

Resource Guide For Microsoft Exam 70 673

Combining two books in one, Microsoft Word Introduction and Certification Study Guide serves as a training guide for Microsoft Word and a study guide for the Word Certification Exam. Students, professionals, beginners and more experienced users alike can all benefit from this manual. Learn how to create well-formatted, high-quality documents by following along with chapters that focus on six exam topics. These topics closely follow what is needed to ace the exam but also provide comprehensive information for everyday Word users. Careful descriptions and helpful tips for when and how to use important features are provided. Images and screenshots make the steps easy to follow and remember. Each topic starts out with the basics and builds to more complicated steps. Those taking the exam will find practical tips on how to locate a testing center, register for the exam, and get the best score possible, along with study materials including practice exam software and video tutorials for every outcome in the book. Whatever your reason for studying Word, this manual will develop your skills, bolster gaps in your knowledge, and give you the confidence to get certified. Why certification is important Microsoft Word Certification is an easily verifiable way to showcase your willingness to learn new skills and software, and it provides a myriad of other benefits as well. Not only can certification enhance your Word skills, it can help you get hired, boost academic performance, prepare for the demands of a job, open doors to career opportunities, and be more productive and confident working on projects at school, home, or work. Microsoft Word (Microsoft 365 Apps and Office 2019) certification is the first step to prove your skill level and open doors to career opportunities. Outline of the book The dual nature of this book helps you build a strong foundation in Word and prepares you for the exam. The first chapter gets you started right away opening Word and learning about the user interface and important terminology. For those interested in taking the exam, it includes how to register for the exam and find an exam center, tips on using your time wisely during the exam, and information on scores and retaking the exam. The next six chapters cover all of the topics you need to become proficient in Word and coincide with the objective domain categories in the Microsoft Word Certification Exam: Manage Documents; Insert and Format Text, Paragraphs, and Sections; Manage Tables and Lists; Create and Manage References; Insert and Format Graphic Elements; and Manage Document Collaboration. Short video tutorials are included for every single outcome in the book, 95 in all, for when you need extra help or learn best by observation. Word practice exam software included Unlike any other Word exam manual available, this book includes Word practice exam software. The final chapter focuses on the practice exam software, which closely mimics the format of the real exam. Custom-built and specially designed by SDC Publications, this practice exam software can be taken multiple times so you are comfortable with the real test software, how to mark and return to questions, question format, live in-application steps, and how the results are presented. Study materials for all learning styles • Custom-made Practice Exam Software • 95 short narrated video tutorials for every outcome in the book • End-of-chapter self-exam and review questions • 75 Flashcards • Exam Day Study Guide About the author Daniel John Stine AIA, CSI, CDT, is a registered architect with over twenty years of experience in the field of architecture. Throughout these years of professional practice, Stine has leveraged many of the Microsoft Office products to organize and manage complex projects. In addition to Microsoft Office certification study guides, Stine has written multiple books on architectural design software, all written using Microsoft Word and published by SDC Publications

The must-have preparation guide for MCA Modern Desktop certification—covers the new Exam MD-101: Managing Modern Desktops! Microsoft's Modern Desktop integrates Windows 10, Office 365, and advanced security capabilities. Microsoft 365 Certified Associate (MCA) Modern Desktop certification candidates need to be familiar with Microsoft 365 workloads and demonstrate proficiency in deploying, configuring, and maintaining Windows 10 and non-Windows devices and technologies. The new Exam MD-101: Managing Modern Desktops measures candidate's ability to deploy and update operating systems, manage policies and profiles, manage and protect devices, and manage apps and data. Candidates are required to know how to perform a range of tasks to pass the exam and earn certification. The MCA Modern Desktop Administrator Study Guide: Exam MD-101 provides in-depth examination of the complexities of Microsoft 365. Focusing on the job role of IT administrators, this clear, authoritative guide covers 100% of the new exam objectives. Real-world examples, detailed explanations, practical exercises, and challenging review questions help readers fully prepare for the exam. Sybex's comprehensive online learning environment—in which candidates can access an assessment test, electronic flash cards, a searchable glossary, bonus practice exams, and videos for chapter exercises—is included to provide comprehensive exam preparation. Topics include: Planning and implementing Windows 10 using dynamic deployment and Windows Autopilot Upgrading devices to Windows 10 and managing updates and device authentication Managing access policies, compliance policies, and device and user profiles Implementing and managing Windows Defender and Intune device enrollment Deploying and updating applications and implementing Mobile Application Management (MAM) The move to Windows 10 has greatly increased the demand for qualified and certified desktop administrators in corporate and enterprise settings. MCA Modern Desktop Administrator Study Guide: Exam MD-101: Managing Modern Desktops is an invaluable resource for IT professionals seeking MCA certification.

The ideal on-the-job reference guide for project managers who use Microsoft Project 2010 This must-have guide to using Microsoft Project 2010 is written from a real project manager's perspective and is packed with information you can use on the job. The book explores using Project 2010 during phases of project management, reveals best practices, and walks you through project flow from planning through tracking to closure. This valuable book follows the processes defined in the PMBOK® Guide, Fourth Edition, and also provides exam prep for Microsoft's MCTS: Project 2010 certification. Explains Microsoft Project 2010, the leading software tool for project managers Shows working project managers practical ways to use Project 2010 on the job Delves into project planning, tracking, reporting, and project closure, and explores best practices for all phases of planning Reveals new software features, including tools that show what factors are affecting the schedule, a "what-if" scenario builder, and how slippages affect other aspects of the project Follows processes and procedures from The Guide to Project Management Body of Knowledge (PMBOK®), Fourth Edition Covers the skill set required for the MCTS: Microsoft Project 2010, Managing Projects certification, so you can use this book for exam prep This valuable book follows the processes defined in the PMBOK Guide, Fourth Edition, and also provides exam prep for Microsoft's MCTS: Project 2010, Managing Projects certification. Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file. (PMBOK is a registered mark of the Project Management Institute, Inc.)

Become a proficient Microsoft Azure solutions architect Azure certifications are critical to the millions of IT professionals Microsoft has certified as MCSE and MCSA in Windows Server in the last 20 years. All of these professionals need to certify in key Azure exams to stay current and advance in their careers. Exams AZ-303 and AZ-304 are the key

solutions architect exams that experienced Windows professionals will find most useful at the intermediate and advanced points of their careers. Microsoft Azure Architect Technologies and Design Complete Study Guide Exams AZ-303 and AZ-304 covers the two critical Microsoft Azure exams that intermediate and advanced Microsoft IT professionals will need to show proficiency as their organizations move to the Azure cloud. • Understand Azure • Set up your Microsoft Cloud network • Solve real-world problems • Get the confidence to pass the exam By learning all of these things plus using the Study Guide review questions and practice exams, the reader will be ready to take the exam and perform the job with confidence.

