

# FAAP - Faculdade de Computação e Informática

Nome do Curso	Descrição
Clinic 2263: Exam Preparation for the MCDST Certification	The most efficient Windows XP training solution for help desk professionals currently supporting a Windows XP or Windows 2000 environment. This exam preparation clinic provides an overview of the knowledge and skills necessary to achieve the Microsoft Certified Desktop Support Technician credential. This course prepares individuals for MCP exam 70-271 and 70-272
Clinic 5045: Inside Look at Developing with Microsoft® Windows® SharePoint® Services 3.0	This 2-hour premium clinic teaches developers about how to develop solutions using Windows SharePoint Services 3.0. It covers WSS platform features, how to build and extend SharePoint Sites, and deployment options
Clinic 5046: Inside Look at Building and Developing Solutions with Microsoft® Office SharePoint® Server 2007	This 2-hour premium clinic teaches developers about how to develop solutions using Microsoft Office SharePoint Server 2007. It covers platform features and how to build, extend and assemble SharePoint Server solutions. It also talks about the enterprise services that developers can harness within their MOSS solutions
Coleção 5316: O que há de novo no 2007 Microsoft Office System	Esta coleção de cursos online aborda os novos recursos e a funcionalidade da versão 2007 do Microsoft Office. Selecione esta coleção para se familiarizar rapidamente com a versão mais recente do Microsoft Office
Collection 2278: Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure	In this online collection composed of eleven courses, you will be able to plan the Microsoft® Windows Server™ 2003 network infrastructure; optimize a TCP/IP physical and logical network; troubleshoot routing and switching; and plan, optimize, and troubleshoot DHCP. You will be able to plan a Domain Name System (DNS) implementation, optimize and troubleshoot your DNS server, and plan and optimize Microsoft® Windows® Internet Name Service (WINS). You will also be able to troubleshoot IPSec and network access, and you will be able to examine the correct methods of planning network access and Windows Server 2003 network infrastructure. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs.
Collection 2279: Planning, Implementing, and Maintaining a Microsoft® Windows Server® 2003 Active Directory® Infrastructure	In this online collection composed of ten courses, you are provided with the knowledge and skills to successfully plan, implement, and troubleshoot a Microsoft® Windows Server™ 2003 Active Directory® directory service infrastructure. The collection focuses on a Windows Server 2003 directory service environment, including forest and domain structure, Domain Name System (DNS), site topology and replication, organizational unit structure and delegation of administration, Group Policy, and user, group, and computer account strategies. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs
Collection 2541: Core Data Access Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains a series of workshops on core data access with Microsoft® Visual Studio® 2005 that provides you with hands-on experience accessing and editing data using ADO.NET and XML. Features covered within these workshops: Data Retrieval and Storage. Disconnected data management. Transaction Management. Reading and Writing XML documents. These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 to 3 months) as a full-time developer using Visual Studio .NET 2005 Experience in developing applications in one or more of the following fields: Web Applications Windows Forms Application Server Component XML Web Services.
Collection 2542: Advanced Data Access Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains six advanced workshops that deal with Data and XML integration into your applications using Microsoft® Visual Studio® 2005. Each workshop provides you with hands-on experience on different aspects of advanced Data and XML integration. Covered within these workshops: Handling database operation conflicts Working with Large Binary Objects Enhancing database performance Creating managed code objects for SQL Server 2005 Querying XML by using Xpath Transforming XML by using XSLT These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 year or more) as a full-time developer using Visual Studio .NET 2005 Experience in developing applications in one or more of the following fields: Web Application Windows Forms Application Server Component XML Web Services
Collection 2543: Core Web Client Programming with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains a series of workshops on core Web client programming with Microsoft® Visual Studio® 2005 that provides you with hands-on experience Designing Web applications. Features covered within these workshops: Creating and programming a Web application Building Web pages using server controls and master pages State management Access Control Deployment Mobile development. These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this course: Experience (1 year) as a full-time developer using Visual Studio .NET 2002/2003/2005. Experience in developing applications in one or more of the following fields: Web Application Windows Forms Application Server Component XML Web Services
Collection 2544: Advanced Web Client Programming with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains five advanced workshops that deal with Web Application development using Microsoft® Visual Studio® 2005. Each workshop provides you with hands-on experience on different aspects of advanced Web application development. Covered within these workshops: Building Dynamic Web Applications Creating controls for Web applications Optimizing Web Application performance Implementing Personalization and Themes Building Web Parts and Web Part Pages These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 year or more) as a full-time developer using Visual Studio .NET 2005. Experience in developing Web applications.
