



Microsoft® Office 2007 Master

Build your credentials. Build your career.

More than a single certification, the Microsoft® Office 2007 Master credential demonstrates your mastery and expertise of Microsoft Office programs. As a Microsoft Office 2007 Master, you'll have more than a working familiarity with Office programs—you'll have the technical skills to efficiently use the breadth of the programs' features.

Microsoft Certified Application Specialist Series

The core Microsoft Office Specialist certification has been upgraded to validate skills with the 2007 Microsoft Office system. The Microsoft Certified Application Specialist credential targets information workers and covers the most popular Microsoft Office products: Word 2007, Excel® 2007, PowerPoint® 2007, Access® 2007, and Outlook® 2007.

Microsoft Office 2007 Master: Part of the Microsoft Business Certification family.

The Microsoft Business Certification features the Microsoft Certified Application Specialist credential that validates product-specific skills, and now the Microsoft Office 2007 Master credential that validates expertise.

Why get certified?

Microsoft Office 2007 Master certification specifically targets workplace demand for 2007 Office application and system skills. Companies can validate and maximize the value of their 2007 Microsoft Office upgrade by hiring certified individuals and getting their existing workforce certified. When you become a Microsoft Office 2007 Master, you are qualified to use the full features of the 2007 Office system, making you valuable to companies who want to reinforce their technology investment with accelerated productivity and improved organizational performance.

Microsoft
CERTIFIED
*Application
Specialist*

Validate skills on the most popular Microsoft Office products and the Windows Vista® operating system.

Word 2007

- Spend more time writing, less time formatting, with the new Ribbon in Office Word 2007.
- Reduce file sizes and improve document retention.
- Connect documents to business information.

Excel® 2007

- Explore large amounts of data with more rows, columns, and other new features.
- Create, format, and expand tables with new Excel table enhancements.
- Use shared charting in the 2007 versions of Excel, Word, and PowerPoint.

PowerPoint® 2007

- Add designer-quality SmartArt® graphics.
- Use new themes, layouts, Quick Styles, tables, and charts.
- Share information and collaborate with users of different operating systems.

Access® 2007

- Get started quickly using pre-built tracking applications.
- Complete tasks faster with the new user interface.
- Effectively share tracked information with others.

Outlook® 2007

- Instantly search all information.
- Easily manage daily priorities and information.
- Connect with people easily and effectively.

Windows Vista®

- Improve security and compliance.
- Optimize your desktop infrastructure.
- Find and use information more easily.
- Better enable your mobile workforce.

Microsoft Office 2007 Master Benefits

When you earn Microsoft Office 2007 Master credential, your knowledge, efficiency and productivity may increase. Elevating your professional value and advancement.

Microsoft Office 2007 Master certification will help you:

- Build credibility through proof of skills
- Set yourself apart as a desktop computing expert
- Differentiate yourself among peers
- Possess a professional credential recognized around the world
- Demonstrate computing efficiency in the workplace

How do I get started?

There's no registration or application required for Microsoft Office 2007 Master credential, and there's no fee to pay. When you've successfully completed the exams, Certiport will automatically send your Microsoft Office 2007 Master certificate to you and post the credential to your digital transcript.

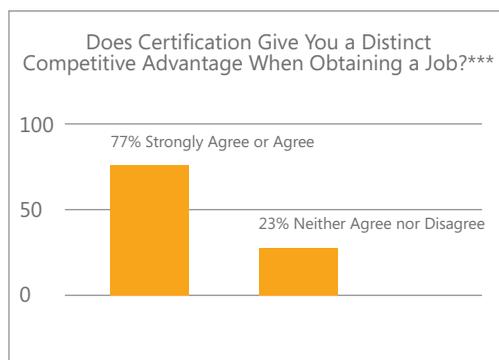
The Microsoft Office 2007 Master requires the following Microsoft Certified Application Specialist exams:

- Office Word 2007
- Office Excel® 2007
- Office PowerPoint® 2007
- Office Outlook® 2007

Achieving Master distinction gives you the power to market yourself as an expert of the most widely used business platform in the world. Studies show, companies pay Microsoft Office Specialists 12 percent more than their non-certified counterparts* according to a recent study conducted by premier staffing firm Robert Half International (RHI).

It's clear: earning a Microsoft Office 2007 Master credential makes sense.

Microsoft Office 2007 Masters are a part of a global community of distinguished achievers. This Microsoft certification credential tells the world you have demonstrated proficiency in the newest standard of the world's foremost desktop computing applications. Microsoft certifications demonstrate your desktop computing skills and help advance your career prospects in a competitive job market.



CERTIPORT®

Proven results:

71% of supervisors indicated Microsoft Office certification is advantageous to employees considered in hiring, promotion, and advancement decisions.**

85% of supervisors say that workers with Microsoft Office certifications are more:

- Competent,
- Credible,
- Productive,

than their non-certified colleagues.

Individuals with Microsoft Office certifications can be the "ideal" employee.**

A recent IDC survey* found that **89% of Microsoft Office certified employees** do not require additional supervision to perform their duties. In addition, **3 out of 4 supervisors** believe that administrative support employees proficient in Microsoft Office technology play an important role in setting the standards for their organization's work processes.

To find out the requirements to become a Microsoft Office 2007 Master, visit www.certiport.com/MCASmaster

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