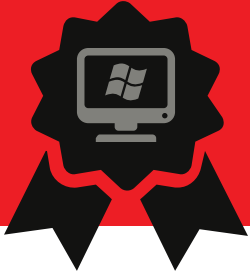


Microsoft Office Specialist Certification in Word 2019



This FREE virtual certification course will:

- Validate your Microsoft Office skills to employers with recognized certification on your resume
 - Differentiate yourself in the job market
 - Increase your skill level in Microsoft Office
 - Broaden your abilities and increase opportunities for advancement
-
- Classes start July 18 and run through August 18 (five weeks)
 - Classes will meet virtually Monday & Thursday, 6:00 p.m. - 7:30 p.m.
 - 15 hours of weekly independent study required

Requirements

- Microsoft Office 2019 or a paid Office 365 subscription
- Applicants will be screened for basic computer skills and technology access before being accepted into the program

Certification Exam

- In-person, proctored exam on August 18
- Exam options at 3:00 p.m. and 4:30 p.m.

**To start applying, scan the QR code above
or fill out our interest form here: <https://bit.ly/virtPRC>**



If you have questions, please email ct@peoplesrc.org