



Microsoft 365 training and certifications

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Microsoft 365

This guide has been created to provide training and certification options to achieve personal success.

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Developer Associate

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Messaging Administrator Associate

Modern Desktop Administrator Associate

Security Administrator Associate

Teams Administrator Associate

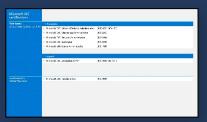
Teams Support Engineer Specialty

Welcome to Microsoft 365 training and certifications

Our approach to learning is to develop an inclusive environment for every stage in an individual's career.

How to use this deck

The following resources will prepare you for the learning experience.



Certification portfolio

Available certifications and associated exams in portfolio.



Certification overview

Identify the right candidate profile with the recommended skills, knowledge, and experience.



Certification journey

Recommended steps to earn a certification, including preparation resources and opportunities for continued learning.



Certification learning path

Recommended training content to prepare for certification exams, including self-paced training and Microsoft Official Courseware (MOC) delivered by Learning Partners.

Microsoft 365 certifications

Role-based Expand your technical skill set	▼ Associate	
	 Microsoft 365 Modern Desktop Administrator 	(MD-100, MD-101)
	 Microsoft 365 Messaging Administrator 	(MS-203)
	 Microsoft 365 Security Administrator 	(MS-500)
	Microsoft 365 Developer	(MS-600)
	 Microsoft 365 Teams Administrator 	(MS-700)
	▼ Expert	
	Microsoft 365 Enterprise Administrator	(MS-100, MS-101)
	 Microsoft 365 Teams Voice Engineer 	(MS-720)
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	 Microsoft 365 Teams Support Engineer 	(MS-740)
Fundamentals	Microsoft 365 Fundamentals	(MS-900)
Master the basics		

Fundamentals

Who is this certification for?

This certification is designed for IT professionals who aspire to deploy and manage cloud services in their organization, or who are simply looking to acquire foundational knowledge on cloud fundamentals. This includes the considerations and benefits of adopting cloud services in general and the Software as a Service (SaaS) cloud model specifically, with a general focus on Microsoft 365 cloud service offerings.

Exam details

MS-900:

Microsoft 365 Fundamentals

Skills measured:

- Describe cloud concepts
- Describe core Microsoft 365 services and concepts
- Explain security, compliance, privacy, and trust in Microsoft 365
- Describe Microsoft 365 pricing and support

Knowledge and experience:

Prove that you understand cloud concepts; core Microsoft 365 services and concepts; security, compliance, privacy, and trust in Microsoft 365; and Microsoft 365 pricing and support.

Certification

Pass certification exam **MS-900** to earn this certification



Microsoft 365 Certified: **Fundamentals**

Demonstrate that you understand the options available in Microsoft 365 and the benefits of adopting cloud services, the Software as a Service (SaaS) cloud model and implementing Microsoft 365 cloud service.

Fundamentals

Get started at M365Certs_Fundamentals



Start here

Decide if this is the right certification for you

Not right for you?

Upskill with recommended training

Pass exams

Continue to grow

This certification is a good fit if:

 You're a business user, administrator, or IT professional.

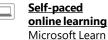
OR

· You want to understand the capabilities of Microsoft 365 and how to build basic solutions, deploy cloud services in your organization, or are simply looking to acquire foundationallevel knowledge on the considerations and benefits of adopting cloud services in general and the software as a service (SaaS) cloud model specifically.

Browse all Microsoft 365 certifications



Skills outline guide



OR



Instructor-led training Course MS-900T01-A: Microsoft 365 Fundamentals (1 day)

Pass required exam to earn your certification

Exam MS-900

Microsoft 365 **Fundamentals**



Microsoft 365 Certified: **Fundamentals**

Prove that you understand the options available in Microsoft 365, the benefits of adopting cloud services, the benefits of the software as a service (SaaS) cloud model, and how to implement Microsoft 365 cloud services.

