

Microsoft Office Specialist - Word 2016 Expert

Book a 50 minute online test to show your proficiency using the advanced features of Word for document and content management, including advanced formatting to create and manage professional documents of four pages or more, for a variety of specialised purposes and situations. Show you can customise your Word environments to meet project needs, and to enhance productivity.

\$149 NZD (GST incl.)

Assessment

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

http://www.certipoint.com/portal/common/documentlibrary/MOS_OD_Datasheet_Word_EXPERT_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 buy a bundle which includes online learning and the test 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.

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