## Microsoft PowerPoint 2016 Certificate Program

An online learning program for CSEA-represented NYS employees



Application period: July 26, 2019 -January 30, 2020



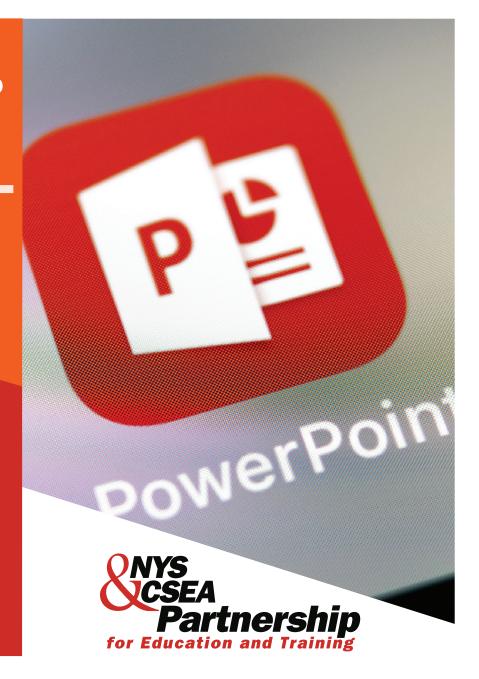
Courses available: July 26, 2019 -January 31, 2020

## **Begin the Journey**

The Partnership invites you to take advantage of this exciting career development opportunity.

The Microsoft PowerPoint 2016
Certificate Program provides a learning opportunity for employees to enhance their knowledge and skills in PowerPoint.

Register today and begin taking courses anytime you wish during this six-month program.



## About the Microsoft PowerPoint 2016 Certificate Program

- An online learning program to help employees become more proficient in their Microsoft PowerPoint 2016 skills.
- Employees must complete 12 required courses while achieving a passing grade of 70% or higher for each course in order to earn a certificate.
- Supervisory approval is not required for courses taken at home.