Explore these certifications next

Next level up (Associate)

- Microsoft 365 Messaging Administrator Associate
- Microsoft 365 Modern **Desktop Administrator**
- Microsoft 365 Security Administrator
- Microsoft 365 Teams Administrator

Developer Associate

Who is this certification for?

Ideal candidates for this certification are interested in passing the Microsoft 365
Developer Associate certification exam.
Candidates should also have 1-2 years'
Developer experience. Candidates should know how to code and have a basic understanding of REST APIs, JSON, OAuth2, OData, OpenID
Connect, and Microsoft identities including
Azure AD and Microsoft accounts, Azure AD
B2C, and permission/consent concepts.

Exam details



MS-600:

<u>Building Applications and Solutions with</u> Microsoft 365 Core Services

Skills measured:

- Implement Microsoft identity
- Build apps with Microsoft Graph
- Extend and customize Microsoft SharePoint
- Extend Microsoft Teams
- · Extend Microsoft Office

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: implement Microsoft identity; build apps with Microsoft Graph; extend and customize Microsoft SharePoint; extend Microsoft Teams; and extend Microsoft Office.

Certification

Pass certification exam **MS-600** to earn this certification



Microsoft 365 Certified: **Developer Associate**

Microsoft 365 Developers design, build, test, and maintain applications and solutions that are optimized for the productivity and collaboration needs of organizations using the Microsoft 365 platform.

Developer Associate

Get started at M365Certs_Developer



Start hereDecide if this is the right certification for you

Not right for you?

Upskill with recommended training

Pass exams

This certification is a good fit if:

•You're a developer.

OR

 You're responsible for activities including designing, building, testing, and maintaining applications and solutions that are optimized for the productivity and collaboration needs of your organization. Master the basics with Fundamentals certifications Microsoft 365 Fundamentals

Microsoft 365 Fundamenta

OR

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Self-paced online learning Microsoft Learn

OR



Instructor-led training
Course MS-600T00-A:
Building applications and
solutions with Microsoft
365 core services (5 days)

Pass required exam to earn your certification

Exam MS-600 Building

Applications and Solutions with Microsoft 365
Core Services



Microsoft 365 Certified:

Developer Associate

Microsoft 365 Developers design, build, test, and maintain applications and solutions that are optimized for the productivity and collaboration needs of organizations using the Microsoft 365 platform.

Microsoft 365 Developers are proficient in the Microsoft identity platform and Microsoft Graph. They have general knowledge on UI elements (including Adaptive Cards and UI Fabric), Integration Points (including Microsoft Teams, Office Add-ins, SharePoint Framework, Actionable Messages), and determining workload platform targets.

Get started at M365Certs_EnterpriseAdmin

Enterprise Administrator Expert

Who is this certification for?

This certification is designed for candidates who are aspiring to the Microsoft 365 Enterprise Admin role and have completed one of the Microsoft 365 role-based administrator certification paths.

Earn one of these certifications first

Exam details

• Microsoft 365 Certified: Modern Desktop Administrator Associate

OR

 Microsoft 365 Certified: Security Administrator Associate

OR

• <u>Microsoft 365 Certified: Messaging</u> Administrator Associate

OR

•<u>Microsoft 365 Certified: Microsoft</u> Teams Administrator Associate MS-100:

Microsoft 365 Identity and Services

Skills measured:

- Design and implement Microsoft 365 services
- Manage user identity and roles
- Manage access and authentication
- Plan Office 365 workloads and applications

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: design and implement Microsoft 365 services; manage user identity and roles; manage access and authentication; and plan Office 365 workloads and applications.

MS-101:

Microsoft 365 Mobility and Security

Skills measured:

- Implement modern device services
- Implement Microsoft 365 security and threat management
- Manage Microsoft 365 governance and compliance

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: implement modern device services; implement Microsoft 365 security and threat management; and manage Microsoft 365 governance and compliance.

Certification

Pass certification exams **MS-100** and **MS-101** to earn this certification



Microsoft 365 Certified: Enterprise Administrator Expert

Microsoft 365 Enterprise Administrators evaluate, plan, migrate, deploy, and manage Microsoft 365 services.

