

Learn Office 365



Looking for comprehensive structured training on Office 365? Our Office 365 program provides end user training and is deal for individuals and organizations. This program includes 17 courses and 658 Lessons on Office 365, Windows and More! There are over **39** hours of learning in this program! All courses are highly interactive and designed to the needs of beginners to advanced users!

Learn What You Need, When You Need It!

Finding what you need to learn about any Microsoft Office product can be a challenge. This program includes 12 month access to Office 365 courses covering Excel, Outlook, PowerPoint and Word plus we have added courses about Windows, Browsers, Internet Security, What's New in Office 365, Yammer, Starter Guides and More!

Our engaging video lessons will help you retain more knowledge and lead to faster improvement in your skills. Set your pace and learn in the manner most effective for you. Choose to watch sections or entire courses for an extended training session or specifically watch single clips to learn just what you need, when you need it!

Volume discounts available!

Product	Office 365
Access	
Delve	✓
Excel	✓
Lync	
OneDrive	✓
OneNote	
Outlook	✓
PowerPoint	✓
Project	
Publisher	
SharePoint	
Starter Guides	✓
Sway	✓
Visio	
What's New	✓
Windows	✓
Word	✓
Yammer	✓

Boost Productivity

Learn In The Cloud

Task Based Videos

Save Time & Money

Clips

- To-the-point, task-based video lessons that boost end-user productivity
- New to a subject? Watch a collection of lessons to learn from beginner to advanced topics
- Need a refresher fast? Search for a specific answer and implement new knowledge immediately

Exams & Quizzes

- Use Quizzes to improve retention and find where you need assistance most.
- Prove your mastery over a subject by passing the exam and earning a Certificate of Completion.

Start Guides

- Instructional sheets filled with quick tips.
- Key information that provides comfort with new software.

Awards

- Gamification built-in to incentivize and recognize proactive learners

