

Professional Development Courses

1. Business Fundamentals

2. Business Communication

3. Business Digitalization

Empower your workforce with essential business skills through our Professional Development Courses. The participants will gain practical skills that will directly contribute to business growth, innovation, and a competitive edge in the market. Additionally, organizations can foster a culture of continuous learning, boosting employee engagement and retention.

Key Features:

- **Expert-Led Training** – Thirty hours of live sessions conducted by experienced industry professionals and subject matter experts.
- **Support on WhatsApp**: Access curated learning content, seek clarifications, and engage with peers in batch-specific WhatsApp groups throughout the course.
- **Flexible Delivery**: Sessions are available in onsite, online, or blended mode, and the curriculum can be tailored to meet specific organizational requirements.

About Us

At Vidyarjan Academy (VidAc), we believe that the key to unlocking India's potential lies in equipping its workforce with the skills needed for the modern, dynamic economy. By focusing on practical, industry-aligned training, we aim to ensure that the corporate professionals are not only job-ready but future-ready.

In addition to Certificate Courses, we provide Skill Development Workshops tailored for corporate professionals. We also provide Individual Skill Development Programs and Academia Collaborations. We take pride in our faculty, which comprises highly experienced industry professionals.

Professional Fees

- Rs. 1,25,000/- per course per batch of up to 30 participants
 - plus travel cost at actual for locations outside Mumbai

Proposed Course Curriculum

1. Business Fundamentals

1. Forms of Business Ownership
2. Organizational Structure and Culture
3. Functions of Management
4. Key Business Functions and Processes
5. Human Resources Management
6. Financial Statements
7. Corporate Finance
8. Economic Environment
9. Financial Markets
10. Marketing

2. Business Communication

1. Principles of Communication
2. Effective Verbal Communication
3. Non-Verbal Communication
4. Business Presentations
5. Interpersonal Communication at Workplace
6. Professional Business Writing
7. Communication in Teams and Meetings
8. Digital Communication and Social Media Etiquette
9. Crisis Communication
10. Cross-Cultural Communication

3. Business Digitalization

1. Digital Technology Infrastructure (on premise and on cloud)
2. Enterprise Systems (ERP, CRM, and SCM)
3. Big Data and Business Analytics
4. Analytics with Excel
5. Artificial Intelligence (AI) and Machine Learning
6. Gen AI Tools and Prompt Engineering
7. Cybersecurity and Data Privacy
8. Blockchain and Emerging Technologies
9. Internet of Things (IoT) and Industry 4.0
10. Adoption of Digital Technologies