

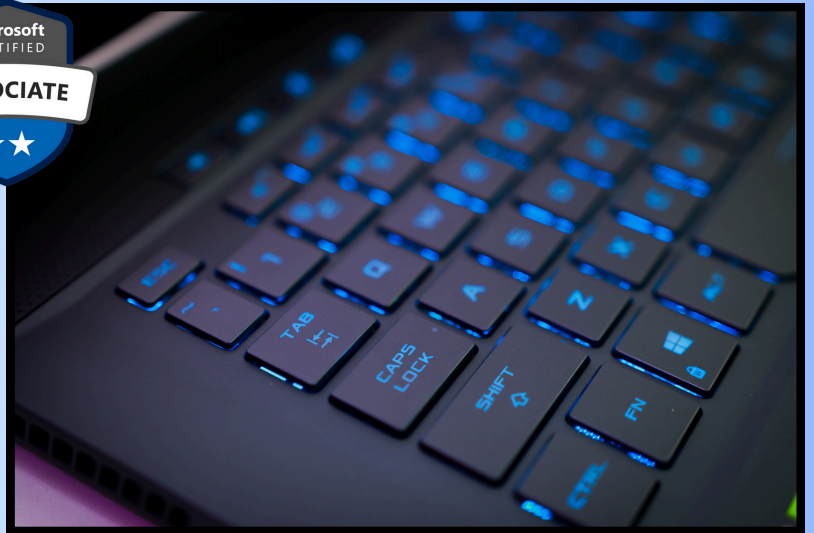
MICROSOFT OFFICE PREP

What You'll Learn:

- Proficiency in Microsoft Word, Excel, PowerPoint, and Outlook
- Hands-on practice with real-world projects
- Test preparation for Microsoft Office certification



*Register
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Case sensitive

WHEN: Jan 13 - Mar 26, 2025

Monday and Wednesday

WHERE: Sunrise Tech Center

TIME: 9 AM - 12 PM

COST: \$50

Students are responsible for purchasing any books, supplies, materials or other items for the class. Course does not include cost of certification exam.