Exam MD-101

Word Associate Exam MO-100

Exam MS-700

Project Management Using Microsoft Projects 2016

MCA Microsoft Office Specialist (Office 365 and Office 2019) Complete Study Guide

MCA Modern Desktop Administrator Study Guide with Online Labs

Quickly preps technical and non-technical readers to pass the Microsoft AZ-900 certification exam Microsoft Certified Azure Fundamentals Study Guide: Exam AZ-900 is your complete resource for preparing for the AZ-900 exam. Microsoft Azure is a major component of Microsoft's cloud computing model, enabling organizations to host their applications and related services in Microsoft's data centers, eliminating the need for those organizations to purchase and manage their own computer hardware. In addition, serverless computing enables organizations to quickly and easily deploy data services without the need for servers, operating systems, and supporting systems. This book is targeted at anyone who is seeking AZ-900 certification or simply wants to understand the fundamentals of Microsoft Azure. Whatever your role in business or education, you will benefit from an understanding of Microsoft Azure fundamentals. Readers will also get one year of FREE access to Sybex's superior online interactive learning environment and test bank, including hundreds of questions, a practice exam, electronic flashcards, and a glossary of key terms. This book will help you master the following topics covered in the AZ-900 certification exam: Cloud concepts Cloud types (Public, Private, Hybrid) Azure service types (IaaS, SaaS, PaaS) Core Azure services Security, compliance, privacy, and trust Azure pricing levels Legacy and modern lifecycles Growth in the cloud market continues to be very strong, and Microsoft is poised to see rapid and sustained growth in its cloud share. Written by a long-time Microsoft insider who helps customers move their workloads to and manage them in Azure on a daily basis, this book will help you break into the growing Azure space to take advantage of cloud technologies.

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Advance your everyday proficiency with Excel 2016. And earn the credential that proves it! Demonstrate your expertise with Microsoft Excel! Designed to help you practice and prepare for Microsoft Office Specialist (MOS): Excel 2016 Core certification, this official Study Guide delivers: In-depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands-on tasks to practice what you've learned Practice files and sample solutions Sharpen the skills measured by these objectives: Create and manage worksheets and workbooks Manage data cells and ranges Create tables Perform operations with formulas and functions Create charts and objects About MOS A Microsoft Office Specialist (MOS) certification validates your proficiency with Microsoft Office programs, demonstrating that you can meet globally recognized performance standards. Hands-on experience with the technology is required to successfully pass Microsoft Certification exams.

MCA Microsoft Office Specialist (Office 365 and Office 2019) STUDY GUIDE Your complete guide to preparing for the Microsoft Office Specialist Excel exam The MCA Microsoft Office Specialist (Office 365 and Office 2019) Study Guide: Excel Associate Exam MO-200 is your one-stop resource for preparing you to earn the Excel Associate certification. The exam measures your competencies in the fundamentals of Excel. This guide starts you off with an assessment test to measure what you already know and what you still need to learn. Then you move into professional scenarios and examples, practical exercises, and challenging chapter review questions. Finally, you can reinforce and retain what you've learned with the Sybex online learning environment and test bank. Get prepared for the Excel Associate Exam with Sybex. Coverage of 100% of all exam objectives in this Study Guide means you'll be ready to: Create and manage worksheets and workbooks Apply formulas and functions Populate tables with data Create and edit a workbook with multiple sheets Add a graphic element to represent data visually Interactive learning environment Take your exam prep to the next level with Sybex's superior interactive online study tools. To access our learning environment, simply visit www.wiley.com/go/sybextestprep, register your book to receive your unique PIN, and instantly gain one year of FREE access after activation to: Interactive test bank with a practice exam to help you identify areas where further review is needed. Get more than 90% of the answers correct, and you're ready to take the certification exam. 100 electronic flashcards to reinforce learning and last-minute prep before the exam. Comprehensive glossary in PDF format gives you instant access to the key terms so you are fully prepared.

Master one of the most essential skill sets for the contemporary office As Microsoft Office becomes ever more ubiquitous in modern offices across the world, competence and familiarity with its intricacies is more important than ever. Now you can set yourself apart from the pack and prove your skills with the Microsoft Office Specialist certification. The MCA Microsoft Office Specialist (Office 365 and Office 2019) Complete Study Guide : Word Associate Exam MO-100, Excel Associate Exam MO-200, and PowerPoint Associate Exam MO-300 delivers a comprehensive roadmap to achieving the certification with easy-to-follow instruction for each of the three required proficiencies: Word, Excel, and PowerPoint. You'll enjoy access to chapter review questions and Exam Essentials, a feature that identifies critical subject areas. Discover practical, hands-on exercises that prepare you for real-world roles and jobs, and gain valuable experience as you reinforce key Microsoft Office skills that you'll be expected to demonstrate in job interviews and your day-to-day professional life. Learn to manage and create text documents in Word, perform operations with formulas in Excel, and create engaging slideshows and presentations in PowerPoint. This practical book also provides: Fully updated information for the latest Microsoft Office Specialist certification exams covering Microsoft Office 365 Access to new career opportunities with a professional certification that's relevant to virtually any office environment Access to the Sybex online study tools, with chapter review questions, full-length practice exams, hundreds of electronic flashcards, and a glossary of key terms The MCA Microsoft Office Specialist (Office 365 and Office 2019) Complete Study Guide offers crystal-clear organization, comprehensive coverage, and easy-to-understand instruction. It's perfect for anyone who hopes to prove their skills with the Microsoft Office Specialist certification or to improve their mastery of Microsoft Office 365.

MOS Study Guide for Microsoft PowerPoint Exam MO-300

A Training and Reference Guide for Project Managers Using Standard, Professional, Server, Web Application and Project Online for Office 365

MCA Modern Desktop Study Guide with Online Labs

Exam 70-698 and Exam 70-697

Manage, monitor, and respond to threats using Microsoft Security Stack for securing IT systems

Project 2010 Project Management

MOS 2016 Study Guide for Microsoft Word

Prepare for Microsoft Exam 70-761—and help demonstrate your real-world mastery of SQL Server 2016 Transact-SQL data management, queries, and database programming. Designed for experienced IT professionals ready to advance their status, Exam Ref focuses on the critical-thinking and decision-making acumen needed for success at the MCSA level. Focus on the expertise measured by these objectives:

- Filter, sort, join, aggregate, and modify data
- Use subqueries, table expressions, grouping sets, and pivoting
- Query temporal and non-relational data, and output XML or JSON
- Create views, user-defined functions, and stored procedures
- Implement error handling, transactions, data types, and nulls

This Microsoft Exam Ref:

- Organizes its coverage by exam objectives
- Features strategic, what-if scenarios to challenge you
- Assumes you have experience working with SQL Server as a database administrator, system engineer, or developer
- Includes downloadable sample database and code for SQL Server 2016 SP1 (or later) and Azure SQL Database

Querying Data with Transact-SQL About the Exam Exam 70-761 focuses on the skills and knowledge necessary to manage and query data and to program databases with Transact-SQL in SQL Server 2016. About Microsoft Certification Passing this exam earns you credit toward a Microsoft Certified Solutions Associate (MCSA) certification that demonstrates your mastery of essential skills for building and implementing on-premises and cloud-based databases across organizations. Exam 70-762 (Developing SQL Databases) is also required for MCSA: SQL 2016 Database Development certification. See full details at: microsoft.com/learning

Welcome! Congratulations on taking the first important step towards preparing for the Exam! This book is a quick Reference Guide created for the PSU (Professional Scrum with User Experience) Examinations. The guide highlights all the important information present on :

- 1) The Scrum Guide Nov 2020
- 2) The Book Lean UX: Designing Great Products with Agile Teams by Jeff Gothelf and Josh Seiden.

The Guide also contains Questions and Answers which will help you prepare for the PSU Exam. The PSU I certification assessment focuses primarily on validating that one has a fundamental level of understanding about how to integrate modern UX practices into Scrum and to work effectively within Scrum Teams. Note:

- 1) Information and Content found on the Scrum Guide is repeated on this Reference guide.
- 2) This Reference guide is not a text book or a replacement to the Scrum Guide or to the Lean UX book. It's simply your workbook which has content (present on the Scrum guide and on the Lean UX Book) presented systematically to understand and memorize for the exam.
- 3) The Reference guide also has questions and answers which will help you prepare for the PSU exam.
- 4) Your feedback is much appreciated. Please feel free to email ScrumReferenceGuides@gmail.com in case of any questions.
- 5) % of the book is available for you to see before you buy it in the "Look Inside" Amazon Feature. This will help you understand exactly what you are buying.

