations and institutions. It can be defined as a powerful tool to link an individual with one community through sharing one or more conceptual thought applicable in every aspect of life such as in the working environment, family institution, education, corporate world and also in the diplomatic context. In the diplomatic world, culture can be a tool towards the sharing and exchanging of values and ideas between countries through global intercultural dialogues; to withstand adverse conditions on issues of injustice, to uphold towards a better global peace and stability. A country with a robust diplomatic construction is a nation that appreciates the role of culture in moulding it as a whole entity.

The objectives of the module are to raise the participants' awareness on diversity, both multi-racial and multi-ethnic, and becoming aware of one's cultural values, beliefs and perceptions, and the processes of communication across cultures and between different cultural groups. The focus of the course is to instil awareness in the participants on the importance of language, culture and international relations, with emphasis on culture in the diplomatic context. An integrated teaching and learning methodology will be adopted. The participants learn through lectures, discussions, practical exercises and group activities.

Content

- * Introduction to Cross-Cultural Awareness
- * Scope and Impact: Working Internationally
- * Cultural Dimensions
- * Elements of Communication
- * Culture and Effects on Communication
- * Cross-Cultural Competence – Towards Cultural Literacy
- * Culture and Media
- * Country Paper Presentation

Who Should Attend

This course is offered to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. The interested participants must fulfil the following criteria:

- * Nominated by their Government
- * Below 35 years old
- * Three or more years' working experience
- * Have a basic university degree
- * Proficient in the English language at the intermediate level
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded from <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

14 June 2018

Contact Person

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Cultural Diplomacy Lecture Series 1/2018

28 March 2018

Cultural Diplomacy Lecture Series 2/2018

16 October 2018

Overview

The inauguration of this lecture series began in 2016 with distinguished speakers such as Tan Sri Dato' Seri Dr. Rais Yatim, Advisor to the Government of Malaysia on Socio-Cultural Issues; and Dr. Farish A. Noor, Associate Professor at the S. Rajaratnam School of International Studies, Nanyang Technological University. In 2017, Dr. Muhamad Salah, Professor from University of Al-Azhar, Egypt, Shariah Academy and London College, and Dato' Seri Mohamed Nazri Tan Sri Abdul Aziz, Minister for Tourism and Culture were among the speakers.

The modern cultural diplomacy has become more interrelated, where most countries recognise the significance of soft power and the importance of cultural diplomacy. Cultural diplomacy is used as a tool and an option to deal with the complexity of international relations by engaging culture as the basis of soft power. This lecture series focuses on instilling awareness and boosting understanding on how cultural diplomacy can promote peace, stability and prosperity regionally and globally. It also aims to develop the practices offered by cultural diplomacy internationally.

This lecture series brings together Malaysian government officials, foreign mission representatives, policy makers and analysts, academicians, non-governmental organisations, private sectors and other interest groups to a session of exchanging ideas with guest speakers who are experts in cultural diplomacy. Participation is by invitation only.

Contact Person

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**Centre for Competency
Enhancement**

▲ Centre for Competency Enhancement

The Centre for Competency Enhancement was established by virtue of the Institute's Transformation Plan to organise IDFR's flagship courses. Courses under the purview of this Centre include the Master of Social Science in Strategy and Diplomacy, a collaboration with Universiti Kebangsaan Malaysia; the Diploma in Diplomacy, an in-house training course for junior Ministry of Foreign Affairs' officers; and other short-term courses organised from time to time. To enhance in-house talent, the Centre is also responsible for planning and executing a special programme known as *Program Pemerkasaan Kompetensi dan Pembangunan Bakat Kakitangan IDFR*. This programme was initiated based on the current training needs analysis of IDFR's officers.





Master of Social Science in Strategy and Diplomacy

3 September 2018-23 August 2019

Course Overview

This programme aims to provide a comprehensive understanding of the core issues related to the theory and practice of strategy and diplomacy. It prepares and equips students from diverse academic backgrounds with the ability to explore the nexus between strategy and diplomacy within the context of the changing global environment. It focuses on the understanding of strategic and security issues, diplomacy, interstate relations, foreign policy, international political economics, international law, defence policy and regional issues. Learning will be through lectures, discussions, presentations, group work, seminars, assignments, examinations and a dissertation exercise.

Course Content

Core Subjects

- * Research Methodology in Strategy and Diplomacy
- * Contemporary Strategy
- * Diplomatic Theory and Practice
- * International Political Economy
- * International Security Issues
- * Comparative Defence and Foreign Policy; and
- * Asia-Pacific Strategic and Security Issues

Elective Subjects

- * Politics and Foreign Policy of Malaysia
- * International Law and Organisations; and
- * Seminar on Strategy and Diplomacy

Thesis

- * Dissertation Exercise (not more than 10,000 words)

Who Should Attend

Government officers whose tasks and functions are related to diplomacy and international

relations; students who have an interest in diplomacy and international relations studies and have completed a bachelor's degree; and any person who has an interest in strategy, diplomacy and international relations.

Prerequisite/Eligibility

Interested candidates must fulfil the following criteria:

For All Applicants

1. Completed Bachelor's Degree; and
2. Proficient in the English Language

For Malaysian Civil Servants

Serving officers from the Malaysian Public Sector must submit their applications through their respective departments and must have approval for study leave or a Government scholarship.

How to Apply

All applications must be made through the respective ministries/government agencies using IDFR's Online Course Application System at <http://cas.idfr.gov.my>

Application Deadline

31 May 2018

Contact Persons

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