Enterprise Administrator Expert

Get started at M365Certs_EnterpriseAdmin



Start here

Decide if this is the right certification for you

This certification is a good fit if:

• You aspire to the Microsoft 365 Enterprise Admin role and have completed one of the Microsoft 365 role-based administrator certification paths.

OR

• You're responsible for evaluating, planning, migrating, deploying, and managing Microsoft 365 services in your organization.

Not right for you?

Upskill with recommended training

· Microsoft 365 Certified: Messaging Administrator Associate

OR

• Microsoft 365 Certified: Modern Desktop Administrator Associate

OR

 Microsoft 365 Certified: Security Administrator Associate

OR

• Microsoft 365 Certified: **Teams Administrator** Associate

Skills outline guide



Self-paced online learning

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Instructor-led training

Course MS-100T00-A (for exam MS-100): Microsoft 365 Identity and Services (5 days)

OR

Course MS-101T00-A (for exam MS-101): Microsoft 365 Mobility and Security (5 days)

Pass exams

Pass required exam to earn your certification

Exam MS-100

Microsoft 365 Identity and Services

Exam MS-101

Microsoft 365 Mobility and Security



Microsoft 365 Certified: **Enterprise Administrator Expert**

Microsoft 365 Enterprise Administrators evaluate, plan, migrate, deploy, and manage Microsoft 365 services.



Teams Voice Engineer Expert

Who is this certification for?

This certification is designed for telecommunications professionals that know how to plan, design, configure, maintain, and troubleshoot an integrated communications solution using Microsoft Teams.

Earn this certification first

Microsoft 365
 Certified: Teams
 Administrator
 Associate

Exam details

MS-700:

Managing Microsoft Teams

Skills measured:

- Plan and configure a Microsoft Teams environment
- Manage chat, teams, channels, and apps
- Manage calling and meetings
- Monitor and troubleshoot a Microsoft Teams environment

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: plan and configure a Microsoft Teams environment; manage chat, teams, channels, and apps; manage calling and meetings; and monitor and troubleshoot a Microsoft Teams environment.

Certification

Pass certification exam **MS-700** to earn this certification



Microsoft 365 Certified:
Teams Voice Engineer
Expert

Microsoft 365 Enterprise Administrators evaluate, plan, migrate, deploy, and manage Microsoft 365 services.

Teams Voice Engineer Expert

Get started at M365Certs_TeamsVoiceEngineer



Decide if this is the right certification for you

This certification is a good fit if:

• You aspire to the Microsoft 365 Enterprise Admin role and have completed one of the Microsoft 365 role-based administrator certification paths.

OR

· You're responsible for evaluating, planning, migrating, deploying, and managing Microsoft 365 services in your organization.

Not right for you?

Associate

Specialty

OR

• Microsoft 365 Certified:

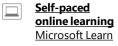
Teams Administrator

• Microsoft 365 Certified:

Teams Support Engineer

Upskill with recommended training

Skills outline guide



OR

Instructor-led training Course MS-720T00: Microsoft Teams Voice Engineer (3 days)

Pass exams

Pass required exam to earn your certification

Exam MS-700: Managing Microsoft Teams



Microsoft 365 Certified: **Teams Voice Engineer Expert**

Microsoft Teams Voice Engineers plan, design, configure, maintain, and troubleshoot an integrated communications solution using Microsoft Teams.



Messaging Administrator Associate

Get started at M365Certs_MessagingAdmin

Who is this certification for?

The Messaging Administrator deploys, configures, manages, and troubleshoots recipients, permissions, mail protection, mail flow, and public folders in both on-premises and cloud enterprise environments. Responsibilities include managing message hygiene, messaging infrastructure, and hybrid configuration and migration. To implement a secure hybrid topology that meets the business needs of a modern organization, the Messaging Administrator must collaborate with the Security Administrator and Microsoft 365 Enterprise Administrator. The Messaging Administrator should have a working knowledge of authentication types, licensing, and integration with Microsoft 365 applications.