Collection 2546: Core Windows® Client Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains nine workshops on core Windows Forms application development with Microsoft® Visual Studio® 2005. Each workshop provides you with hands-on experience on different aspects of Windows Forms based application development. Features covered within these workshops: Building Forms Adding controls and setting their properties Localization and Globalization Printing Displaying Data Using the BackgroundWorker control Deployment using ClickOnce Dialogboxes and Forms inheritance These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 to 3 months) as a full-time developer using Visual Studio .NET 2005 Experience in developing applications in one or more of the following fields: Web Application Windows Forms Application Server Component XML Web Services
Collection 2547: Advanced Windows® Client Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains a series of six workshops on advanced Windows® client development with Microsoft® Visual Studio® 2005 that provides you with hands-on experience designing sophisticated Windows applications. Topics covered within these workshops: Building MDI Applications Using the GDI to customize Windows applications Creating Print Components Performing Drag and Drop Performing Asynchronous Windows tasks Enhancing the Windows UI These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 year or more) as a full-time developer using Visual Studio .NET 2005 / .NET 2003 / .NET 2002 designing Windows Forms applications.
Collection 2548: Core Distributed Application Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains a series of workshops on core distributed application development with Microsoft® Visual Studio® 2005 that provides you with hands-on experience designing distributed applications. Topics covered within these workshops: Building and Consuming Web Services Building Remoting Clients and Servers Message Queuing COM+ Serviced components These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 year or more) as a full-time developer using Visual Studio .NET 2005 / .NET 2003 / .NET 20
Collection 2549: Advanced Distributed Application Development with Microsoft® Visual Studio® 2005	Each workshop in this collection contains: Extensive scenario driven technical labs Access to the Microsoft® Visual Studio® 2005 Workshop Forums This collection contains a series of seven workshops on advanced distributed application development with Microsoft® Visual Studio® 2005 that provides you with hands-on experience designing distributed applications. Topics covered within these workshops: Enhanced Message Queuing. Implementing security and policy with WSE 3.0. SOAP Headers, Extensions and Messaging. WSE 3.0 Routing and Large Data Transfer. These online learning workshops are comprised of a rich multimedia experience coupled with comprehensive technical labs. You should meet the following requirements before taking this workshop: Experience (1 year or more) as a full-time developer using Visual Studio .NET 2005 / .NET 2003 / .NET 2002 to design distributed application

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Collection 2778: Querying and Modifying Data in Microsoft SQL Server 2008 with Transact-SQL	<p>In this collection of nine 2-hour courses students will be able to query and modify data in Microsoft SQL Server 2008 using Transact-SQL. Topics covered in the courses within the collection include:</p> <ul style="list-style-type: none"> <li>• Introduction to Transact-SQL in Microsoft SQL Server 2008</li> <li>• Querying and Filtering Data in Microsoft SQL Server 2008</li> <li>• Grouping and Summarizing Data in Microsoft SQL Server 2008</li> <li>• Joining Data from Multiple Tables in Microsoft SQL Server 2008</li> <li>• Working with Subqueries in Microsoft SQL Server 2008</li> <li>• Modifying Data in Tables in Microsoft SQL Server 2008</li> <li>• Querying XML and Full-Text Indexes in Microsoft SQL Server 2008</li> <li>• Using Programming Objects for Data Retrieval in Microsoft SQL Server 2008</li> <li>• Querying Metadata in Microsoft SQL Server 2008</li> </ul> <p>This course also helps prepare you for exam: 70-432: Microsoft SQL Server 2008, Implementation and Maintenance and 70-433: Microsoft SQL Server 2008, Database Development.</p>
Collection 2778: Writing Queries Using Microsoft® SQL Server™ 2005 Transact-SQL	<p>This 18-hour, 9-course online collection is comprised of a rich multimedia experience coupled with comprehensive technical labs. This collection introduces you to Transact-SQL starting with basic SELECT queries, then advancing to grouping, joins, subqueries, data modification, transactions, and heterogeneous data sources. This collection is intended for IT Professionals who must access and manipulate data in SQL Server 2005 databases and other data sources. After completing this collection, you will be able to: Get started with databases and Transact-SQL. Perform basic queries. Group and summarize data. Join data from multiple tables. Work with subqueries. Modify data. Query metadata, XML, and full-text indexes. Use programming objects for data retrieval. Use advanced querying techniques. To get the most out of this collection, you should: Be familiar with a programming or scripting language. Understand relational databases and the concept of data normalization This collection also helps prepare you for certification exam 70-431</p>
Collection 2781: Designing Microsoft® SQL Server™ 2005 Server-Side Solutions	<p>These eight courses will teach database developers working in enterprise environments to design server-side database solutions that utilize SQL Server 2005 services. Students will also learn to consider the solution from a system-wide view instead of from a single database or server perspective. Topics covered within the collection: Database Services Strategy Security Strategy Data Model Strategy Transaction Strategy Notification Services Service Broker Source Control, Unit Testing and Deployment Advanced Query Techniques These courses will also prepare for exam 70-441 PRO: Designing Database Solutions by Using Microsoft SQL Server 2005 and 70-442 PRO: Designing and Optimizing Data Access by Using Microsoft SQL Server 2005.</p>
