

Section V - Telesales Training

Most sale agents lose opportunity by having poor telephone manners and communication skills. INVATERRA's comprehensive telephone skills training course will serve as a solid foundation for call centre sales agents and ensure they handle themselves professionally and confidently to make the most of every opportunity.

The course is an amalgam of the following:

- Effectively Handling Inbound Sales Calls
- Outbound Sales Calls

Inbound Sales Pogram

This module will teach sales people the following skills and competencies:

Opening the Call

Sales agents will interactively teach the required manner for answering calls and ensure that the caller remains confident and that their concerns will be handled in a professional and caring manner.

Appropriate Enquiring

Without gathering appropriate information, errors in understanding can occur. This session will equip salespeople with the following skills: questioning; open and closed probes, and the understanding of when they are most apt to progress a conversation.

Active Listening

Even over a telephone line it quickly becomes apparent when a salesperson is paying 'lip-service' to the interaction, rather than actively listening. Telesales people will be shown how to maintain full awareness of the gist of a conversation. Genuine Listening skills will allow the sales trainees to remain in control of the call.

Handling Objections

When a salesperson demonstrates a feature, talks about a benefit or uses a sales closing technique, their customer may well respond in the negative sense, giving excuses or otherwise responding negatively. The response to this is to handle these objections. There are several methods for handling objections, the most suitable method of which is determined by the nature of your business, the type of customer you are speaking to, and the stage of the sales process.

Sample Call Center Training Manual

Keith Dawson

Sample Call Center Training Manual:

Training Manual United States. War Dept.1925 The Call Center Handbook Keith Dawson. 2003-11-20 Need to know how to buy a phone switch for your call center How to measure the productivity of agents How to choose from two cities that both want your center No problem The Call Center Handbook is a complete guide to starting running and im States Army Training Manual United States. Adjutant-General's Office,1925 Federal Procurement and Contracting Training Manual for Minority Entrepreneurs United States. Office of Minority Business Enterprise, 1975 **Army Training Manual** U.S. Adjutant-general's office,1925 The Complete Book of Resumes Karen Schaffer, 2005-11-01 Crafting the perfect resume is the first step for job seekers And these days employers have tons of different filters to weed out candidates and narrow their hiring pool The Complete Book of Resumes is packed full of information on crafting a resumes and the kind of structure and language that will get an employer s immediate attention as well as tons of samples for readers to use as a guideline for success The Complete Book of Resumes includes information on How to begin if you re starting from scratch The profile or the most important part of your resume Work experience or What have I been doing all these years Punching it up how to make a good resume great The career transition resume chapter for brave souls You re just starting out Big leaps positioning yourself for jobs above your current level Including more than 300 resumes The Complete Book of Resumes is perfect for recent graduates or seasoned candidates with years of experience The Case Manager's Training Manual David W. Plocher, Patricia L. Metzger, 2001 Stem Cell and Bone Marrow Transplantation Federal Procurement and Contracting Training Manual for Minority Entrepreneurs James E. Cravens, United States. Office of Minority Business Enterprise, 1975 The Ultimate Employee Training Guide- Training Today, **Leading Tomorrow** Gerard Assey, 2024-02-21 In an era of constant change and fierce competition organizations must harness the power of their workforce to thrive The Ultimate Employee Training Guide Training Today Leading Tomorrow is your definitive guide to unleashing the true potential of employee training It explores the evolution of training from traditional classrooms to cutting edge technology and unveils the profound benefits of investing in employee development while illuminating the stark repercussions of neglecting it Discover training as an investment measuring its Return on Investment ROI through real life case studies that showcase its undeniable impact Learn to assess diverse training needs choose the right vendors and design implement and evaluate training programs effectively. This book takes you on a journey into the future of training where technology personalization and continuous learning reign supreme It emphasizes the crucial role of HR and corporate leadership in fostering a culture of empowerment and growth With ethical considerations legal guidelines and inspiring case studies The Ultimate Employee Training Guide equips you to navigate the dynamic landscape of employee training ensuring success in an ever evolving world Here's what you'll find inside Preface The Importance of Training Employees Investing in Training Understanding the ROI Key Skills Attributes and Traits of an Effective Trainer

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Manual Training Magazine Charles Alpheus Bennett, 1914

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In a digitally-driven world wherever screens reign great and immediate connection drowns out the subtleties of language, the profound secrets and mental subtleties concealed within words frequently get unheard. Yet, set within the pages of **Sample Call Center Training Manual** a interesting fictional value sporting with fresh thoughts, lies an extraordinary journey waiting to be undertaken. Written by a talented wordsmith, that marvelous opus invites visitors on an introspective journey, gently unraveling the veiled truths and profound influence resonating within the very fabric of every word. Within the mental depths of the moving evaluation, we can embark upon a sincere exploration of the book is core styles, dissect their fascinating writing design, and fail to the effective resonance it evokes strong within the recesses of readers hearts.

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