

Microsoft Office Specialist - PowerPoint

Book a 50 minute online test to show your fundamental understanding of the PowerPoint environment and to demonstrate the correct application of PowerPoint 2016 to create, edit, and enhance presentations and slideshows.

\$149 NZD (GST incl.)

Assessment

Full details of the skills tested in the exam can be found here;

https://www.certipoint.com/portal/common/documentlibrary/MOS_OD_PowerPoint_2016_020916NB.pdf

To buy the exam 'voucher' simply click on the Book Online Test button on your Account page. Once you've paid, we will be in touch to arrange a time for your 50 minute exam, and give you all the details of where to come.

If you live outside the Dunedin area your test voucher can be used in other locations - please search for a testing centre at www.xcerio.co.nz before buying a voucher to ensure there is a testing centre near you.

Learning Recommendations

You can learn online for free here

www.gcflearnfree.org/powerpoint2016/getting-started-with-powerpoint/1/

The Mosgiel Community Learning Centre offers one on one training in Microsoft

www.op.ac.nz/study/community-learning/

You can buy a 'bundle' that includes online learning and the testing fee. Please note that if you choose this option, you do not need to buy a test from this site.

The cost of the test is part of the Xcerio 'bundle'.

www.xcerio.co.nz/store

Tasks

Prepare your answer

Prepare your answer to this EduBit by completing your proof of learning.

International **+64 3 477 3014**
New Zealand **0800 762 786**
Email **info@op.ac.nz**

Dunedin Campus
Forth Street, Dunedin
Private Bag 1910
New Zealand 9054

Central Otago Campus
Corner Erris & Ray Streets
PO Box 16, Cromwell
New Zealand 9342

Auckland Campus
Level 2, 350 Queen Street
PO Box 5268, Auckland
New Zealand 1141