Collection 2782 : Designing Microsoft® SQL Server™ 2005 Databases	<p>These six courses will teach database developers working in enterprise environments how to design database solutions that meet organizational needs. Topics covered within the collection include: Systematic database design Logical /Physical database design. Designing for performance. Database access strategy. Database dependencies. These courses will also prepare you for exam 70-441 PRO: Designing Database Solutions by Using Microsoft® SQL Server™2005.</p>
Collection 2783: Designing the Data Tier for Microsoft® SQL Server™ 2005	<p>These six courses will teach database developers working in enterprise environments how to design databases solutions that meet organizational data access needs. Topics covered within the collection include: Data Access Technologies. Exception handling strategy. Query and Cursor strategy Caching and Scalability. These courses will also prepare you for exam 70-442 PRO: Designing and Optimizing Data Access by Using Microsoft® SQL Server™ 2005</p>
Collection 2784: Tuning and Optimizing Queries Using Microsoft® SQL Server™ 2005	<p>These six workshops will teach database developers working in enterprise environments how to analyze and address performance bottlenecks that occur within their Microsoft® SQL Server™ 2005 database solutions. Topics covered within the collection include: Measuring database performance Optimization through physical design. Query optimization. Refactoring cursors in queries. Index optimization. Managing concurrency and locking. These courses will also prepare you for exam 70-442 PRO: Designing and Optimizing Data Access by Using Microsoft® SQL Server™ 2005.</p>
Collection 2786: Designing a Microsoft® SQL Server™ 2005 Infrastructure	<p>This online learning collection of seven 2-hour courses focus on the knowledge and skills to design a Microsoft® SQL Server™ 2005 database infrastructure. It is intended for database administrators working in enterprise environments who would like to design their database infrastructure. This collection will also help prepare you for certification exam 70-443.</p>
Collection 2787: Designing Security for Microsoft® SQL Server™ 2005	<p>This 12-hour, 6-course online collection is comprised of a rich multimedia experience coupled with comprehensive technical labs. This collection provides you with the knowledge and skills to design security for database systems. It emphasizes that you think about your whole environment—business needs; regulatory requirements; and network, systems, and database considerations—during design. This collection is intended for current professional database administrators who have three or more years of on-the-job experience administering SQL Server database solutions in an enterprise environment. After completing this collection, you will be able to: Design SQL Server security to integrate with systems infrastructure Design security policies for databases Integrate data encryption into a design Design a SQL Server security exceptions policy Design a response strategy for threats and attacks To get the most out of this collection, you should: Have basic knowledge of security protocols and how they work. Have basic knowledge of public key infrastructure (PKI) systems. Have working knowledge of network architectures and technologies. Have working knowledge of Active Directory directory service.</p>
Collection 2788: Designing High-Availability Database Solutions Using Microsoft® SQL Server™ 2005	<p>With this collection of eight 2-hour courses, you gain the knowledge and skills to design high availability database solutions using Microsoft SQL Server 2005. The collection focuses on teaching experienced database administrators working in enterprise environments to design database solutions that meet the availability needs of their organization. It emphasizes that you should think broadly about high availability, which includes thinking about the database itself and about your entire environment, including business needs; regulatory requirements; and network, systems, and database considerations during design. You also learn how to document and test the high availability database solution. In addition, it is recommended, but not required, that you have completed collection 2778, Writing Queries Using Microsoft SQL Server 2005 Transact-SQL. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. This collection also helps prepare you for certification exam 70-444: PRO: Optimizing and Maintaining a Database Administration Solution by Using Microsoft SQL Server 2005</p>
Collection 2788: Designing High-Availability Database Solutions Using Microsoft® SQL Server™ 2005 (1)	<p>With this collection of eight 2-hour courses, you gain the knowledge and skills to design high availability database solutions using Microsoft SQL Server 2005. The collection focuses on teaching experienced database administrators working in enterprise environments to design database solutions that meet the availability needs of their organization. It emphasizes that you should think broadly about high availability, which includes thinking about the database itself and about your entire environment, including business needs; regulatory requirements; and network, systems, and database considerations during design. You also learn how to document and test the high availability database solution. In addition, it is recommended, but not required, that you have completed collection 2778, Writing Queries Using Microsoft SQL Server 2005 Transact-SQL. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. This collection also helps prepare you for certification exam 70-444: PRO: Optimizing and Maintaining a Database Administration Solution by Using Microsoft SQL Server 2005</p>
