



# E-Learning

## for Microsoft® Business Certification

Corporate

### Self-paced, interactive online instruction for Microsoft Office certification

E-Learning for Microsoft® Business Certification offers flexible learning with interactive content that engages Test Candidates preparing for Microsoft Office certification. Available anytime, anywhere at the click of a mouse, E-learning's application-specific courses help develop Microsoft Office skills through activities, exercises, games, and hands-on virtual labs.

### E-Learning at a Glance

<b>Courses</b>	Catalog provides learning for all Microsoft Office certification exams, including Microsoft Word, Excel®, PowerPoint®, Outlook®, Access®, and Windows™ Vista
<b>Versions</b>	For Office 2000, XP, 2003, and 2007
<b>Lessons per Application</b>	Each application course generally has between 5-8 lessons
<b>Lesson Duration</b>	1-2 hours
<b>Accessibility</b>	Available through the Internet with Username and Password
<b>Reporting</b>	Completion and activity reports for both individuals and groups
<b>Flexibility</b>	Ability to exit in-progress lessons and re-enter at the same point in a new visit
<b>License Type</b>	Per user, 12-month license
<b>Products for Purchase</b>	Single application or entire library available in most Microsoft Business Certification program languages

### Learning as Easy as 1-2-3

1. **Purchase E-Learning + Exam bundles today** by logging into the Certiport.com Web site; or, talk to your Certiport representative or Solution Provider for more details.
2. **E-Learning Access Keys and instructions are delivered via e-mail within 2-3 days of purchase.** There is no need to wait for complicated hardcopy manuals. You'll have what you need to help your Test Candidates unlock dynamic E-Learning content online right away.
3. **Send E-Learning Access Keys and URL to your Test Candidates.** We include a template e-mail you can send to Test Candidates to help them get started. With an Internet connection and information you provide, they can self-enroll and begin learning immediately.

### Anyone call a specialist?

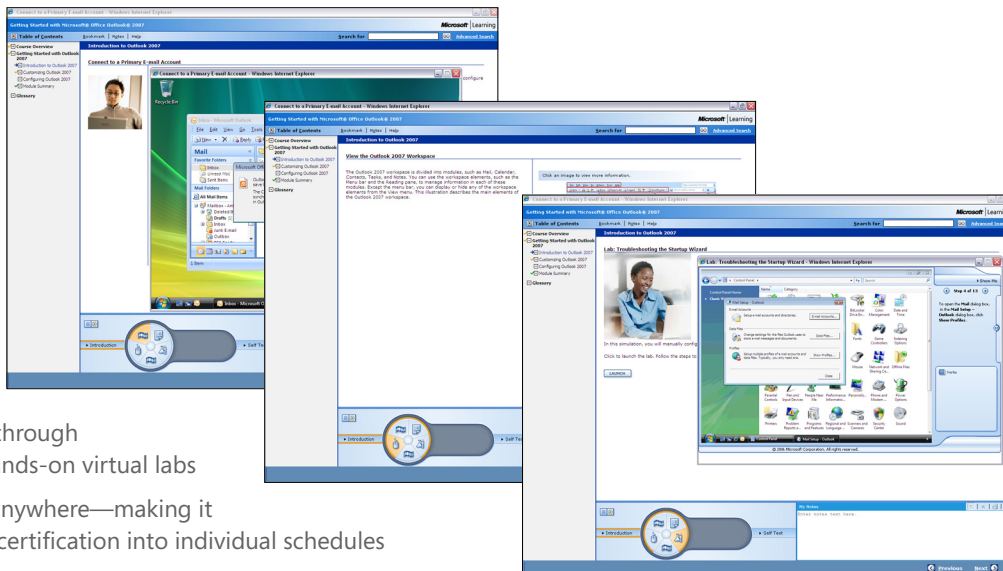
Whether your finance department needs fine-tuning in spreadsheets or your marketing staff in presentation building, we have certifications that cover the applications your employees use most:

<b>Word 2007</b>	<b>Excel® 2007</b>
<b>PowerPoint® 2007</b>	<b>Access® 2007</b>
<b>Outlook® 2007</b>	<b>Windows Vista®</b>

Learn more about certification at [www.certiport.com](http://www.certiport.com)

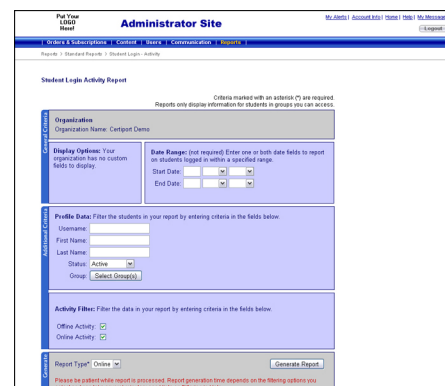
### State-of-the-Art Learning:

- Test Candidates can assess their knowledge before and after training, as well as track their progress and save their learning history
- Targeted learning for certification: Offers pin-point learning on weaker skill areas for the exam
- Addresses multiple learning styles, allowing individuals to learn the way they want to learn: through activities, exercises, games, and hands-on virtual labs
- Delivers online training anytime, anywhere—making it easier to incorporate learning for certification into individual schedules



### Benefits for Testing Center Administrators:

- Provides easy-to-use, reliable, and cost-effective learning for certification
- Meets rigors of highly demanding certification standards by providing tailored learning experiences
- Features the most up-to-date content developed by Microsoft technology experts for the most relevant learning experience available
- A license to E-Learning for Microsoft Business Certification provides a consistent and high-quality learning experience that readies your Test Candidates for the exam



### Product Options

**Single Application + Exam**  
(MCAS Only)

**Full Library + 5 MOS Exams**  
(E-Learning: All Office 2007 & 2003 content)

**Full Library + 6 MCAS Exams**  
(E-Learning: All Office 2007 & 2003 content)

### Get E-Learning Today!

To learn more or to order your license, e-mail the Business Solutions Team at [business@certipart.com](mailto:business@certipart.com) or call 1-888-999-9830.

### About Certipart

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