

Course Code: TGS-2024048314

WSQ - SharePoint Online for End Users

Funding Available: WSQ SkillsFuture Credit PSEA UTAP SFEC Absentee Payroll MCES

COURSE INFORMATION

Sessions
2 days

Duration
16 hrs

Level
Beginner

Assessment
2 hrs

VENUE

12 Woodlands Square #07-85/86/87 Woods Square Tower 1, Singapore 737715. 5 mins walk from Woodlands (NS9) MRT station.

The venue is disabled-friendly.

WHAT'S THIS COURSE ABOUT

Topic 1: Get Started on SharePoint Online

Overview of SharePoint Online

Create a team site.

Create a communication site.

Change site theme and logo.

Customize the site header.

Modify the site menu.

Choose a navigation layout for a team site.

Set communication site navigation options.

Change the communications site footer settings.

Hub sites: The basics

Create a hub site.

Associate a site with a hub.

Add site links to the hub menu.

Create a mega menu.

Topic 2...

WSQ FUNDING

Full Fee S\$800.00 Before GST

GST S\$72.00 9% of fee

Baseline Nett S\$472.00 SG/PR age 21+ · 50% funded · incl. GST

MCES / SME Nett S\$312.00 SG age 40+ · 70% funded · incl. GST

CERTIFICATION

- **Certificate of Completion from Tertiary Infotech** - Upon meeting at least 75% attendance and passing the assessment(s), participants will receive a Certificate of Completion from Tertiary Infotech.
- **OpenCerts from SkillsFuture Singapore** - After passing the assessment(s) and achieving at least 75% attendance, participants will receive an OpenCert (aka Statement of Achievement) from SkillsFuture Singapore, certifying that they have achieved the Competency Standard(s) in the above Skills Framework.

REGISTRATION

<https://www.tertiarycourses.com.sg/wsq-sharepoint-online-for-end-users.html>



SCAN TO REGISTER

SUPPORT

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