

**KONGU ARTS AND SCIENCE COLLEGE (AUTONOMOUS)  
NANJANAPURAM, ERODE – 638 107**



**KASC ACADEMY OF EXCELLENCE  
Academic Year 2018 - 2019**

**DEPARTMENT OF TRAINING AND PLACEMENT CELL**

**Offers  
VALUE ADDED COURSE ON  
GLOBAL BUSINESS FOUNDATION SKILLS  
(GBFS)**

**Infosys<sup>®</sup>  
BPM**

**COURSE CONTENT**

BPM Industry Awareness  
Business Communication  
Customer Management  
PC & Data Skills  
Corporate Etiquette

**Course Duration**

**50 Hours (Theory)**

**Eligibility**

**All Final Year UG Students**

**Course Outcomes:**

- Know the Industry awareness, up-skilling to prepare for entry-level job opportunities in the Indian BPM industry.
- Well versed in technological skill (MS-Office, Internet etc.,) Communication skills displaying effective oral and written communication.

**Coordinator: Mr. K.K.Sureshkumar**  
Assistant Professor & Placement Officer

**KONGU**  
*Assuring the best*



**Dr. N. RAMAN**  
PRINCIPAL,  
KONGU ARTS AND SCIENCE COLLEGE  
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