The Scrum.org the PSU (Professional Scrum with User Experience) is 60-minute time boxed assessments where you will answer 80 multiple choice questions (in English), similar to the Scrum Open Assessment. You get one attempt (upon payment of fee) and you decide when and where to the exam. There is no expiration date. You are not required to attend an assessment center and can take it from the comfort of your own home. If you do not pass the exam, you can retake the exam, however you would have to pay the fees again. Following are the steps for taking (and passing) the Scrum.org the PSU (Professional Scrum with User Experience) assessment and obtaining the certification:

1. If you are new to Scrum and have never been part of a Scrum team, taking a course is recommended. Attend a Scrum.org Professional Scrum Master or Professional Scrum Product Owner course and review these notes upon completion of the course.
2. Read the Scrum Guide and Lean UX book together with this Reference book. The Scrum Guide is extremely condensed and thus we have decomposed and categorized the most important information present on the Scrum Guide in this Reference Guide.
3. All the important information present in the SCRUM Guide is in this quick Reference Guide.
4. Read the Book Lean UX: Designing Great Products with Agile Teams by Jeff Gothelf and Josh Seiden
5. Go through the questions and answers at the bottom of the book.
6. Take the Scrum Open Assessment (<https://www.scrum.org/open-assessments>) until you can do the assessment quickly and score close to 100% three times in a row.

This training and reference guide provides a comprehensive coverage of Project Management theory that is applied to the use of Microsoft Project 2016, from the project manager's perspective. Our debut of Project Management Using Microsoft Project 2013 was well received by the project management community in over 25 countries. It has been so successful that we decided to convert that work to our new version for Project Management Using Microsoft Project 2016. We have improved the hands-on exercises with new features, we have re-captured the screen images in larger, improved quality and higher resolution. We have also added the new features in Microsoft Project 2016, especially the new Resource Engagement feature. This text has been created to serve as a comprehensive reference and training guide that presents the main principles of project management theory which is then applied to the best practices of using Microsoft Project 2016. When used cover-to-cover, this text serves as a comprehensive guide to running a project from definition and initiation thru execution and closeout, accompanied with hands-on guidance that shows how to effectively apply project management principles to the use of Microsoft Project. The hands-on exercises are delivered in appropriate detail that provide detailed, step-by-step illustrations, supported

by actual Microsoft Project files that can be download from our training web page. This is the same training material that we use to deliver all our Microsoft Project 2016 training for our clients. Each chapter begins with a list of learning objectives and finishes with 25-50 questions that reinforce the learning that occurs throughout each chapter. For academic audiences, we provide the answer key for all questions and supporting PowerPoint slides for instructors. This training material and reference is also an excellent preparation guide for passing the Microsoft certification Exam 74-343: "Managing Projects with Microsoft Project 2016" [See: Microsoft Exam 74-343: <https://www.microsoft.com/en-us/learning/exam-74-343.aspx>] This guide has been created to serve as the most comprehensive reference and training guide available, assembling content and best practices honed over our many years of Microsoft Project and general project management training. Many training guides on technology are primarily manuals on features and functions of the software. The goal of this book is to show why those features and functions are important from a project management standpoint (based on PMI's Project Management Body of Knowledge, PMBOK), and then demonstrate how to effectively leverage that value in the use of Microsoft Project 2016. The information in this book was selected based on Project Assistants' 21+ years of project management consulting, Microsoft Project training, and managing real projects with Microsoft Project with real clients in real project scenarios. This book is one-of-a-kind that covers Microsoft Project from the desktop all the way thru the enterprise capabilities, including specific training for: * Microsoft Project 2016 Standard * Microsoft Project 2016 Professional * Microsoft Project Server 2016 * Microsoft Project Web Application (PWA) * Microsoft Project Online for Office 365

This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Advance your everyday proficiency with Word 2016 and earn the credential that proves it! Demonstrate your expertise with Microsoft Word! Designed to help you practice and prepare for Microsoft Office Specialist (MOS): Word 2016 Core certification, this official Study Guide delivers:

- In-depth preparation for each MOS objective
- Detailed procedures to help build the skills measured by the exam
- Hands-on tasks to practice what you've learned
- Practice files and sample solutions

Sharpen the skills measured by these objectives:

- Create and manage documents
- Format text, paragraphs, and sections
- Create tables and lists
- Create and manage references
- Insert and format graphic elements

About MOS A Microsoft Office Specialist (MOS) certification validates your proficiency with Microsoft Office programs, demonstrating that you can meet globally recognized performance standards. Hands-on experience with the technology is required to successfully pass Microsoft Certification exams.

MCSA: Windows 10 Complete Study Guide

Advance your Microsoft Security & Compliance services knowledge and pass the SC-400 exam with confidence

Microsoft Office XP Exam Reference Pocket Guide

Excel Associate Exam MO-200

Microsoft Security Operations Analyst Exam Ref SC-200 Certification Guide

MCSA Microsoft Windows 8.1 Complete Study Guide

A pragmatic guide to achieving the Azure administration certification

Discover how to implement information protection, data loss prevention, and information governance within Microsoft 365 Key Features Design, implement, and administer Microsoft Information Protection Implement data loss prevention to minimize the risk of data exfiltration Use Information Governance capabilities to ensure that data is stored in your environment for as long as necessary **Book Description** Cloud technologies have massively increased the amount of data being produced and the places in which this data is stored. Without proper planning and discipline in configuring information protection for your data, you may be compromising information and regulatory compliance. **Microsoft Information Protection Administrator SC-400 Certification Guide** begins with an overview of the SC-400 exam, and then enables you to envision, implement, and administer the Information Protection suite offered by Microsoft. The book also provides you with hands-on labs, along with the theory of creating policies and rules for content classification, data loss prevention, governance, and protection. Toward the end, you'll be able to take mock tests to help you prepare effectively for the exam. By the end of this Microsoft book, you'll have covered everything needed to pass the SC-400 certification exam, and have a handy, on-the-job desktop reference guide. **What you will learn** Understand core exam objectives to pass the SC-400 exam with ease Find out how to create and manage sensitive information types for different types of data Create and manage policies and learn how to apply these to Microsoft 365 SaaS applications Broaden your knowledge of data protection on M365 Discover how to configure and manage the protection of your data in M365 Monitor activity regarding data access in M365 Understand and implement Data Governance in M365 **Who this book is for** If you are a compliance administrator, Microsoft 365 Administrator, or Information Protection Administrator who wants to improve their knowledge of Microsoft Security & Compliance services, then this book is for you. This book is also ideal for anyone looking to achieve the SC-400 Information Protection Associate Administrator certification.