Exam details

MS-203:

Microsoft 365 Messaging

Skills measured:

- Manage organizational settings and resources
- Plan and manage the mail architecture
- Plan and implement a hybrid configuration and migration
- Secure the messaging environment

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: manage organizational settings and resources; plan and manage the mail architecture; plan and implement a hybrid configuration and migration; and secure the messaging environment.

Certification

Pass certification exam **MS-203** to earn this certification



Microsoft 365 Certified: Messaging Administrator Associate

Microsoft 365 Messaging Administrators deploy, configure, manage, troubleshoot, and monitor recipients, permissions, mail protection, mail flow, and public folders in hybrid and cloud enterprise environments.

Messaging Administrator Associate

Get started at M365Certs_MessagingAdmin



Start hereDecide if this is the right certification for you

This certification is a good fit if:

 You're an administrator or an IT professional.

OR

You're responsible for activities including deploying, configuring, managing, troubleshooting, and monitoring recipients, permissions, mail protection, mail flow, and public folders in hybrid and cloud enterprise environments; managing hygiene, messaging infrastructure, hybrid configuration, migration, transport, mailboxes, and client access; implementing a secure hybrid or cloud-only topology that meets the business needs of an enterprise.

Not right for you?

OR

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OR

Instructor-led training Course MS-203T00-A: Microsoft 365 Messaging (5 days) Pass required exam to earn your certification

Exam MS-203 Microsoft 365 Messaging

Pass exams



Microsoft 365 Certified:
Messaging
Administrator
Associate

Microsoft 365 Messaging Administrators deploy, configure, manage, troubleshoot, and monitor recipients, permissions, mail protection, mail flow, and public folders in hybrid and cloud enterprise environments.

Explore these

Continue to grow

certifications next

- Other tracks (Associate)
- Microsoft 365 Modern Desktop Administrator Associate
- Microsoft 365 Security
 Administrator Associate
- <u>Microsoft 365 Teams</u> Administrator Associate

Next level (Expert)

• Microsoft 365 Enterprise Administrator Expert



Modern Desktop Administrator Associate

Get started at M365Certs_ModernDesktopAdmin

Who is this certification for?

The Modern Desktop Administrator must be familiar with Microsoft 365 workloads and must have strong skills and experience deploying, configuring, and maintaining Windows 10 and non-Windows devices. The Modern Desktop Administrator role focuses on cloud services rather than on-premises management technologies.

Exam details

MD-100:

Windows Client

Skills measured:

- Deploy Windows
- Manage devices and data
- Configure connectivity
- Maintain Windows

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: deploy Windows; manage devices and data; configure connectivity; and maintain Windows.

MD-101:

Managing Modern Desktops

Skills measured:

- Deploy and update operating systems
- Manage policies and profiles
- Manage and protect devices
- Manage apps and data

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: deploy and update operating systems; manage policies and profiles; manage and protect devices; and manage apps and data.

Certification

Pass certification exams MD-100 and MD-101 to earn this certification



Microsoft 365 Certified: **Modern Desktop**

Administrator Associate

Modern Desktop Administrators deploy, configure, secure, manage, and monitor devices and client applications in an enterprise environment.

Modern Desktop Administrator Associate

Get started at M365Certs_ModernDesktopAdmin



Start hereDecide if this is the right certification for you

This certification is a good fit if:

• You're an administrator or an IT professional.

OR

 You're responsible for activities including performing installation, configuration, general local management and maintenance of core services or deploying, configuring, securing, managing, and monitoring devices and client applications in an enterprise environment. Not right for you?

OR

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Skills outline guide



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OR



Instructor-led training
Course MD-100T00-A
(for exam MD-100):
Windows Client (5 days)

OR

Course MD-101T00-A (for exam MD-101): Managing Modern Desktops (5 days)

Pass exams

Pass required exam to earn your certification

Exam MD-100

Windows 10

Exam MD-101 Managing Modern Desktops



Microsoft 365 Certified: Modern Desktop Administrator Associate

Modern Desktop Administrators deploy, configure, secure, manage, and monitor devices and client applications in an enterprise environment.

