

**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

**ASSOCIATE TRANSACTIONAL F&A IN BUSINESS
PROCESS MANAGEMENT (INFOSYS)**

Infosys
BPM

Course Duration

48 Hours (Theory)

Eligibility

**All Final Year UG Commerce
& Accounts related Students**

Course Content

INTRODUCTION TO QP ASSOCIATE
TRANSACTIONAL F&A, RECEIVE
PAYMENTS & APPLY CASH
MANAGE YOUR WORK TO MEET
REQUIREMENTS
PROVIDE DATA / INFORMATION IN
STANDARD FORMATS

Course Outcomes:

On Completion of this course the students will be able to

- Process invoices, credit notes and claims, Pay invoices and claims, accounts payable, helpdesk, Maintain customer accounts
- Generate invoices and credit notes, Receive payments accounts receivable, Manage your work to meet requirements

KONGU
Assuring the best

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



DR N RAMAN
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