Project Management Using Microsoft Project 2016 A Training and Reference Guide for Project Managers Using Standard, Professional, Server, Web Application and Project Online for Office 365

Discover how to plan a Microsoft Teams deployment within a business environment and manage Teams administrative functions on a day-to-day basis Key Features Plan and design your Microsoft Teams deployment Prepare, deploy, and manage policies for Microsoft Teams and for apps within Teams Pass the MS-700 exam and achieve certification with the help of self-assessment questions and a mock exam **Book Description** Do you want to build and test your proficiency in the deployment, management, and monitoring of Microsoft Teams features within the Microsoft 365 platform? **Managing Microsoft Teams: MS-700 Exam Guide** will help you to effectively plan and implement Microsoft Teams using the Microsoft 365 Teams admin center and Windows PowerShell. You'll also discover best practices for rolling out and managing MS services for Teams users within your Microsoft 365 tenant. The chapters are divided into three easy-to-follow parts: planning and

design, feature policies and administration, and team management, while aligning with the official MS-700 exam objectives to help you prepare effectively for the exam. The book starts by taking you through planning and design, where you'll learn how to plan migrations, make assessments for network readiness, and plan and implement governance tasks such as configuring guest access and monitoring usage. Later, you'll understand feature administration, focusing on collaboration, meetings, live events, phone numbers, and the phone system, along with applicable policy configurations. Finally, the book shows you how to manage Teams and membership settings and create app policies. By the end of this book, you'll have learned everything you need to pass the MS-700 certification exam and have a handy reference guide for MS Teams. What you will learn Explore Security & Compliance configuration options for Teams features Manage meetings, calls, and chat features within Microsoft Teams Find out how to manage phone numbers, systems, and settings in Teams Manage individual team settings, membership, and guest access Create policies for Microsoft Teams apps and features Deploy access reviews and dynamic team membership Who this book is for This Microsoft Teams book is for IT professionals who want to achieve Microsoft 365 Certified: Teams Administrator Associate certification. Familiarity with the principles of establishing and administering the core features and services within a Microsoft 365 tenant and a basic understanding of Microsoft Teams features are required before getting started with the book. Prior knowledge of other Microsoft 365 workloads such as Security & Compliance will also be beneficial.

Advance your everyday proficiency with Excel! And earn the credential that proves it! Demonstrate your expertise with Microsoft Excel! Designed to help you practice and prepare for Microsoft Office Specialist: Excel Associate (Excel and Excel 2019) certification, this official Study Guide delivers: In-depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands-on tasks to practice what you've learned Ready-made practice files Sharpen the skills measured by these objectives: Manage Worksheets and Workbooks Manage Data Cells and Ranges Manage Tables and Table Data Perform Operations by Using Formulas and Functions Manage Charts About MOS A Microsoft Office Specialist (MOS) certification validates your proficiency with Microsoft Office programs, demonstrating that you can meet globally recognized performance standards. Hands-on experience with the technology is required to successfully pass Microsoft Certification exams.

Word Exam MO-100, Excel Exam MO-200, and PowerPoint Exam MO-300

MCSE Instructor Resource Manual (70-215)

MS-700 Managing Microsoft Teams Exam Guide

Microsoft Identity and Access Administrator Exam Guide

Exam 98-375 HTML5 Application Development Fundamentals

Microsoft Word Introduction and Certification Study Guide (Microsoft 365 Apps and Office 2019)

Exam 70-697

Navigate Microsoft Azure cloud services like storage, security, networking, and compute cloud capabilities with ease and pass the AZ-104 exam while developing skills for daily use Key Features Get to grips with AZ-104 exam topics like infrastructure and applications to help with Azure administration Experience Azure through practical labs based on real-world administrative tasks Learn practical management tips from experienced professionals Book Description Exam Ref AZ-104 Microsoft Azure Administrator Certification and Beyond covers all the exam objectives and will help you to earn the Microsoft Azure Administrator certification with ease. Whether you're studying to pass the AZ-104 exam or just want hands-on experience in administering Azure, this AZ-104 study guide will help you to achieve your objectives. This book covers the latest Azure features and capabilities around configuring, managing, and securing Azure resources. Adhering to Microsoft's AZ-104 exam syllabus, this guide is divided into five modules. The first module will show you how to manage Azure identities and governance. You'll find out how to configure Azure subscription policies at the Azure subscription level and use Azure policies for resource groups. After that, the book covers techniques related to implementing and managing storage in Azure, enabling you to create and manage Azure Storage, including File and Blob storage. In the second module, you'll learn how to deploy and manage Azure compute resources. The third and fourth modules will teach you about configuring and managing virtual networks and monitoring and backing up Azure resources. Finally, you'll work through mock tests, with answers provided, to prepare for this exam. By the end of this book, you'll have the skills needed to pass the AZ-104 exam and be able to expertly manage Azure. What you will learn Manage Azure Active Directory users and groups along with role-based access control (RBAC) Discover how to handle subscriptions and implement governance Implement and manage storage solutions Modify and deploy Azure Resource Manager templates Create and configure containers and Microsoft Azure app services Implement, manage, and secure virtual networks Find out how to monitor resources via Azure Monitor Implement backup and recovery solutions Who this book is for This book is for cloud administrators, engineers, and architects looking to understand Azure better and gain a firm grasp on administrative functions or anyone preparing to take the Microsoft Azure Administrator (AZ-104) exam. A basic understanding of the Azure platform is needed, but astute readers can comfortably learn all the concepts without having worked on the platform before by following all examples in the book.

Virtual, hands-on learning labs allow you to apply your technical skills using live hardware and software hosted in the cloud. So Sybex has bundled Microsoft 365 Certified Associate (MCA) Modern Desktop from Practice Labs, the IT Competency Hub, with our popular MCA Modern Desktop Administrator Study Guide: Exam MD-100. Working in these labs gives you the same experience you need to prepare for the Microsoft 365 Certified Associate (MCA) Modern Desktop MD-100 that you would face in a real-life setting. Used in addition to the book, the labs are a proven way to prepare for the certification and for work in the Windows IT professional field. The new Microsoft 365 Certified Associate (MCA) Modern Desktop certification exam measures a candidate's ability to deploy Windows, manage devices and data, configure connectivity, and maintain Windows. MCA certification, sought by a growing number of employers, is an important part of any IT professional's resume. The MCA Modern Desktop Administrator Study Guide: Exam MD-100 is a must-have book for anyone preparing for certification. This clear and accurate

study guide covers 100% of exam objectives—providing hands-on exercises, challenging review questions, full explanations, and real-world examples to deploy, configure, secure, manage, and monitor devices and client applications in an enterprise environment. Access to Sybex's comprehensive online learning environment—comprising a self-assessment test, a bonus practice exam, flashcards, a searchable glossary, and chapter exercise videos—is included to fully prepare for exam day. This study guide: Covers all Exam: MD-100 objectives Prepares readers to implement, install, and configure Windows 10 Reinforces comprehension and retention of central exam topics Helps readers learn new skills or upgrade existing skills to Microsoft's latest desktop client Demand for competent IT professionals is already high and continues to grow at a rapid pace. The MCA Modern Desktop Administrator Study Guide: Exam MD-100 is a valuable resource for preparing for the new Exam MD-100 and MCA certification. And with this edition you also get Practice Labs virtual labs that run from your browser. The registration code is included with the book and gives you 6 months unlimited access to Practice Labs Microsoft 365 Certified Associate (MCA) Modern Desktop Labs with 29 unique lab modules to practice your skills.

