

WHAT YOU WILL LEARN

Upon completing this course you will have the skills to:

- List and describe techniques of effective communication and customer contact
- Summarize and set out the characteristics of the various social styles and cultural differences of airline customers
- Describe new trends in customer service

COURSE CONTENT

The key topics that are covered during this course include:

- Improved standard of customer service
- Verbal and non-verbal communication skills
- Customer contact techniques
- Cross-cultural awareness
- Managing stress

EXAM INFORMATION

- Method: Online exam with remote supervision (OERS)
- Format: 100 multiple-choice questions. Closed course book exam.
- Time Allowance: 3 hours
- Passing Grade: 60% correct answers
- Distinction Grade: 90% correct answers
- Number of exam attempts: 2

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WHO SHOULD ATTEND

most dynamic industries. In this course, we will examine how the Internet, social media and new

technologies are changing airline customer service. We will discuss several examples of how

airlines are keeping up with these changes to meet

customer needs and stay competitive.

This course is recommended for:

Aspiring Customer Service Professionals.

Ticket office, reservations, check-in, traffic,
operations, baggage service and information desk
staff.

Cargo reservations and receiving staff.

Public relations and sales support personnel.

Flight attendants.

CERTIFICATE AWARDED

An IATA Certificate is awarded to participants successfully passing the final exam.

