



Show your depth of knowledge with a Microsoft certification. At Directions Training, we'll help you get trained, certified, and back to work as a Microsoft Specialist, Microsoft Certified Solutions Associate, or Microsoft Certified Solutions Expert.

MICROSOFT OFFICE SPECIALIST:

The Microsoft Office Specialist certification process includes web-based pretests, program-specific certification exams, and a series of Microsoft Press step-by-step books that help you demonstrate expertise in accomplishing essential job tasks. Potential careers include:

- ▶ Administrative Specialist
- ▶ Operations Specialist
- ▶ Sales Specialist

MICROSOFT CERTIFIED SOLUTIONS ASSOCIATE:

The Microsoft Certified Solutions Associate certification provides the foundation for the Microsoft Certified Solutions Expert certification, which validates a comprehensive skill set. Potential careers include:

- ▶ Help Desk Technician
- ▶ Database Administrator
- ▶ Network Administrator
- ▶ System Administrator
- ▶ Software Engineer

WHAT OUR STUDENTS ARE SAYING:

“The instructor was both personable and knowledgeable, and always took time with us whenever we had questions or comments. Absolutely excellent in their presentation, they really brought context to the material and how it could work in our real world environment.”
-Vincent. V. (May 2018)

“I enjoyed that this was not just a “read from the slides” training. There was plenty of actual teaching. Appreciated the notes on subjects that were encountered on the exams as well.”
-Gabriel S. (July, 2018)

“The most knowledgeable instructor I've trained under in years. Very nicely presented.”
-Terry S. (August, 2018)

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Training Successful Professionals Since 1991