Collection 2789: Administering and Automating Microsoft® SQL Server™ 2005 Databases and Servers	<p>These two courses are comprised of a rich multimedia experience coupled with comprehensive technical labs. These courses provide you with the knowledge and skills to administer and automate Microsoft® SQL Server™ 2005 databases and servers. These courses emphasize that you should think about the whole environment, including business needs; and network, systems, and database considerations during design. These courses are intended for current professional database administrators who have three or more years of on-the-job experience administering SQL Server database solutions in an enterprise environment. After completing these courses, you will be able to: Manage and automate databases and servers. Manage supporting services. To get the most out of these courses, you should: Understand how replication works and how replication is implemented. Have working knowledge of source control software. Have working knowledge of networking. Have basic working knowledge of security infrastructures. Have some experience with database design. Have basic monitoring and troubleshooting skills.</p>

Nome do Curso	Descrição
Collection 2790: Troubleshooting and Optimizing Database Servers Using Microsoft® SQL Server™ 2005	This workshop is part of a collection of workshops that teaches IT Professionals working in enterprise environments to troubleshoot and optimize database servers. This includes monitoring, troubleshooting, and optimizing databases and database servers. This online learning workshop is comprised of a rich multimedia experience coupled with comprehensive technical labs
Collection 2826: Upgrading to Microsoft® Internet Security and Acceleration Server 2004	This online learning collection is for IT professionals who are proficient with Microsoft Internet Security and Acceleration (ISA) Server 2000 and provides the knowledge and skills necessary to upgrade existing installations to ISA Server 2004. The collection will discuss differences in how tasks are performed between the product versions and it will also highlight the new features offered by ISA Server 2004.
Collection 3201: Developing Microsoft® ASP.NET 2.0 Web Applications	This collection is intended for .NET Developers who have experience working with ASP.NET 1.0 and would like to start taking advantage of the new features in ASP.NET 2.0. You should meet the following requirements before taking this course: Experience developing .NET Web applications using ASP.NET 1.0/1.1 HTML XML ADO.NET (1.0/1.1) This course covers such new features as Master Pages, Configuration, Forms based security, the data source model, application services, state management, Web parts, and personalization
Collection 5051: Monitoring and Troubleshooting Microsoft Exchange Server 2007	In this collection, comprised of 5 online courses, you monitor and troubleshoot several aspects of Microsoft Exchange Server 2007. These include client performance and connectivity issues, messaging flow, mailbox servers, and external and additional services. You also identify the operational trends to determine an appropriate troubleshooting or upgrading solution for your organization. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who monitor and troubleshoot Microsoft Exchange Server 2007. This course helps prepare you for certification exam 70-236. This course also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP).
Collection 5058: Deploying 2007 Microsoft® Office System Client Products	These 6 2-hour courses are part of a collection of courses that teaches about deploying and installing 2007 Microsoft Office System client applications. These courses are for both Desktop Specialists who deploy and configure Office, as well as Technical Decision Makers who are responsible for purchasing and adoption decisions. Topics covered in the collection include: Windows® Imaging Format and ImageX Planning and Customizing Client Deployment Deploying in multilingual environments These courses help you prepare for exam 70-624. Student prerequisites: Experience deploying, managing, and supporting either Windows client systems or Office System technologies. Familiarity with standard client and application deployment methods, such as RIS, imaging, and SMS. Familiarity with networking fundamentals. Familiarity with Active Directory® directory service. Familiarity with the 2007 Office System and Windows Vista™.
Collection 5093: Installing and Configuring Microsoft Exchange Server 2007	In this collection, composed of seven online courses, you install Microsoft Exchange Server 2007, examine Active Directory integration, and configure mailbox servers, Outlook and mobile clients, recipient objects, and unified messaging. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who implement Microsoft Exchange Server 2007. To get the most out of this collection, it is recommended that you have completed clinic 5091 or have basic knowledge of Unified Messaging. This collection is one of three collections (5093, 5094, 5051) that constitute the core of the Microsoft Exchange Server 2007 technology series. This collection helps prepare you for certification exam 70-236. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS)
Collection 5094: Managing Microsoft Exchange Server 2007	In this online learning collection composed of eight courses, you will learn to manage Microsoft Exchange Server 2007. You will learn about e-mail addresses, address lists, message transport, messaging policies, anti-spam, management shell, mailbox recovery, and edge transport servers. This course also helps prepare you for certification exam 70-236. This online learning collection is composed of rich multimedia content coupled with comprehensive technical labs. It is intended for IT Professionals who need to implement or support Microsoft Exchange Server 2007. To get the most out of this collection it is recommended that you have a general understanding of Exchange Server 2007. This collection is one of three collections designed together to form the core of the Microsoft Exchange Server 2007 technology series. The three collections are: 5093, 5094, and 5051.
