To:
From:

Re: GS1 Foundations Online Certificate Course

Hi [supervisor’s name],

I would like to ask for approval to sign up for the GS1 Foundations Online Certificate Course to become a subject matter expert in the fundamentals of unique product identification, package measurement rules, and the GTIN Management Standard.

This online course contains six modules and eliminates scheduling challenges and travel expenses associated with full-day classrooms events covering similar topics.

The GS1 Foundations Online Certificate Course focuses on:
- Eliminating product returns resulting from inaccurate product data
- Reducing barcode scanning errors at checkout that result in unsold product
- Better managing product changes using proper GTIN® management
- Improving logistics costs and planogram compliance with accurate package measurements

With this knowledge, I will be able to incorporate what I have learned into our business processes to help ensure proper item set-up and effective use of barcodes and data sharing with our trading partners.

Here are some specific topics covered in these courses I'll get to learn and bring the knowledge back to {insert company name}:

- How to help ensure data quality based on globally unique identification
- How to leverage Application Identifiers in barcodes for extended product information, like batch/lot numbers and “best by” dates
- How to accurately measure consumer and non-consumer trade items to maximize warehouse and transportation efficiencies
- When a new GTIN needs to be assigned to a product based on changes, promotions and new item introduction

The cost of the course is $450 that will give me unlimited access to the course materials. Upon completion of the course modules, I will be able to support our internal teams to improve efficiencies and help fully leverage our investments in GS1 Standards. Thank you for considering this request. I look forward to your reply.

Regards,
[your signature]