

## Smart Online Purchasing (E-Procurement)

**Course Code:** ASKS6P

**Course Synopsis:** Nowadays e-business is the trend in the industry. The company can save cost to procurement online rather than buying from the store. This course is created for anyone who is interested in the procurement sector of the company. The consideration requirements and the technology involved when doing procurement for the company.

**Course Objective:** By the end of the course, participants would be able to:

- Sourcing for online purchases:
  - Search engine
  - Product website
- Manage the online purchases:
  - Scams
  - E-Warranty
  - Comparisons
  - Use of budget
  - Reviews
  - Ensure arrival

**Course Outline:**

- What is procurement?
- Why is there a need to do e-procurement?
- Factors consideration when procuring a product online
- Advantage of online procurements
- Dangers of online procurements
- Internet procurements
  - Overseas procurements
  - Local procurements
- Sourcing for product information
- E-commerce
- Security measures to be observed
- Product return policy
- Trusted vendors (Selection of vendor)
- Mobile procurements
- Risk involves in e-procurement

**Course Duration:** 2 days (16 hours), 9:00am - 5:00pm

**Course Fee:** \$385.20 (Inc. GST) per participant

**Course Dates:** Refer to <http://asktraining.com.sg/calendar>