Collection 5095: Designing the Microsoft Exchange Server 2007 Infrastructure	In this collection comprised of six online courses, you explore the factors involved in designing a Microsoft Exchange Server 2007 infrastructure. This includes server and message routing, security, and coexistence and upgrade scenarios. You also explore designing a disaster recovery strategy, Exchange server policies, and a highly-available Exchange server solution. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who design Microsoft Exchange Server 2007 infrastructures. This helps prepare you for certification exam 70-237.
Collection 5097: Upgrading Core Skills to Microsoft® Exchange Server 2007	In this online learning collection composed of six courses, you build upon your knowledge of Exchange Server 2003 to implement Microsoft Exchange Server 2007. This also helps prepare you for certification exam 70-236. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who currently support Exchange Server 2007 and must implement or support Microsoft Exchange Server 2007. To get the most out of this collection, you should have a deep understanding of Exchange Server 2003 and a general understanding of Exchange Server 2007. This collection is a select subset of three collections designed together to comprise the core of the Microsoft Exchange Server 2007 technology series. The three collections are: 5093, 5094, and 5051. This collection also helps you prepare to become a Microsoft® Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP). To get the most out of this collection it is recommended that you have completed clinic 5091 or have basic knowledge of Unified Messaging
Collection 5098: Deploying the Microsoft Exchange Server 2007 Infrastructure	In this collection of five online courses, you examine the planning requirements for the deployment of a Microsoft Exchange Server 2007 infrastructure. This includes planning for a messaging solution, for maintaining operational procedures and guidelines for managing the messaging environment, and for implementing a messaging security and compliance solution. You also examine various scenarios for upgrading to Microsoft Exchange Server 2007 from an existing messaging solution and the considerations involved in planning a highly available implementation. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who deploy Microsoft Exchange Server 2007 infrastructures. This collection helps prepare you for certification exam 70-238.
Collection 5103: Upgrade Skills to Configure Windows Vista	In this online collection composed of eight courses, you build upon your knowledge of Windows XP to configure Windows Vista client settings, Windows Vista networking, and security. This collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista. This is a select subset of three collections designed to comprise the core of the Windows Vista technology series. The three collections are: 5347, 5354, and 5360. This collection helps prepare you for certification exams 70-620, 70-621, and 70-623. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP)
Collection 5104: Upgrade Skills to Support Windows Vista Consumers	In this online collection composed of six courses, you build upon your knowledge of Windows XP to upgrade your professional skills to support Windows Vista consumers. This includes troubleshooting of Windows Vista, applications and security issues. This also helps prepare you for certification exam 70-623. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista in a home environment. To get the most out of this collection, you should have Windows XP support experience and a technical understanding of Windows Vista provided in collection 5103. This collection is a select subset of collections 5366 and 5379 designed together to comprise the Windows Vista professional consumer track. This collection also helps you prepare to become a Microsoft Certified IT Professional (MCITP).
Collection 5106: Upgrading Enterprise Desktop Support Skills to Windows Vista	In this online collection composed of six courses, you upgrade your existing enterprise desktop support skills from Windows XP to Windows Vista. This includes supporting and troubleshooting Windows Vista applications, security issues, and desktop deployment. This also helps prepare you for certification exam 70-621. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista in an enterprise environment. To get the most out of this collection, you should have Windows XP support experience and a technical understanding of Windows Vista provided in collection 5103. This collection is a select subset of collections 5366 and 5372 designed together to comprise the Windows Vista professional enterprise track. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP).

