

Course Code: C1014

## Microsoft Sharepoint Online Training

### COURSE INFORMATION

Sessions  
1 day

Duration  
7.5 hrs

Level  
Beginner

Assessment  
NA

#### 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

Manage Files on Sharepoint Online

Topic 2 Manage Sharepoint Sites

Create and Manage Content for Sharepoint Sites

Manage Lists

Topic 3 Integration with Power Automate

Create Power Automate for a List

Setup Approval Workflow

### COURSE FEE

Full Fee S\$350.00 Before GST

GST S\$31.50 9% of fee

Total Payable S\$381.50 Including 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.

## REGISTRATION

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<https://www.tertiarycourses.com.sg/microsoft-sharepoint-online-essential-training.html>



SCAN TO REGISTER

## SUPPORT

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