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# MICROSOFT OFFICE 2019

**CMASA Member Benefit**

*CMASA Member receive a 5% Discount.  
Discount Code: **CMASA5%***

Programmes	Days	Levels and Course Outline
 <b>Word</b>	1 1 1	Level 1  Level 2  Level 3 
 <b>Excel</b>	1 1 1 1	Essentials - Foundation  Level 1  Level 2  Level 3 
 <b>PowerPoint</b>	1 1	Level 1  Level 2 
 <b>Outlook</b>	1 1	Level 1  Level 2 
 <b>Teams</b>	1	Teams for End Users 
 <b>Microsoft</b>	3	Basic Computer Skills  Windows, Typing, Word, Excel, Outlook

The above Microsoft courses will be available online or in person at the regional head offices.

**PROFICIENCY TEST**

**CLICK HERE TO VIEW DATES, PRICES AND TO BOOK ONLINE**