

International Business Training Association

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News Release



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New Business Etiquette and Human Resource Management Editions Released

Austin, TX, November 3, 2025 – The International Business Training Association (IBTA), developers of the Certified Business Professional (CBP) certification, have released new editions of its Business Etiquette and Human Resource Management courses. These updated courses align with the latest industry-wide standards leading to organizational success.

The Business Etiquette course develops the concept of business etiquette and the proper etiquette practices for different business scenarios. The business professional will learn the requirements and best business practices for meetings, entertaining, and phone and online interactions.

The Human Resource Management course equips the business professional with the knowledge and skills necessary to successfully maximize business productivity and success. This course offers a guide for establishing a competitive compensation structure, conducting performance evaluations, developing a positive work culture, establishing professional protocols, and more.

Vice-President of Operations, Katherine Cohan said, “The updated Business Etiquette skills course will help professionals in business understand and practice proper etiquette within different cultures and settings. Human Resources is essential to the health and well-being of a company’s culture and its success; IBTA continues to provide solutions to the business world.” She continued, “IBTA’s Content Development Team continues to design courses and certifications that provide solutions to current challenges businesses face today.”

The Business Etiquette course is recommended for human resources, business leaders, senior executives, managers, supervisors, front-line workers, and other professionals who wish to specialize in business etiquette. It is intended to provide the business professional with the skills and characteristics required for effective business etiquette.

Human Resource Management is recommended for all human resource professionals, managers, and business owners. It is intended to provide a concise overview of human resource policies and practices to equip professionals with the skills and experience necessary for effectively managing an organization.

IBTA offers the opportunity to become an Authorized Training Partner (ATP) for the CBP certification. ATPs receive IBTA support in the form of referrals, support, industry news and instructor program support. Visit cbpcertify.com to learn more about becoming an ATP.

About IBTA

The International Business Training Association is a knowledge-centered organization committed to the training and certifying of business professionals to international standards. IBTA's mission is to equip business professionals with the essential skills and certifications required to meet and surpass business standards in our global industry.

IBTA officially released its business certifications in 2003 under the brand of the Certified Business Professional (CBP) after two years of initial consultation and development. Since 2003, IBTA has partnered with Prometric, the global leader in technology-enabled testing and assessment services for academic, professional, government, corporate, and information technology markets. Today, IBTA's CBP certification is the fastest growing business skills certification for business professionals with partners in the U.S., Canada, Asia, the Middle East, Australia, Latin America, and the Caribbean.

IBTA offers the following courses:

- Customer Service
- Leadership
- Sales
- Business Communication
- Business Etiquette
- Accounting & Budgeting
- Business Management
- Human Resource Management
- English Grammar for Business
- Marketing
- Project Management
- Tourism and Hospitality

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