



COURSE BROCHURE

BUSINESS ENGLISH



2 Months
60 Hours Approx.

Join the Best Business English Training Institute to Learn from Experts. Enrol in our Business English Course & Classes for a Successful Career. Also Get Online Verifiable Certificate and Job Placement Assistance

Course Content

- ▶ Business Communication Basics
- ▶ Professional Vocabulary and Terminology
- ▶ Business Presentations and Public Speaking
- ▶ Negotiation and Persuasion
- ▶ Meetings and Discussions
- ▶ Business Writing Skills
- ▶ Business English for Socializing and Networking
- ▶ Cross-cultural Communication in Business
- ▶ Business English for Customer Service
- ▶ Business English Mastery and Application

About Course

Audit is an important function of any business organization, it denotes that the business has True and Fair transactions during the year. Tally.ERP 9 has an inbuilt feature- Tally Audit which enables the auditor to perform an audit or track changes that affect the integrity of a transaction, such as changes made to Date, Ledger Masters and Amounts in the Voucher are reflected in the Tally Audit Listings. At Shree Academy, we provide e-Filing tax return like GST, TDS and Income Tax. In this course cover practical training to work as an Auditor in any type of business organization as well as corporate company. Certificate awarded to trainee which is help to achieve best job in industry and also helpful to start as a professional career as Auditor and e-filing practitioner.

Our Facts and Figures



15,000+
Students Trained



90+
Courses Offered



2,000+
Students Placed



100+
Company Tie-ups

About Shree Academy

Shree Academy was found in 2012 with the mission of providing best quality Computer Education and International Language Coaching to all classes of people at a very reasonable fee structure. Thousands of students have already got trained professionally and made their career successfully in the past.

www.shreeacademy.net.in



Why Shree Academy?



We provide
personal coaching



Training by
Expert Faculty



100%
Job Assistance



Online Verifiable
Certificate



Free Online
Material Access



Theory + Practical
Study Approach

3rd Floor, Harbhole Complex, Nr. HP Petrol Pump, University Road, Rajkot.
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