

**List of Elective Training**

As of February 28, 2026

No.	Training Program Name	Type	Category	
1	Overview of Corporate Planning	Career Development	Corporate Planning	
2	Business Investment Training			
3	Training on the Isolation Flow for the Handling of Personal Information	Optional	Legal Affairs	
4	Harassment Training for Managers			
5	Risk Management	Career Development		
6	Understanding Training on Compliance Guidebook			
7	Information Security Measures Standard Training ( I / II )			
8	Fundamental Training on the Contract Signing and Sealing Process			
9	Contract Literacy Training			
10	Contract Training			
11	Information System Division Application Remand Case Study	Thematic		Information Technology
12	Study Session on the Support Tool "NeXt"			
13	Study Session on Next-Generation Core Network			
14	Study Session on IT Service Desk Case Studies			
15	Internal Systems Training	Career Development		
16	Infrastructure Training			
17	UI and UX Design Training			
18	Agile Development Training			
19	Finance Training		Finance / Accounting	
20	Office Facility Management Training		General Affairs	
21	Basic Training for Purchasing Operations		Personnel Affairs	
22	General overview of Personnel			
23	Training for Handling Personnel Information			
24	Grading System Training			
25	Evaluation System (Overview / Specifics)			
26	Compensation System			
27	Labor Laws and Personnel Regulations			
28	Labor Risks			
29	Labor Management Training ( I / II )			
30	Assertive Communication Training			
31	Motivation & Leadership Training			
32	Recruitment (Directly Contracted/Temporary Employees) Training			
33	Safety and Health Training			
34	Fundamental Training on Interview Skills	Thematic		
35	Career Planning and Development Training			
36	Anger Management Training			
37	Mental Management Training for Managers			
38	Workshop on Headache Management	Optional		
39	Seminar on Eye Care			
40	People with Disability Training _ Basic			
41	Basic Training on Employment of People with Disabilities			
42	Motivation & Leadership Training			
43	Working Women and Health Issues _ Basic/Advanced			
44	Workplace Health Issues_Menopause			
45	Fundamentals of Internal Auditing	Career Development	Audit	
46	Practical Understanding of Internal Auditing	Thematic	Business	
47	Invoice Issuing Training for Beginners			
48	Billing Operations Training (I/II)			
49	Training on Seal Approval Procedures			

No.	Training Program Name	Type	Category
50	Job Placement Worker Training	Thematic	
51	Escalation Training	Optional	
52	Real-Time Management Training		
53	Workforce Management _ Scheduling		
54	Workforce Management _ Resource Planning		
55	Training on Complaint Handling for Team Leaders		
56	Excel Training for Team Leaders - Learning Edition		
57	E-Mail Communicator Training		
58	BCA* Evaluator Training (Bell Communication Analysis)		
59	Instruction Training		
60	Power Point Training _ How to Use Color Effectively		
61	Document Literacy Training		
62	Schola (Skill Acquiring School)		
63	Training to Understand our Services		
64	How to Proceed Work Training		
65	Operation Profit Management Training ( I / II / III )		
66	Business Manner Training		
67	Training for Strengthening Relationship Building Skills		
68	Hospitality Mindset Training		
69	Facilitation Training		
70	PDCA Training		
71	PL Management Training		
72	Training for Strengthening Hearing Skills		
73	Data Literacy Training ( I / II / III )		
74	Digital Transformation Literacy Training		
75	Planning Formulation Process Training		
76	Training for Strengthening Proposal Skills		
77	Training on Building Client Relationships		
78	Sales Negotiation Training ( I / II )		
79	Understanding of Client-Requiring Indicator Training		
80	Training on Business Process Reengineering Methodology ( I / II )		
81	Training Planning and Development Training		
82	Task Management Training		
83	Project Management Training		
84	Performance Management Training		
85	Logical Thinking Training		
86	Critical Thinking Training		
87	Hypothesis Thinking Training		
88	Strategic Thinking Training		
89	Strategy Framework Training		
90	Design Thinking Training		
91	Problem-Solving Thinking Training		
92	Quality Management System Training (Beginner, Intermediate and Advanced)		
93	Basic Sales Management Process Training		
94	Cost Price Estimation Process Training		
95	Sales Price Determination Process Training		
96	Billing Process Training		
97	Startup Process Training		
98	Introductory Account Owner Training		

No.	Training Program Name	Type	Category
99	Marketing and Sales Promotion Training	Career Development	Business
100	Sales Process Training		
101	Web Marketing Training		
102	Basic Dispatch Training		
103	Introductory Dispatch Coordinator Training		
104	Dispatch Rules (I / II)		
105	Training for Responsible Managers of Temporary Staffing Agencies		
106	Temporary Staffing Operations Training		
107	Worker Dispatch Contract Checkpoint Training		
108	Basic Job Placement Knowledge Training		

\*BCA : Bell Communication Analysis (Our Original Service Quality Analysis)