Microsoft SharePoint 2010
ENROLL TODAY!
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July 7—July 30, 2014 | 6 - 10 pm | Mon & Wed
San Jacinto South Campus
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Are your skills current for today’s job market?
More and more companies are using Microsoft SharePoint as a standalone app or in the cloud.

SharePoint is Microsoft’s web-based collaboration tool that allows users to share resources and create shared content. In this Foundations course, you will set up a team site and customize its layout and features. You will capture and organize content into libraries and lists and learn to manage the data. You will use blogs, wikis, and workspaces to connect and collaborate. You will learn to integrate the Microsoft Office Applications into the site and learn to use workflows in business processes. Prerequisite: Knowledge of Microsoft office interfaces
Textbook Required

For more information call Leslie McCain at 281.476.1830