

Report Writing and Feasibility Studies: Mastering Analysis

Special Workshops
Madrid (Spain)
14 - 18 Jul 2025

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Report Writing and Feasibility Studies: Mastering Analysis

Ref: 321687_143869 **Date:** 14 - 18 Jul 2025 **Location:** Madrid (Spain) **Fees:** 4400 **Euro**

Course Description

This intensive 5-day course combines the essential skills of report writing with the critical process of conducting feasibility studies. Participants will learn to craft clear, concise reports and perform thorough feasibility analyses for business proposals. The course covers structure, style, data analysis, and presentation techniques for both reports and feasibility studies.

Learning Objectives

- Master the principles of effective report writing for various business contexts
- Understand the components and process of conducting comprehensive feasibility studies
- Develop skills in data analysis, interpretation, and presentation for decision-making
- Learn to evaluate and communicate the viability of business proposals
- Enhance critical thinking and problem-solving abilities in business scenarios

Course Modules

Day 1: Foundations of Report Writing

- Types and purposes of business reports
- Structure and organization of reports
- Writing style and tone for professional reports
- Data visualization and presentation in reports

Day 2: Advanced Report Writing Techniques

- Analytical and persuasive report writing
- Editing and proofreading strategies
- Incorporating feedback and revisions
- Case studies in effective report writing

Day 3: Introduction to Feasibility Studies

- Purpose and scope of feasibility studies
- Types of feasibility analyses market, technical, financial
- Data collection methods for feasibility studies
- Stakeholder analysis and engagement

Day 4: Conducting Feasibility Analyses

A graphic of a chessboard with several chess pieces (king, queen, rook, knight, and pawns) in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

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- Market feasibility assessment techniques
- Technical and operational feasibility evaluation
- Financial feasibility and cost-benefit analysis
- Risk assessment and mitigation strategies

Day 5: Presenting Feasibility Studies and Final Reports

- Structuring feasibility study reports
- Data visualization for feasibility studies
- Presenting recommendations and conclusions
- Integrating report writing skills with feasibility study outcomes

Practical Wins for Participants

- Ability to produce clear, concise, and impactful business reports
- Skills to conduct thorough feasibility studies for business proposals
- Enhanced data analysis and presentation capabilities
- Improved decision-making and problem-solving skills in business contexts

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles emanating from a point on the board.

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