



## BCMR Basic Call Management Training

### Course Information:

1 day of training 9:00 a.m. – 4:00 p.m.  
Classes held on customer's site

**Audience:** Call Center Supervisors with CMS desktop application

### Description:

Students will learn the software used to control call flow as well as an explanation of the reports available. The course is customized to explain the Call Center Design of each customer.

*The following items are covered in the training:* **VDN's , Vectors, Hunt Groups, Split/Skills, Expert Agent (EASE), Skill Number, Skill Level, ACD, UCD-mia, LOGIN, LOGOUT, Aux Work, Auto IN, After Call, Queue Call, Announcement Board, COR(Class of Restriction), COS (Class of Service), CO Trunks, T-1, DNIS Digits, Acceptable Service Levels, Expected Call Handling Time, Service Observe – Listen Only, Service Observe- Listen Talk, Whisper Page, Whisper Answer Back, Call Timer, Mute, RONA, Rona Alerts, External Queue Alerts.**

### Course Objectives

- Describe and Understand All terms relating to Call Center Management as listed above.
- Make changes on vectors and call routing when needed.
- Administering voice terminals– (phones)
  - changing feature buttons relating to Call Center Features
- Understanding reports produced by the Call Center software.
- Understanding the Management Tools available to Call Center Supervisors
- Like Service Observing, Audix Record, live monitoring of Agents etc.