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Collection 5125: Introducing Microsoft Office Communications Server 2007	This collection of 2-hour courses explains the enterprise capabilities provided by Microsoft Office Communications Server 2007. These courses are for infrastructure specialists working within organizations that are looking to deploy Office Communications Server within their solutions. Topics covered within the collection include: Enterprise Instant Messaging On-Premise Conferencing and Telephony Student prerequisites Familiarity with the following: Active Directory concepts Exchange messaging concepts SharePoint concepts Microsoft Office 2003 or 2007 fundamentals Fundamental concepts of Windows Server 2003 Fundamental networking knowledge and experience
Collection 5148: Implementing a Microsoft® Exchange Server 2003 Messaging Environment	This is a collection of courses that teaches IT Professionals working in enterprise environments to implement Exchange Server 2003. This includes installing, securing, and configuring Exchange servers. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs
Collection 5149: Managing a Microsoft® Exchange Server 2003 Messaging Environment	This is a collection of courses that teaches IT Professionals working in enterprise environments to manage Exchange Server 2003. This includes managing recipients, public folders, address lists, Microsoft Outlook® Web Access, client configuration and connectivity, and mobile devices. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs
Collection 5160: Core Development with the Microsoft® .NET Framework 2.0 Foundation (formerly part of Collection 2956)	This course contains: Access to a virtual machine lab Access to the Microsoft® .NET Framework Version 2.0 Foundation Forums These 7 2-hour courses cover the core foundation of the Microsoft® .NET Framework 2.0. These courses are for experienced developers who want to incorporate the core functionality of the framework within their applications. This collection also helps you prepare for Exam 70-536 TS: Microsoft .NET Framework 2.0—Application Development Foundation. Topics covered: System Types Collections and Generics Configuration and Installation Monitoring and Debugging File IO Globalization Delegates and Events Requirements: Experience (1 to 3 months) as a full-time developer using Visual Studio .NET 2005 Experience developing one or more of the following: Web Applications Windows Forms Applications Server Components XML Web Services
Collection 5161: Advanced Development with the Microsoft® .NET Framework 2.0 Foundation (formerly part of Collection 2956)	Each course in this collection contains: Access to a virtual machine lab Access to the Microsoft® .NET Framework Version 2.0 Foundation Forums These 8 2-hour courses cover the advanced foundation of the Microsoft® .NET Framework 2.0. These courses are for experienced developers who want to incorporate the advanced functionality of the framework within their applications. This collection also helps you prepare for Exam 70-536 TS: Microsoft .NET Framework 2.0—Application Development Foundation. Topics covered: Serialization GDI+ Code Access Security Cryptography Interoperability Service Applications and Email Type Metadata Multithreading and AppDomains Requirements: Experience (1 year) as a full-time developer using Visual Studio .NET 2005 Experience developing one or more of the following: Web Applications Windows Forms Applications Server Components XML Web Service
Collection 5257: Core Training for Windows Vista	This collection of online courses covers the core skills and knowledge you will need to get the most out of the Windows Vista operating system
Collection 5258: Core Training for Microsoft Office Word 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office Word 2007.
Collection 5259: Core Training for Microsoft® Excel® 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft® Office Excel 2007
Collection 5260: Core Training for Microsoft Office PowerPoint 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office PowerPoint 2007
Collection 5261: Core Training for Microsoft Outlook 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft® Office Outlook® 2007
Collection 5262: What's New in the 2007 Microsoft Office System	This collection of online courses covers the new features and functionality in the 2007 Microsoft Office release. Select this collection to get up to speed quickly with the latest release of Microsoft Office.
Collection 5263: Core Training for Microsoft Office Access 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office Access 2007.
Collection 5264: Core Training for Microsoft Office Project 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft® Office Project 2007.
Collection 5265: Core Training for Microsoft Office Visio 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office Visio 2007.
Collection 5266: Core Training for Windows SharePoint Services 3	This collection of online courses covers the core skills and knowledge you will need to get the most out of Windows SharePoint Services 3
Collection 5267: Core Training for Microsoft Office OneNote 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office OneNote 2007
Collection 5268: Core Training for Microsoft Office InfoPath 2007	This collection of online courses covers the core skills and knowledge you will need to get the most out of Microsoft Office InfoPath 2007
Collection 5347: Installing and Configuring Windows Vista	In this online collection composed of six courses, you gain the knowledge and skills to install and configure Windows Vista. You also get in-depth information about the Windows Vista startup process and file systems. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista. This collection helps prepare you for certification exams 70-620, 70-621, and 70-623. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP). This is one of three collections designed as the core of the Windows Vista technology series. The three collections are: 5347, 5354, and 5360
Collection 5354: Configuring Windows Vista Networking and Security	In this online collection composed of five courses, you gain the knowledge and skills to configure Windows Vista Networking and Security with in-depth coverage of the Windows Vista TCP/IP stack, network services, and security implementation. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista. This is one of three collections that comprise the core of the Windows Vista technology series. The three collections are: 5347, 5354, and 5360. This collection helps prepare you for certification exams 70-620, 70-621, 70-622, and 70-623. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP).
Collection 5360: Configuring Windows Vista Applications and Devices	In this online collection composed of five courses, you gain the knowledge and skills to configure and troubleshoot Windows Vista applications and devices including Internet Explorer, Media Center, and Mobile devices. In addition, there is in-depth coverage of printing, scanning, and faxing. This also helps prepare you for certification exams 70-620, 70-621, 70-622, and 70-623. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista. This is one of three collections designed together to comprise the core of the Windows Vista technology series. The three collections are: 5347, 5354, and 5360. This collection also helps you prepare to become a Microsoft Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP).
