

Microsoft Certified Application Specialist Study Guide

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I have taken a lot of Microsoft certification exams over the last 20 years. I can't say that I am ever excited to take an exam, but I have done well on them. Over the years I have developed an approach to taking exams and have generally passed many more than I have failed. In fact, as I started ...

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The Microsoft Office Application Specialist certification program is the only Microsoft-approved program in the world for certifying proficiency in Microsoft Office applications. Students who need basic keyboarding skills should enroll in OFC 102 in Semester 1. This program is designed for students who plan to enter the workforce immediately.

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