Continue to grow

Explore these certifications next

Other tracks (Associate)

- Microsoft 365 Messaging Administrator Associate
- Microsoft 365 Security Administrator Associate
- <u>Microsoft 365 Teams</u> Administrator Associate

Next level (Expert)

• Microsoft 365 Enterprise Administrator Expert



Security Administrator Associate

Get started at M365Certs_SecurityAdmin

Who is this certification for?

The Microsoft 365 Security Administrator collaborates with the Microsoft 365 Enterprise Administrator, business stakeholders, and other workload administrators to plan and implement security strategies and to ensure the solutions comply with the organization's policies and regulations. This role proactively secures Microsoft 365 enterprise environments. Responsibilities include responding to threats and implementing, managing, and monitoring security and compliance solutions for the Microsoft 365 environment. Security Administrators respond to incidents and investigations, and they enforce data governance. The Microsoft 365 Security Administrator is familiar with Microsoft 365 workloads and hybrid environments. This role has strong skills and experience with identity protection, information protection, threat protection, security management, and data governance.

Exam details

MS-500:

Microsoft 365 Security Administration

Skills measured:

- Implement and manage identity and access
- Implement and manage threat protection
- Implement and manage information protection
- Manage governance and compliance features in Microsoft 365

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: implement and manage identity and access; implement and manage threat protection; implement and manage information protection; and manage governance and compliance features in Microsoft 365.

Certification

Pass certification exam **MS-500** to earn this certification



Microsoft 365 Certified: **Security Administrator Associate**

Microsoft 365 Security Administrators proactively secure Microsoft 365 enterprise and hybrid environments, implement and manage security and compliance solutions, respond to threats, and enforce data governance.



Security Administrator Associate

Get started at M365Certs_SecurityAdmin



Start hereDecide if this is the right certification for you

This certification is a good fit if:

 You're an administrator or an IT professional.

OR

• You're responsible for activities including identity protection, information protection, threat protection, security management, and data governance; you implement, manage, and monitor security and compliance solutions for Microsoft 365 and hybrid environments; you collaborate with the enterprise administrators, business stakeholders, and other workload administrators to plan and implement security strategies to ensure that solutions comply with the policies and regulations of the organization.

Not right for you?

Master the basics with

OR

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Microsoft 365 Fundamentals

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certifications

Upskill with recommended training

Skills outline guide



OR

Instructor-led training Course MS-500T00-A: Microsoft 365 Security Administration (4 days) Pass required exam to earn your certification

Pass exams

Exam MS-500 Microsoft 365 Security Administration Microsoft
CERTIFIED

ASSOCIATE

Microsoft 365 Certified:
Security Administrator
Associate

Microsoft 365 Security Administrators proactively secure Microsoft 365 enterprise and hybrid environments, implement and manage security and compliance solutions, respond to threats, and enforce data governance. Continue to grow

Explore these certifications next

Other tracks (Associate)

- Microsoft 365 Messaging Administrator Associate
- Microsoft 365 Modern Desktop Administrator Associate
- <u>Microsoft 365 Teams</u> Administrator Associate

Next level (Expert)

• Microsoft 365 Enterprise Administrator Expert



Get started at M365Certs_TeamsAdmin

Teams Administrator Associate

Who is this certification for?

Ideal candidates for this certificate are interested in passing the Microsoft Teams Administrator Associate certification exam.

Exam details



MS-700:

Managing Microsoft Teams

Skills measured:

- Plan and Configure a Microsoft Teams environment
- Manage chat, calling, and meetings
- Manage Teams and app policies

Knowledge and experience:

This exam measures your ability to accomplish the following technical tasks: plan and configure a Teams environment; manage chat, calling, and meetings; and manage Teams and app policies.

