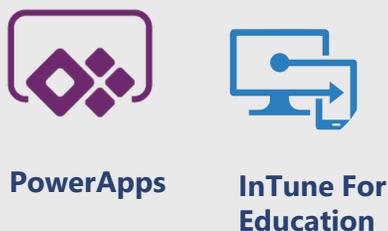# Microsoft K-12 & Higher Education Training

Microsoft is committed to Education and supports lifelong learning through a variety of free training and resource programs. The Microsoft Store Customer Success Training (CST) Program provides group and personalized remote training for K-12 and Higher Education organizations. These programs compliment other partner, community, and Microsoft Education team led learning, certifications, and skills development offerings.

Our training catalog includes, but is not limited to, the following:

End User Training – Course Catalog

Windows	**Accessibility tools for the classroom**	**Teams for Education**	**OneNote Class Notebook**	**OneDrive**	**Forms**	**Microsoft Innovative Educator**
Minecraft Education Edition	**Flipgrid**	**Sway**	**Outlook (including Mobile)**	**PowerPoint**	**Excel**	**Word**

IT Admin – Course Catalog

PowerApps	**InTune For Education**

Student/Parent – Course Catalog*

Stem & Coding	**Creativity**	**Community**	**Museums**	**Travel**

*Scheduled Event categories & topics available at Microsoft.com/Workshops

Have a question? Email the Microsoft Store Education Alliance Customer Team at **MicrosoftStoreAC@Microsoft.com**.

Microsoft

Course Descriptions

Windows
An introductory course to key features in both Windows 10 and Microsoft 365. The training will introduce University Design for Learning (UDL) which includes tools for presenting information in different ways, tools for approaching information in different ways and options for increasing student engagement.

Accessibility in Education
Making a learning environment accessible for everyone is a must as today's classrooms are diverse and include English Language Learners and students with special needs. In fact, teachers already have technologies built into Office 365 and Windows to help with this at their disposal. This session will help teachers recognize just how easy it is to ensure that all learning materials are accessible to everyone.

Microsoft Teams in Education
This workshop introduces educators to the basics of Teams, readying them for collaboration with others and initiating the conversation about instructional use of the platform. Learn how to navigate Microsoft Teams and the core educational features of assignment distribution and grading.

OneNote Class Notebook
In OneNote Class Notebook students can collaborate, design, construct, plan, and curate in a tool that provides the features and options to be successful. With a teacher-guided framework that allows for content distribution, grading, LMS integration, and quick feedback cycles, OneNote Class Notebook is changing the scope of learning in classrooms around the world.

Microsoft OneDrive
Microsoft 365 makes it easy to access, share, and collaborate on files from anywhere with Microsoft OneDrive. Available on mobile, web, and even your desktop*, learn how to securely store and access your files from any device.
*OneDrive Desktop is available on Window 10 and Mac OSX

Forms
Learn how to create digital polls or quizzes with Microsoft Forms. For both formative and summative assessment, Microsoft Forms is easy to use to create impactful questions to pose to your students. Once Forms are submitted, you can visually see the responses and work with the data in Excel.

Microsoft Innovative Educator
Choose from any of the courses and learning paths available to learn how to use Microsoft tools in the classroom to create innovative and inspiring lesson plans. Discover how to join a community of educators world-wide and learn, share, and grow together.

Minecraft: Education Edition
In this course, attendees will explore how Minecraft: Education Edition supports teaching and learning through a game-based interface that promotes creativity, collaboration, and problem-solving in an immersive environment where the only limit is the learner's imagination.

Flipgrid
Building student relationships and allowing students to have a voice is important in building a classroom community. Learn how Flipgrid can connect educators to students and students to each other in all learning environments. Learn some best practices with making Flipgrid a part of your day-to-day student engagement.

Sway
Make a modern presentation in Sway where you bring your content and Sway does the designing. Make a polished newsletter or create content for a flipped classroom with Sway.

Microsoft Outlook, PowerPoint, Excel, Word
Whether focused training on each tool or an overview of the latest features across the tools is needed, this customizable workshop will cover how to use the many useful apps included in the Office 365 suite. Learn how Office 365 keeps classrooms organized and on task. Learn how to use tools that will support remote learning and beyond with features like Editor in Word, Quick Analysis in Excel, or Live Presentations in PowerPoint.

OETC

Request a quote or learn more about M365:

oetc.org/get-started-m365

Why buy M365 through OETC?

Microsoft licensing expertise
OETC can help find the best option at the right price for your school, college or institution.

Discount pricing for education
Aggressive negotiation on behalf of our consortium gets us special pricing, discounts and incentives available only to members.

Dedicated support and assistance
Our support team is always just a call away. Get your problems solved by real people in minutes.

Nonprofit values and community
As a nonprofit, OETC is dedicated to making educational technology affordable and accessible to all.