

Microsoft® Elevate America



Upgrade Your Skills Today with Free Online Certification from Microsoft.

How to obtain a Microsoft Office 2007 voucher (2 applications per course) *and tomorrow*

1. Microsoft 2007 courses offered through Elevate America are **WORD, EXCEL, POWERPOINT, OUTLOOK** and **ACCESS**. To apply for one of these courses, log on to the below website and submit an application. Under voucher type drop down menu, selection **INFORMATION WORKER/E-LEARNING**.
2. In addition, you must obtain a Microsoft exam vouchers for every course you applied for by completing an additional application and choose **MICROSOFT BUSINESS CERTIFICATION EXAMS 2007** from the drop down menu during the application process.

How to obtain a Microsoft IT Professional voucher (1 application per course)

1. Microsoft IT Professional courses offered through Elevate America are Microsoft **2008 MCITP, Microsoft SQL, Microsoft Share Point, Microsoft Visual Basic**, and others.
2. To apply for one of these courses, log on to the below website and submit an application. Under voucher type drop down menu, select **IT PROFESSIONAL STANDARD and EXTENDED LIBRARY**. No exam vouchers are currently available for IT Professional courses. For a complete list of IT Professional online training courses, select the "Help" link next to the voucher drop down box.

Sign Up Today for Your Free Online Computer Training!

<http://elevateamerica.floridajobs.org>

For more information contact:

Rebekkah Heaton

(850) 913-3263

rheaton@gcwb.org

Please allow 24 hours for application processing. You will receive your vouchers via the email address provided during the application process.

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