Collection 5366: Maintaining and Troubleshooting Computers Running Windows Vista	In this online learning collection composed of six courses, you gain the knowledge and skills to troubleshoot Windows Vista. This includes hardware, authentication, Office applications, and the use of Sysinternals tools. This also helps prepare you for certification exams 70-622, and 70-623. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista. To get the most out of this collection it is recommended that you have strong Windows Vista technical skills. This is the first of three collections (5366, 5372, 5379) designed together to comprise the Windows Vista Professional series. This collection also helps you prepare to become a Microsoft Certified IT Professional (MCITP).

Nome do Curso	Descrição
Collection 5372: Deploying Windows Vista Desktop Images and Applications	In this online learning collection composed of seven courses, you will create and deploy Windows Vista desktop images and applications using Windows Imaging Format, ImageX, Windows PE, and USMT. In addition, you troubleshoot applications and enterprise support issues. This also helps prepare you for certification exam 70-622. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows Vista in an enterprise environment. To get the most out of this collection it is recommended that you have strong Windows Vista technical skills. This is one of three collections (5366, 5372, 5379) designed together to comprise the Windows Vista Professional series. This collection also helps you prepare to become a Microsoft Certified IT Professional (MCITP)
Collection 5379: Supporting Windows Vista for the Consumer Support Technician	In this online collection composed of five courses, you gain the knowledge and skills to support Windows Vista in a home environment. This includes troubleshooting consumer related issues such as user data migration, applications, networking, security attacks, and viruses. This also helps prepare you for certification exam 70-623. This online collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who support Windows Vista in a home environment. To get the most out of this collection it is recommended that you have strong Windows Vista technical skills. This is one of three collections (5366, 5372, 5379) designed together to comprise the Windows Vista Professional series. This collection also helps you prepare to become a Microsoft Certified IT Professional (MCITP)
Collection 5385: Developing Solutions with Microsoft Windows SharePoint Services 3.0 and Visual Studio 2005	This online learning collection, which is composed of six courses, helps you gain the knowledge and skills to develop and customize a Windows SharePoint Services 3.0 solution. The topics within the collection include: Server and Site Objects Security Lists and List Events Documents and Libraries List Metadata and Content Types Navigation and Layout This course helps prepare you for certification exam, 70-541. This online learning collection provides a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who need to implement or support Windows SharePoint Services 3.0. This collection also helps you prepare to become a Microsoft® Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP). Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Collection 5392: Developing and Extending Microsoft Windows SharePoint Services 3.0 with Visual Studio 2005	In this online learning collection composed of six courses, you build on your existing knowledge of WSS and learn how to further extend Windows SharePoint Services 3.0 solutions. Topics covered within the collection include: Creating Custom Web Parts in WSS 3.0 Working with Features and Site Definitions in WSS 3.0 Using Events and Event Receivers in WSS 3.0 Implementing Business Processes with WSS 3.0 Workflows Working with Site Services in WSS 3.0 Deploying WSS 3.0 Solutions Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Collection 5403: Implementing Microsoft® Windows® SharePoint® Services 3	In this online learning collection composed of six courses, you will gain the knowledge and skills to deploy a Windows SharePoint Services (WSS) 3.0 solution. Topics covered within the collection include: Introduction to WSS 3.0 Administration Deployment Customizing WSS 3.0 and Security Site Maintenance and Optimization The courses in this collection also help prepare you for certification exam 70-631. This online learning collection is composed of a rich multimedia experience coupled with comprehensive technical labs. It is intended for IT Professionals who must implement or support Windows SharePoint Services 3.0. This collection also helps you prepare to become a Microsoft® Certified Technology Specialist (MCTS) and Microsoft Certified IT Professional (MCITP). Student Prerequisites: Have on-the-job experience implementing, managing, and supporting Microsoft Windows Server 2003, including Internet Information Services (IIS). Have working knowledge of networking, for example, TCP/IP and Domain Name System (DNS). Recommended on-the-job experience implementing, managing, and supporting Windows SharePoint Services 2.0.
Collection 5404: Implementing Microsoft® Office SharePoint® Server 2007	In this online learning collection composed of six courses, you will gain the knowledge and skills to deploy a Microsoft Office SharePoint Server 2007 solution. Topics covered in the courses within the collection include: Introduction to MOSS 2007 Administration Content Management InfoPath Forms Business Intelligence Solutions These courses in the collection also help prepare you for certification exam 70-630. Student Prerequisites: Have completed (or equivalent knowledge / experience): 5403AE - Implementing Microsoft Windows SharePoint Services 3.0. Have on-the-job experience implementing, managing, and supporting Microsoft Windows Server 2003, including Internet Information Services (IIS). Have working knowledge of networking, for example, TCP/IP and Domain Name System (DNS). Have basic knowledge of key benefits of Microsoft Office SharePoint Server (MOSS), new features and functionality of MOSS, and WSS 3.0 acting as a platform for MOSS.