NOTE: The correct URL to access the Sybex interactive online test bank and study tools is www.wiley.com/go/sybextestprep. The book's back cover, Introduction, and last page in the book provided the wrong URL. We apologize for any confusion and inconvenience this may have caused you. Master 100 percent of Microsoft Windows 10 exam with real-world hands-on practice MCSA: Microsoft Windows 10 Complete Study Guide is your ultimate preparation resource for the new Windows 10 certification. Fully updated to align with the latest version of the exam, this new edition digs deeper into the intricacies of the Windows OS and provides the most up-to-date information on new Windows 10 technologies. With complete coverage of all exam topics, this invaluable guide walks you through device planning, deployment, and management; network and storage configuration; access, data, app, and recovery management, and much more to help you master the exam material. You also get access to the Sybex interactive online learning environment, featuring electronic flashcards, a searchable glossary, an assessment test, and bonus practice exams designed to give you a preview of exam day. MCSA: Microsoft Windows 10 is the Microsoft Certified Solutions Associate certification for Windows 10, testing your abilities in a broad variety of associate-level tasks. This book rounds them up into a comprehensive knowledge base to help you clarify, memorize, and deepen your understanding so you can approach exam day with confidence. Master 100 percent of exam 70-697, Configuring Windows Devices, objectives Get more hands-on practice in real-world scenarios Test your knowledge with challenging review questions Access digital study aids and practice tests for comprehensive prep Windows is the world's leading operating system, with an estimated 90 percent share of the desktop OS market. There are currently over 110 million Windows 10 users, and that number is expected to rise—putting Windows 10 Specialists in high demand in the job market. If you're ready to fill the growing need for trained Windows 10 associates, Microsoft Configuring Windows Devices Study Guide Exam 70-697 has you covered for complete and detailed exam preparation.

Advance your everyday proficiency with PowerPoint 2019, and earn the credential that proves it! Demonstrate your expertise with Microsoft PowerPoint! Designed to help you practice and prepare for Microsoft Office Specialist (MOS): PowerPoint 2019 certification, this official Study Guide delivers: In-depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands-on tasks to practice what you've learned Practice files and sample solutions Sharpen the skills measured by these objectives: Create and manage presentations and slides Insert and format text, shapes, and images Create and manage references Insert and format graphic elements Manage multiple presentations About MOS A Microsoft Office Specialist (MOS) certification validates your proficiency with Microsoft Office programs, demonstrating that you can meet globally recognized performance standards. Hands-on experience with the technology is required to successfully pass Microsoft Certification exams.

MCA Microsoft Office Specialist (Office 365 and Office 2019) Study Guide

MOS 2016 Study Guide for Microsoft Excel

Exam Ref AZ-104 Microsoft Azure Administrator Certification and Beyond

Real World Skills for Certification and Beyond (Exam 70-178)

MCSA Microsoft Windows 10 Study Guide

98-367: MTA Security Fundamentals

Exam AZ-900

The go-to MCSA prep guide, updated for Windows 10 and the new exams MCSA Windows 10 Complete Study Guide is your comprehensive resource for taking both Exams 70-698 and 70-697. Covering 100% of all exam objectives, this study guide goes beyond mere review to delve deeper into the complex topics and technologies to help you strengthen your understanding and sharpen your skills. Written by a veteran Microsoft MVP, this guide walks you through MCSA skills in context to show you how concepts are applied in real-world situations. Hands-on exercises speed the learning process and facilitate internalization, while review questions challenge and test the depth of your understanding. You also get access to the Sybex interactive online learning environment, featuring flashcards, videos, an assessment test, and bonus practice exams to face exam day with confidence. The MCSA certification process has changed; Exam 70-698 tests your skills in installing and configuring Windows 10, and then Exam 70-697 gauges your abilities in configuring Windows devices. This book is your ideal companion to study for both exams. Study 100 percent of the objectives for Exams 70-698 and 70-697 Apply your knowledge with hands-on exercises Test your skills with challenging review questions Access videos, electronic flashcards, a searchable glossary, and bonus practice exams The demand for qualified Windows 10 professionals will be high, as more than half of the corporate user base that skipped Windows 8/8.1 is expected to adopt Windows 10. If you want the skills that are in demand, you need to get certified; if you're ready to get serious about the exam, MCSA: Windows 10 Complete Study Guide is the resource you shouldn't be without.

This certification guide focuses on identity solutions and strategies that will help you prepare for Microsoft Identity and Access Administrator certification, while enabling you to implement what you've learned in real-world scenarios Key FeaturesDesign, implement, and operate identity and access management systems using Azure ADProvide secure authentication and authorization access to enterprise applicationsImplement access and authentication for cloud-only and hybrid infrastructuresBook Description Cloud technologies have made identity and access the new control plane for securing data. Without proper planning and discipline in

deploying, monitoring, and managing identity and access for users, administrators, and guests, you may be compromising your infrastructure and data. This book is a preparation guide that covers all the objectives of the SC-300 exam, while teaching you about the identity and access services that are available from Microsoft and preparing you for real-world challenges. The book starts with an overview of the SC-300 exam and helps you understand identity and access management. As you progress to the implementation of IAM solutions, you'll learn to deploy secure identity and access within Microsoft 365 and Azure Active Directory. The book will take you from legacy on-premises identity solutions to modern and password-less authentication solutions that provide high-level security for identity and access. You'll focus on implementing access and authentication for cloud-only and hybrid infrastructures as well as understand how to protect them using the principles of zero trust. The book also features mock tests toward the end to help you prepare effectively for the exam. By the end of this book, you'll have learned how to plan, deploy, and manage identity and access solutions for Microsoft and hybrid infrastructures. What you will learn

Understand core exam objectives to pass the SC-300 exam
Implement an identity management solution with MS Azure AD
Manage identity with multi-factor authentication (MFA), conditional access, and identity protection
Design, implement, and monitor the integration of enterprise apps for Single Sign-On (SSO)
Add apps to your identity and access solution with app registration
Design and implement identity governance for your identity solution

Who this book is for
This book is for cloud security engineers, Microsoft 365 administrators, Microsoft 365 users, Microsoft 365 identity administrators, and anyone who wants to learn identity and access management and gain SC-300 certification. You should have a basic understanding of the fundamental services within Microsoft 365 and Azure Active Directory before getting started with this Microsoft book.

The MOS 2019 Study Guide for Microsoft Outlook covers Microsoft Outlook 2019, specifically the skills required to pass the Outlook 2019 Microsoft Office Specialist exam. Demonstrate your expertise with Microsoft Outlook Designed to help you practice and prepare for Microsoft Office Specialist (MOS): Outlook 2019 certification, this official Study Guide delivers: In-depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands-on tasks to practice what you've learned Practice files and sample solutions About MOS A Microsoft Office Specialist (MOS) certification validates your proficiency with Microsoft Office programs, demonstrating that you can meet globally recognized performance standards. Hands-on experience with the technology is required to successfully pass Microsoft Certification exams. Advance your expert-level proficiency with Word. And earn the credential that proves it! Demonstrate your expert-level competency with Microsoft Word! Designed to help you practice and prepare for Microsoft Office Specialist: Word Expert (Word and Word 2019) certification, this official Study Guide delivers: In-depth preparation for each MOS objective Detailed procedures to help build the skills measured by the exam Hands-on tasks to practice what you've learned Ready-made practice files Sharpen the skills measured by these objectives: Manage Document Options and Settings Use Advanced Editing and Formatting Features Create Custom Document Elements Use Advanced Word Features About MOS: Expert Certification A Microsoft Office Specialist (MOS): Expert certification validates your hands-on experience and competency with an Office product at an expert level. It demonstrates that you can apply the product's principal features at an advanced level, can complete expert tasks independently, and are ready to enter the job market. See full details at:

microsoft.com/learn Practice Files Available at: MicrosoftPressStore.com/MOSWordExpert101/downloads

Managing Microsoft Teams: MS-700 Exam Guide

MOS Study Guide for Microsoft Outlook Exam MO-400

MCSE Instructor Resource Manual (70-220)

Windows 2000 Server

Exam Ref 70-761 Querying Data with Transact-SQL

MCA Microsoft 365 Teams Administrator Study Guide

Exams AZ-303 and AZ-304

Welcome to the AZ-104 Microsoft Azure Administrator Latest and Exclusive Preparation Book. Our New Book will help you prepare for the official exam so that you can pass the certification in the first attempt itself. Exclusive and New Practice exam questions with detailed explanations. Pass your AZ-104 exam easily and on your first try. You need to practice the tests as many times as possible, till you are able to score at least 75% here. There are explanations to each answer. So, please read the detailed explanations carefully to understand the whole concept behind every question. We invite you to check the reference links and screenshots. Follow our advice and you will be able to pass your AZ-104 exam in the first attempt, confidently. With our Book, you get the following:

- 120+ latest practice questions spread across 2 Complete and Exclusively made tests.
- 100% verified answers.
- Detailed explanation for every single question.
- Reference links for additional study.
- Links from the official documentation to support the answers (wherever applicable).
- Content written by a certified Subject Matter Expert.

