



## MARSHFIELD HIGH SCHOOL

**LOCATION:**  
Massachusetts

**PROGRAM ENROLLMENT:**  
100 students per year

- SUCCESS METRICS:**
- » Improves student productivity and efficiency
  - » Helps teachers meet state and national education standards
  - » Validates in-demand technology skills

## Marshfield High School Raises the Bar on Digital Learning with Microsoft Office Specialist Certification

## Success Story

[www.certiport.com/mos](http://www.certiport.com/mos)



**Microsoft**  
Office Specialist

## Hundreds of High School Students Master and Validate Microsoft Office Skills

### CHALLENGE

Marshfield High School serves more than 1300 students in Marshfield, Massachusetts in a brand new state-of-the-art campus. Today, Marshfield is in year three of a major transition in digital learning whereby it aims to bring 21st century technology to the forefront of its students' learning, while engaging them in critical thinking, collaboration and communication.

Several years ago, Kathleen Bandera arrived at Marshfield with experience implementing Microsoft certification in the high school where she first taught. She also had a background in the private sector prior to a teaching career. Marshfield offered several computer courses in digital design, programing, and technical support, but nothing as specific and extensive as a Microsoft Office Specialist (MOS) certification

program. Bandera wanted to raise the bar and help students learn the most common business software used in the workforce.

“Since I came from the business world, I knew how important it was to give our students the option to learn key tools like Microsoft Office, and to get certified,” said Bandera. “Learning how to use basic technology tools increases student productivity and

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**Kathleen Bandera**  
Teacher  
Marshfield High School

efficiency, increases the quality of their documents, and teaches them how to crunch numbers for the sciences. There are so many benefits and I wanted to bring that opportunity to Marshfield students.”

Bandera began to look for ways to help Marshfield students validate these key technology skills.

## SOLUTION

Bandera herself was not only a certified Instructional Technology teacher, but also a Microsoft Office Master Certified Instructor, and was familiar with MOS certification, so she looked into a grant from the Marshfield Education Foundation. She wrote a proposal and received a grant of \$2,500 for the first year, which was enough to fund MOS certification and preparation tools from Certiport, the exclusive provider of the MOS certification program.

Marshfield became a Certiport Authorized Testing Center and began to offer MOS exams. When it came time to receive funding again the

next year, Bandera provided all of the statistics for her students’ success and she won the grant again.

Bandera found that GMetrix Practice Exams were an essential part of the certification solution. “I combined GMetrix with my lessons and it really prepared them well for the MOS exams, which are not easy for 9th and 10th graders. The information can be dry, but GMetrix is fantastic for training and allows us to zero in on one component the student needs to practice.”

The best part of using GMetrix for Bandera is customized reports. In Massachusetts, she is held to District Determined Measures, and GMetrix gives her data to assess her students and measure their progress. “What I love about MOS and GMetrix is it they are aligned to both state and national standards. I can help my students earn an industry-valued credential while meeting requirements for assessment and technology.”

## RESULTS

Soon after MOS was implemented at Marshfield, the school built a new state-of-the-art campus and began to focus more on teaching the latest in technology standards.

When Bandera’s principal, Robert Keuther, saw how successful Bandera and her students were with MOS certification, he funded the program through the school budget. “Mrs. Bandera’s enthusiasm certainly helps the program, but these kids are working hard and the curriculum is good. They are well-trained and we are pleased to see so many students earning MOS certification.”

Marshfield now offers seven courses in the Microsoft Office suite. Two courses are advanced and allow students to prepare to take the MOS Expert exams in Word and Excel. Marshfield has certified more than 300 students in MOS and several have become MOS Masters. Students also have the opportunity to earn transferrable college credit by earning MOS certification.

Last year, Marshfield students saw an added benefit of certification when an impressive 12 of its students qualified for the 2015 MOS U.S. National Championship – out of only 120 qualifiers in the entire country.

Marshfield Junior Kathleen Mulligan was one of the students who participated in the event. She holds five MOS certifications, and says the credentials give her advantages over other students.

“Certification helps me tremendously academically – not only can I use Word, Excel and PowerPoint efficiently, I can also use other Office programs with ease due to my familiarity with the interface,” says Mulligan. “I am able to complete assignments in a timely manner without difficulty, and I can produce sophisticated and professional looking documents. I currently work for a local business using the programs that I am certified in, and the MOS certifications helped me get the job.”

Bandera is happy with the growth and success of the program thus far. “As the program is so successful, parents and students talk about it and enrollment continues to grow,” said Bandera. “It is great to see both administrators and parents recognizing the importance of these kids getting certified.”

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## ABOUT CERTIPOINT

Certiport, a Pearson VUE business, prepares individuals with relevant digital skills for the competitive global workforce. These solutions are delivered by more than 13,000 Certiport Authorized Testing Centers worldwide and include the official Microsoft Office Specialist certification program, the Microsoft Technology Associate certification program, the Microsoft Certified Educator program, the Adobe® Certified Associate certification program, the Autodesk Certified User certification program, the Intuit QuickBooks Certified User certification program, and the IC3 Digital Literacy certification.

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