

Microsoft Office 365 Masterclass Training

Microsoft Office 365 is one of the best solutions for professionals who require to keep themselves updated. It helps the professionals to stay connected. The delegates can enroll into our training courses and increase their own as well as their organisation's productivity. The training will also help them to save on time and money, and other valuable resources.

Objective

Details

Duration: 1 Day

Who is this course for

Delegates who want to get an understanding of Microsoft Office 365 capabilities and fundamental skills can enroll into this course.

Course Content

Components of Microsoft Office 365 and their new features

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Outlook
- Microsoft Project
- Microsoft One Note
- Microsoft Access