Skills measured:
Manage Azure identities and governance (15-20%)
Implement and manage storage (15-20%)
Deploy and manage Azure compute resources (20-25%)
Configure and manage virtual networking (25-30%)
Monitor and back up Azure resources (10-15%)
Welcome !

Remediate active attacks to reduce risk to the organization by investigating, hunting, and responding to threats using Microsoft Sentinel, Microsoft Defender for Cloud, and Microsoft 365 Defender Key Features Detect, protect, investigate, and remediate threats using Microsoft Defender for endpoint Explore multiple tools using the M365 Defender Security Center Get ready to overcome real-world challenges as you prepare to take the SC-200 exam

Book Description Security in information technology has always been a topic of discussion, one that comes with various backgrounds, tools, responsibilities, education, and change! The SC-200 exam comprises a wide range of topics that introduce Microsoft technologies and general operations for security analysts in enterprises. This book is a comprehensive guide that covers the usefulness and applicability of Microsoft Security Stack in the daily activities of an enterprise security operations analyst. Starting with a quick overview of what it takes to prepare for the exam, you'll understand how to implement the learning in real-world scenarios. You'll learn to use Microsoft's security stack, including Microsoft 365 Defender, and Microsoft Sentinel, to detect, protect, and respond to adversary threats in your enterprise. This book will take you from legacy on-premises SOC and DFIR tools to leveraging all aspects of the M365 Defender suite as a modern replacement in a more effective and efficient way. By the end of this book, you'll have learned how to plan, deploy, and operationalize Microsoft's security stack in your enterprise and gained the confidence to pass the SC-200 exam. What you will learn

Discover how to secure information technology systems for your organization
Manage cross-domain investigations in the Microsoft 365 Defender portal
Plan and implement the use of data connectors in Microsoft Defender for Cloud
Get to grips with designing and configuring a Microsoft Sentinel workspace
Configure SOAR (security orchestration, automation, and response) in Microsoft Sentinel
Find out how to use Microsoft Sentinel workbooks to analyze and interpret data
Solve mock tests at the end of the book to test your knowledge

Who this book is for
This book is for security professionals, cloud security engineers, and security analysts who want to learn and explore Microsoft Security Stack. Anyone looking to take the SC-200 exam will also find this guide useful. A basic

understanding of Microsoft technologies and security concepts will be beneficial.

The Microsoft Technology Associate certification (MTA) curriculum helps instructors teach and validate fundamental technology concepts with a foundation for students' careers as well as the confidence they need to succeed in advanced studies. Through the use of MOAC MTA titles you can help ensure your students future success in and out of the classroom. This MTA text covers the following HTML5 Application vital fundamental skills: • Manage the Application Life Cycle • Build the User Interface by Using HTML5 • Format the User Interface by Using CSS • Code by Using JavaScript Click here to learn more about the Microsoft Technology Associate (MTA), a new and innovative certification track designed to provide a pathway for future success in technology courses and careers.

A detailed guide to preparing for the MS-700 exam and earning associate-level Microsoft Teams administrator certification Key Features • Plan and design your Microsoft Teams deployment • Prepare, implement, and manage policies for Microsoft Teams and for apps within Teams • Work with self-assessment questions and a mock exam and take the MS-700 certification exam with confidence Book Description Exam MS-700: Managing Microsoft Teams tests your knowledge and competence in the deployment, management, and monitoring of Microsoft Teams features within the Microsoft 365 platform. This book will teach you how to effectively plan and implement the required services using both the Teams admin centre within Microsoft 365 and Windows PowerShell. Throughout the chapters, you'll learn about all the policies relating to messaging, teams, meetings, and more; get to grips with the settings; and explore configuration options that a Teams administrator would encounter in their day-to-day responsibilities. You'll also discover best practices for rolling out and managing Teams services for users within your Microsoft 365 tenant as you explore each objective in detail. By the end of this Microsoft Teams book, you'll have covered everything you need to pass the MS-700 certification exam and have a handy, on-the-job desktop reference guide. What you will learn • Plan and configure network settings and licensing for Microsoft Teams • Plan and configure security, compliance, and governance for Microsoft Teams • Manage users and configure guest and external access • Configure and manage Microsoft Teams devices • Create and manage teams, channels, and core experiences • Manage Phone System and numbers for Microsoft Teams • Troubleshoot audio, video, client, and environment issues • Practice with a mock exam with answers and explanations Who this book is for This book is for IT professionals who want to earn the Microsoft 365 Certified: Teams Administrator Associate certification. Familiarity with the principles of administering core features and services within a Microsoft 365 tenant and a basic understanding of Microsoft Teams features are needed. Prior knowledge of other Microsoft 365 workloads such as Security & Compliance will also be beneficial. To maximize the odds of passing the MS-700 exam, use this exam guide's content and practice questions to prepare alongside practicing concepts first-hand when possible.

Implement IAM solutions with Azure AD, build an identity governance strategy, and pass the SC-300 exam

Exams 70-687, 70-688, and 70-689

Exclusive and New Questions + Detailed Explanation - Pass Your AZ-104 Exam on your first Try.

MCA Modern Desktop Administrator Study Guide

Microsoft Certified Azure Fundamentals Study Guide

Microsoft Azure Administrator – Exam Guide AZ-103

Windows 2000 Network Security Design

A great tool to use as a study companion, reference guide or to brush up on Microsoft Office skills.

The ultimate study guide for Microsoft 365 Certified Associate (MCA) Modern Desktop certification—covers the new Exam MD-100 and the new Exam MD-101 in one book! Referred to as the Modern Desktop, Microsoft 365 is Microsoft ' s new suite of modern workplace services comprising Windows 10, Office 365, and Enterprise Mobility & Security. IT administrators tasked with deploying and implementing Modern Desktop are required to configure, secure, manage, and monitor devices and applications in enterprise environments. Success on the MCA Modern Desktop Administrator certification exam is essential for IT professionals seeking to expand their job opportunities and advance their careers. The MCA Modern Desktop Administrator Complete Study Guide is an indispensable resource for candidates preparing for certification. This guide covers 100% of all exam objectives for the new Exam MD-100: Windows 10 and the new Exam-101: Managing Modern Desktops. All aspects of both new exams are covered, including in-depth information on advanced topics and technologies. Included is access to Sybex's comprehensive online learning environment—offering an assessment test, bonus practice exams, electronic flashcards, a searchable glossary, and videos for many of the chapter exercises. This must-have guide enables users to: Configure devices, core services, networking, storage, users, updates, and system and data recovery Implement, install, maintain, manage, and monitor Windows 10 Plan desktop deployment and Microsoft Intune device management solutions Manage identities, applications, remote access, and data access and protection Review real-world scenarios, hands-on exercises, and challenging practice questions The MCA Modern Desktop Administrator Complete Study Guide: Exam MD-100 and Exam MD-101 is an essential tool for anyone preparing for the exams and students and IT professionals looking to learn new skills or upgrade their existing skills.

