



Course's Overview

Welcome to the course!

In this course, you'll learn in a classroom-style setting in addition to online discussions, team project collaboration, and special event participation through the Learning center portal.

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Course updates [Sample content]

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 Keep your audience engaged by sharing your latest updates.

Add News
- Keep your team updated with news on your team site**
 From the site home page you'll be able to quickly surface a news post -- a status update, trip report, or even just highlight a document with some additional context...

Add News
- What is a team site?**
 A SharePoint team site connects you and your team to the content, information, and apps you rely on every day. For example, you can use a team site to share and collaborate...

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 Adding pages is a great way to share ideas using images, Excel, Word and PowerPoint documents, videos, and more. You can create and publish pages quickly and easily, and...

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Meet the course instructor [Sample content]

Hi, my name is Megan Rowen. I am excited to be teaching this course again for the 5th year in a row! Teaching is my passion because I love watching others learn and grow. I am looking forward to meeting you soon.

Read my course FAQs and email me for questions.

Microsoft Learning Course Manual 10774a

Mark Steyvers



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