

## Workshop information

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### Introduction

For the growth of any organisation, it is essential that employees understand the importance of maintaining good personal health and hygiene at all times. They should also know the importance of a professional appearance when dealing with customers and the way this enhances the image of the company. These concepts form the basis of this workshop.

### Unit standards

This workshop is based on unit standard 7800 *Maintain health, hygiene and a professional appearance*.

### Workshop content

During this workshop, the following topics are covered:

- What are life skills?
- Personal hygiene, my organisation and myself
- Dressing the part
- A healthy body hosts a healthy mind
- What is a professional appearance?
- Why should I look professional?
- Legislative and company procedures for dress codes

### Duration

One day

### TIDASA is...

- A training company committed to enabling and empowering individual learners to make positive contributions to their organisations
- A provider of both customised and generic training
- Dedicated to excellence in training and instructional design
- Provisionally accredited by Umalusi, Council for Quality Assurance in General and Further Education and Training (Provisional accreditation number: FET 00474 PA)

**For more information or to book your place contact Helga van Wyk on 012 682 8500 or email [info@tidasa.co.za](mailto:info@tidasa.co.za).**