Manage Microsoft Azure cloud services that span storage, security, networking, and compute cloud capabilities and ace the AZ-103 Exam Key Features Master features and concepts pertaining to Azure's Administration services Gain a deep understanding of various Azure services related to infrastructure, applications, and environments Gauge yourself by giving mock tests with up-to-date exam questions Book Description Microsoft Azure Administrator – Exam Guide AZ-103 will cover all the exam objectives that will help you earn Microsoft Azure Administrator certification. Whether you want to clear AZ-103 exam or want hands-on experience in administering Azure, this study guide will help you achieve your objective. It covers the latest features and capabilities around configuring, managing, and securing Azure resources. Following Microsoft's AZ-103 exam syllabus, this guide is divided into five modules. The first module talks about how to manage Azure subscriptions and resources. You will be able to configure Azure subscription policies at Azure subscription level and learn how to use Azure policies for resource groups. Later, the book covers techniques related to implementing and managing storage in

Azure. You will be able to create and configure backup policies and perform restore operations. The next module will guide you to create, configure, and deploy virtual machines for Windows and Linux. In the last two modules, you will learn about configuring and managing virtual networks and managing identities. The book concludes with effective mock tests along with answers so that you can confidently crack this exam. By the end of this book, you will acquire the skills needed to pass Exam AZ-103. What you will learn Configure Azure subscription policies and manage resource groups Monitor activity log by using Log Analytics Modify and deploy Azure Resource Manager (ARM) templates Protect your data with Azure Site Recovery Learn how to manage identities in Azure Monitor and troubleshoot virtual network connectivity Manage Azure Active Directory Connect, password sync, and password writeback Who this book is for This book is for Azure administrators, systems administrators or anyone preparing for AZ 103 exam and wants to master Azure's various administration features. Readers should have proficiency in working with PowerShell, CLI and other day-to-day Azure administration tasks. Students who are beginning studies in technology need a strong foundation in the basics before moving on to more advanced technology courses and certification programs. The Microsoft Technology Associate (MTA) is a new and innovative certification track designed to provide a pathway for future success in technology courses and careers. The MTA program curriculum helps instructors teach and validate fundamental technology concepts and provides students with a foundation for their careers as well as the confidence they need to succeed in advanced studies. Through the use of MOAC MTA titles you can help ensure your students future success in and out of the classroom. Vital fundamentals of security are included such as understanding security layers, authentication, authorization, and accounting. They will also become familiar with security policies, network security and protecting the Server and Client.

MCA Modern Desktop Administrator Complete Study Guide

PSU: Quick Reference Guide and Exam Questions

Exam AZ-700

Configure and manage Microsoft Teams workloads and achieve Microsoft 365 certification with ease

Exam MD-100

Project Management Using Microsoft Project 2016

Exam MD-100 and Exam MD-101

This educational text book was developed for the academic market. This work provides comprehensive coverage of Project Management theory that is applied to the use of Microsoft Project 2016, from the project manager's perspective. This academic version was designed to serve the specific needs of the education market, including: * End of chapter student quizzes * Access to answer key for instructors * Access to PowerPoint slides for instructors that align to the content of the text * Learning objectives at the beginning of each chapter * Hands-on exercises and supporting screen captures for each chapter that covers Microsoft Project * Microsoft Project MPP files available for download to support the hands-on exercises * Full color interior * Bonus chapter on the extended features Microsoft Project in the cloud, available for download Our debut of Project Management Using Microsoft Project 2013 was well received by the project management education community in over 25 countries. It has been so successful that we decided to convert that work to our new text: Project Management Using Microsoft Project 2016. We have improved the hands-on exercises with new features, we have re-captured the screen images in larger, improved quality, full color with higher resolution. We have also added the new features in Microsoft Project 2016, especially the new Resource Engagement feature (in the bonus chapter). This text has been created to serve as a comprehensive reference and training guide that presents the main principles of project management theory which is then applied to the best practices of using Microsoft Project 2016. When used cover-to-cover, this text serves as a comprehensive guide to running a project from definition and initiation thru execution and closeout, accompanied with hands-on guidance that shows how to effectively apply project management principles to the use of Microsoft Project. The hands-on exercises are delivered in appropriate detail that provide detailed, step-by-step illustrations, supported by actual Microsoft Project files that can be downloaded from our training web page. This is the same training material that we use to deliver all our Microsoft Project 2016 training for our clients. Each chapter begins with a list of learning objectives and finishes with 25-50 questions that reinforce the learning that occurs throughout each chapter. For academic audiences, we provide the answer key for all questions and supporting PowerPoint slides for instructors. This training material and reference is also an excellent preparation guide for passing the Microsoft certification Exam 74-343: "Managing Projects with Microsoft Project 2016" [See: Microsoft Exam 74-343: <https://www.microsoft.com/en-us/learning/exam-74-343.aspx>] This text has been created to serve as the most comprehensive reference and training guide available, assembling content and best practices honed over our many years of Microsoft Project and general project management training. Many training guides on technology are primarily manuals on features and functions of the software. The goal of this book is to show why those features and functions are important from a project management standpoint (based on PMI's Project Management Body of Knowledge, PMBOK), and then demonstrate how to effectively leverage that value in the use of Microsoft Project 2016. The information in this book was selected based on Project Assistants' 21+ years of project management consulting, Microsoft Project training, and managing real projects with Microsoft Project with real clients in real project scenarios. This book is one-of-a-kind that covers Microsoft Project from the desktop thru the enterprise capabilities, including specific training for: * Microsoft Project 2016 Standard * Microsoft Project 2016 Professional * Microsoft Project Server 2016 * Microsoft Project Web Application (PWA) * Microsoft Project Online 2016 for Office 365

Comprehensive, hands-on study guide for the Microsoft Windows 8.1 exams The MCSA: Microsoft Windows 8.1 Complete Study Guide is a comprehensive package loaded with educational study tools, including a pre-assessment test, hands-on exercises, hundreds of review questions, exclusive practice exam questions, electronic flashcards, and over an hour of author-led videos. For IT

students and professionals, getting certified on Microsoft Windows 8.1 can mean huge career opportunities. Over 90% of all personal computing devices run on Windows, and those certified on the newest version will be in high demand. This comprehensive resource prepares candidates to master all the exam objectives for the Microsoft Certified Solutions Associate (MCSA): Windows 8.1 exams 70-687 and 70-688, as well as the Upgrade exam 70-689. Through real-world scenarios and hands-on exercises, readers are given a solid background in the most essential concepts they need to know for exams. The book guides readers through installing and upgrading to Windows 8.1, configuring hardware and applications, configuring network connectivity and access to resources, monitoring and maintaining Windows clients, and more. This resource's specialized, practical focus is also a benefit to IT help desk and user support professionals who are simply looking to upgrade their skills in Windows. Serves as an comprehensive, practical study guide for those preparing for their MCSA: Windows 8.1 certification Covers all exam objectives and includes invaluable study tools Guides readers through the installation, deployment, upgrading, and maintenance of Windows 8.1 Offers educational benefits for professionals looking to improve their Windows 8.1 knowledge and skills MCSA: Microsoft Windows 8.1 Complete Study Guide promises not only to prepare readers for the MCSA: Windows 8.1 exams, but also for the scenarios and challenges they will encounter professionally once certification has been obtained.

