

MS OFFICE 2016 LIBRARY: <https://learning.mybitesize.com>

MS Office 2016 Library – 33 Courses, 11 Tests and 5 Millionaire Games
MS Excel - 5 skill levels - Introduction, Intermediate, Advanced, Master, Expert
MS Word - 5 skill levels - Introduction, Intermediate, Advanced, Master, Expert
MS Outlook - 2 skill levels - Introduction, Intermediate
MS PowerPoint - 3 skill levels - Introduction, Intermediate, Advanced
MS OneNote -1 skill level - introduction
MS SharePoint Office 365 - 1 skill level - Introduction
MS SharePoint Office 365 – 1 skill level - Site Owners
MS Office 365 - 2 skill levels - Introduction, Intermediate
MS Office for IPAD - 1 skill level - Introduction
MS Project – 2 skill levels – introduction, intermediate
MS Visio – 1 skill level - introduction
MS Teams – 1 skill level – introduction
MS Internet Explorer 11 - 1 skill level - Introduction
MS Windows 10 - 2 skill levels - Introduction, Intermediate
MS Office 2016 Tests - 8 tests as per below – with a certificate of competence
- <i>MS Excel 2016 Introduction</i>
- <i>MS Excel 2016 Intermediate</i>
- <i>MS Excel 2016 Advanced (Formulas and Functions)</i>
- <i>MS Outlook 2016 Introduction</i>
- <i>MS PowerPoint 2016 Introduction</i>
- <i>MS Word 2016 Introduction</i>
- <i>MS Word 2016 Intermediate</i>
- <i>MS Word 2016 Advanced (Long Documents)</i>
Computer Fundamentals – including 3 tests – mapped against the ICDL Base Modules
Computer Essentials - 1 skill level - Introduction
Online Essentials -1 skill level - Introduction
Security Essentials - 1 skill level - Introduction
Spreadsheets -1 skill level - Introduction
Word Processing - 1 skill level - Introduction
Security Essentials – Introduction Test
Computer Essentials – Introduction Test
Online Essentials – Introduction Test
Millionaire Dollar Games – Fun games to test your software skills – no certificate of competence
Become an Excel Millionaire – 3 skill levels to reach \$1million
Become a Word Millionaire – 3 skill levels to reach \$1million
Become a PowerPoint Millionaire – 3 skill levels to reach \$1million
Become an Outlook Millionaire – 2 skill levels to reach \$1million
Become a Teams Millionaire – 3 skill levels to reach \$1million