Certification

Pass certification exam **MS-700** to earn this certification



Microsoft 365 Certified:

Microsoft Teams Administrator Associate

Microsoft Teams Administrators configure, deploy, and manage Office 365 workloads for Teams that focus on efficient and effective collaboration and communication in an enterprise environment.



Teams Administrator Associate

Get started at M365Certs_TeamsAdmin



Start hereDecide if this is the right certification for you

This certification is a good fit if:

 You're an administrator or an IT professional.

OR

You're responsible for activities including planning, deploying, and managing Microsoft Teams chat, apps, channels, meetings, audio conferencing, live events, and calling; you collaborate with telephony engineers to integrate advanced voice features into Microsoft Teams.

Not right for you?

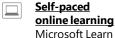
Upskill with recommended training

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OR

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Skills outline guide



OR



Instructor-led training
Course MS-700T00-A:
Managing Microsoft Teams
(4 days)

Pass exams

Pass required exam to earn your certification

Exam MS-700 Managing Microsoft Teams



Microsoft 365 Certified: Teams Administrator Associate

Microsoft Teams
Administrators configure,
deploy, and manage Office
365 workloads for Microsoft
Teams that focus on efficient
and effective collaboration
and communication in an
enterprise environment.

Microsoft Teams
Administrators must be able to plan, deploy, and manage Teams: chat, apps, channels, meetings, audio conferences, live events, and calls.

Continue to grow

Explore these certifications next

Other tracks (Associate)

- Microsoft 365 Messaging Administrator Associate
- Microsoft 365 Modern <u>Desktop Administrator</u> Associate
- Microsoft 365 Security Administrator Associate

Next level (Expert)

• Microsoft 365 Enterprise Administrator Expert



Teams Support Engineer Specialty

Get started at M365Certs_TeamsSupportEngineer

Who is this certification for?

Ideal candidates for this certification are support engineers who support Microsoft Teams environments.

Exam details



Troubleshooting Microsoft Teams

Skills measured:

- Troubleshoot Microsoft Teams voice issues
- Troubleshoot issues with Microsoft Teams meetings and live events
- · Troubleshoot federation issues
- Troubleshoot issues signing into Microsoft Teams
- Troubleshoot teams and channels
- · Troubleshoot issues with files

Download certification skills outline

Knowledge and experience:

Candidates should have significant exposure to unified communications and hands-on experience with Microsoft Teams. In addition, candidates should have networking knowledge of Azure fundamentals, telephony, PowerShell, data storage technologies, APIs, app security, authentication and authorization, security, and compliance information, debugging, performance tuning, and monitoring.

Certification

Pass certification exam **MS-740** to earn this certification



Microsoft 365 Certified:

<u>Microsoft Teams Support</u>

<u>Engineer Specialty</u>

Microsoft Teams Support Engineers troubleshoot deployments, tune performance, collect and analyze telemetry and log data, and manage Teams environments.



Teams Support Engineer Specialty

Get started at M365Certs_TeamsSupportEngineer



Start here

Decide if this is the right certification for you

This certification is a good fit if:

• You're an administrator or an IT professional.

OR

• You're responsible for activities including supporting and troubleshooting Microsoft Teams environments.

Not right for you?

OR

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Microsoft 365 Fundamentals

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certifications

Upskill with recommended training

Skills outline guide

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Pass exams

Pass required exam to earn your certification

> Exam MS-740: Troubleshooting Microsoft Teams



Microsoft 365 Certified: **Microsoft Teams Support Engineer Specialty**

Microsoft Teams Support **Engineers troubleshoot** deployments, tune performance, collect and analyze telemetry and log data, and manage Teams environments.

Continue to grow

Explore these certifications next

Other tracks (Associate)

 Microsoft 365 Certified: **Teams Administrator** Associate



Resources

Microsoft Vendor page

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Microsoft Skilling

NetCom/Skilling Progarm

Learning Passport

NetCom/Learning Passport

Microsoft ebook

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