This Study Guide helps you understand the job role and responsibilities of a Microsoft 365 Teams Administrator. It's your one-stop resource for learning new skills, preparing to take the exam, and boosting your career! Cloud technology has become a major component of how services are delivered to customers. It's creating new roles and expanding others in all areas of technology. The Microsoft 365 Certified Associate Teams Administrator certification shows you're keeping pace with today's technology. MCA Microsoft 365 Certified Teams Administrator Study Guide is your best resource for understanding the job roles and responsibilities of a Teams Administrator and preparing to take the certification Exam MS-700. Microsoft 365 Teams Administrators focus on efficient and effective collaboration and communication in an enterprise environment. This Study Guide can help you understand best practices for configuring, deploying, and managing Office 365 workloads for Microsoft Teams that focus on efficient and effective collaboration and communication in an enterprise environment. Test your knowledge of all key exam objectives, including planning, deploying, and managing Teams chat, apps, channels, meetings, audio conferencing, live events, and calling. This Sybex Study Guide also covers upgrading from Skype for Business to Teams, managing Teams settings by using PowerShell, and understanding integration points with other apps and services. Review everything you need to know to pass the Exam MS-700 and you ' re your Microsoft 365 Certified Associate Teams Administrator certification Use Sybex ' s exclusive online test bank to improve your ability to plan and configure a Microsoft Teams Environment Master the process of managing Chat, Calling, and Meetings within Microsoft Teams Become an expert at configuring Teams and App Policies, including integrating third-party apps and services Readers will also have access to Sybex's online test bank, including hundreds of practice questions, flashcards, and a glossary. Take your career to a new level with this Study Guide!

Learn the realities of being a Microsoft Office Specialist and efficiently prepare for the Word Associate MO-100 Exam with a single, comprehensive study guide MCA Microsoft Office Specialist Study Guide: Word Associate Exam MO-100 comprehensively prepares you for the MO-100 Exam. Accomplished and experienced author Eric Butow provides readers with a one-stop resource for learning the job responsibilities of a Microsoft Office Specialist and succeeding on the MO-100 Exam. The study guide is written in a straightforward and practical style which, when combined with the companion online Sybex resources, allows you to learn efficiently and effectively. The online resources include hundreds of practice questions, flashcards, and a glossary of key terms. In addition to preparing you for the realities of the Microsoft Office Specialist job role, this study guide covers all the subjects necessary to do well on the certifying exam, including: Managing documents Inserting and formatting text, paragraphs, and sections Managing tables and lists Creating and managing references Inserting and formatting graphics Managing document collaboration Perfect for anyone seeking to begin a new career as a Microsoft Office Specialist, or simply wondering what the job entails, the Study Guide also belongs on the bookshelf of currently practicing professionals who want to brush up on the fundamentals of their role.

MOS Study Guide for Microsoft Word Expert Exam MO-101

MOS Study Guide for Microsoft Excel Exam MO-200

Microsoft Azure Architect Technologies and Design Complete Study Guide

AZ-104: Microsoft Azure Administrator Study Guide: Exclusive Exam Questions & Practice Tests

Microsoft Information Protection Administrator SC-400 Certification Guide

Academic Version

MCA Microsoft Certified Associate Azure Network Engineer Study Guide

Prepare to take the NEW Exam AZ-700 with confidence and launch your career as an Azure Network Engineer Not only does MCA Microsoft Certified Associate Azure Network Engineer Study Guide: Exam AZ-700 help you prepare for your certification exam, it takes a deep dive into the role and responsibilities of an Azure Network Engineer, so you can learn what to expect in your new career. You'll also have access to additional online study tools, including hundreds of bonus practice exam questions, electronic flashcards, and a searchable glossary of important terms. Prepare smarter with Sybex's superior interactive online learning environment and test bank. Exam AZ-700, Designing and Implementing Microsoft Azure Networking Solutions, measures your ability to design, implement, manage, secure, and monitor technical tasks such as hybrid networking; core networking infrastructure; routing; networks; and private access to Azure services. With this in-demand certification, you can qualify for jobs as an Azure Network Engineer, where you will work with solution architects, cloud administrators, security engineers, application developers, and

DevOps engineers to deliver Azure solutions. This study guide covers 100% of the objectives and all key concepts, including: Design, Implement, and Manage Hybrid Networking Design and Implement Core Networking Infrastructure Design and Implement Routing Secure and Monitor Networks Design and Implement Private Access to Azure Services If you're ready to become the go-to person for recommending, planning, and implementing Azure networking solutions, you'll need certification with Exam AZ-700. This is your one-stop study guide to feel confident and prepared on test day. Trust the proven Sybex self-study approach to validate your skills and to help you achieve your career goals!

Virtual, hands-on learning labs allow you to apply your technical skills using live hardware and software hosted in the cloud. So Sybex has bundled Exam MD-101: Managing Modern Desktops labs from Practice Labs, the IT Competency Hub, with our popular MCA Modern Desktop Administrator Study Guide: Exam MD-101. Working in these labs gives you the same experience you need to prepare for the MD-101 exam that you would face in a real-life setting. Used in addition to the book, the labs are a proven way to prepare for the certification and for work in the Windows administration field. Microsoft's Modern Desktop integrates Windows 10, Office 365, and advanced security capabilities. Microsoft 365 Certified Associate (MCA) Modern Desktop certification candidates need to be familiar with Microsoft 365 workloads and demonstrate proficiency in deploying, configuring, and maintaining Windows 10 and non-Windows devices and technologies. The new Exam MD-101: Managing Modern Desktops measures candidate's ability to deploy and update operating systems, manage policies and profiles, manage and protect devices, and manage apps and data. Candidates are required to know how to perform a range of tasks to pass the exam and earn certification. The MCA Modern Desktop Administrator Study Guide: Exam MD-101 provides in-depth examination of the complexities of Microsoft 365. Focusing on the job role of IT administrators, this clear, authoritative guide covers 100% of the new exam objectives. Real-world examples, detailed explanations, practical exercises, and challenging review questions help readers fully prepare for the exam. Sybex's comprehensive online learning environment—in which candidates can access an assessment test, electronic flash cards, a searchable glossary, and bonus practice exams—is included to provide comprehensive exam preparation. Topics include: Planning and implementing Windows 10 using dynamic deployment and Windows Autopilot Upgrading devices to Windows 10 and managing updates and device authentication Managing access policies, compliance policies, and device and user profiles Implementing and managing Windows Defender and Intune device enrollment Deploying and updating applications and implementing Mobile Application Management (MAM) The move to Windows 10 has greatly increased the demand for qualified and certified desktop administrators in corporate and enterprise settings. MCA Modern Desktop Administrator Study Guide: Exam MD-101: Managing Modern Desktops is an invaluable resource for IT professionals seeking MCA certification. And with this edition you also get Practice Labs virtual labs that run from your browser. The registration code is included with the book and gives you 6 months unlimited access to Practice Labs Exam MD-101: Managing Modern Desktops Labs with 29 unique lab modules to practice your skills. NOTE: The title requires an active Microsoft 365 subscription. This subscription will be needed to complete specific tasks in the labs. A free 30-day trial account can be created at the Microsoft 365 website.

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Your in-depth certification guide in becoming Microsoft Certified Azure Administrator Associate