# Business Communication

\*\*Instructor:\*\* Mr. Richard Adams

\*\*Price:\*\* $180

\*\*Duration:\*\* 2 Months

\*\*Class Timings:\*\* Tuesday, Thursday - 5:00 PM to 7:00 PM

## Course Description

This course enhances professional communication skills, covering email etiquette, business writing, and corporate presentations. Perfect for professionals and job seekers.

## Who Should Join?

Business professionals, managers, and students.

## Key Learning Outcomes

- Email & report writing

- Corporate presentation skills

- Negotiation & persuasion

- Workplace etiquette

## Career Opportunities

- Corporate Trainer

- Manager

- Business Consultant

- Public Relations Specialist