Collection 6071: Developing Solutions with Microsoft Office SharePoint Server 2007 and Visual Studio 2005	In this online collection composed of six courses, you will learn how to develop customized Microsoft Office SharePoint Server 2007 solutions. Topics covered within the collection include Enterprise Content Management, Single-Sign On, and InfoPath and Excel services. Additionally, the courses will cover the Business Data Catalog, and Search and Audience Targeting features. These courses will help you prepare for the 70-542 TS: Microsoft Office SharePoint Server 2007 exam
Collection 6306: Designing a Microsoft Office SharePoint Server 2007 Solution	This 14-hour online collection provides IT Professionals with the knowledge and skills required to plan and design a Microsoft Office SharePoint Server 2007 solution. Topics covered in the courses within the collection include: Design of server farms and topologies. Design of Web site, search, and document management solutions. Design of business intelligence solutions and InfoPath Forms Services. Design of security, authentication, and Enterprise Search. Design for performance and capacity. Student Prerequisites Experience working with Windows Server operating system, Windows client operating system, and SQL Server (2000 and or 2005) Experience planning, deploying, maintaining, and troubleshooting Office SharePoint Server 2007 and WSS 3.0 Fundamental experience and knowledge of Active Directory concepts and networking concepts Good knowledge of Microsoft Office 2003/2007 Office System.
Collection 6420: Fundamentals of a Windows Server 2008 Network Infrastructure and Application Platform	This collection of ten 2-hour courses provides IT Professionals with an overview of network infrastructure and application platform in Windows Server 2008. This collection also provides IT Professionals with the knowledge and skills required to implement basic networking features and functionalities in Windows Server 2008. Topics covered in the courses within the collection include: Introduction to implementing TCP/IPv4 and IPv6 Creating IPv4 address spaces Introduction to administering Windows Server 2008 Introduction to implementing security Configuration of remote access and routing Introduction to implementing network load balancing and virtualization Implementation of printing Student prerequisites A+, Server+, hardware piece of Net+ familiar with Windows (client side) Working knowledge of Windows Server 2003 environment Working knowledge of networking technologies
Collection 6421: Configuring and Troubleshooting a Windows Sever 2008 Network Infrastructure	This 20-hour collection provides you with the knowledge and skills to implement and configure secure network access and to implement fault tolerant storage technologies with FSRM2 and DFS. Topics covered in the courses within the collection include: Configuration of server roles, DNS, DHCP, NPS, NAP, IPsec NAP Enforcement, and file services IPv6 TCP/IP and RRAS configuration Backup and security configuration This collection helps you prepare for exam 70-642: TS: Windows Server 2008 Network Infrastructure, Configuring. Student Prerequisites Working experience with Windows Server 2003 or Windows Server 2008 Completion of the online collection 6420: Fundamentals of a Windows Server 2008 Network Infrastructure and Application Platform or equivalent knowledge Understanding of security concepts and methodologies (for example, corporate policies) Basic knowledge of DHCP and IPsec
Collection 6424: Fundamentals of Windows Server 2008 Active Directory	This 18-hour collection provides you with an overview of Active Directory services in Windows Server 2008. Topics covered in the courses within the collection include: Introduction to Active Directory roles Introduction to AD DS, AD LDS, AD CS, AD RMS, and AD FS Management of access to resources Student prerequisites Knowledge of networking concepts such as TCP/IP functions; NET+ or equivalent knowledge Intermediate knowledge of network operating systems Basic knowledge of server hardware with A+ or equivalent knowledge Completion of collection 6420: Fundamentals of a Windows Server 2008 Network Infrastructure and Application Platform and collection 6421: Configuring and Troubleshooting a Windows Sever 2008 Network Infrastructure, or Exam 70-642 TS: Windows Server 2008 Network Infrastructure, Configuring
Collection 6425: Configuring Windows Server 2008 Active Directory Domain Services	This 20-hour collection provides IT Professionals with the knowledge and skills to configure Active Directory Domain Services (AD DS) in Windows Server 2008. Topics covered in the courses within the collection include: AD DS and DNS integration Group policy object configuration Security implementation by using group policies AD DS monitoring and maintenance plan implementation This collection helps you prepare for exam 70-640 TS: Windows Server 2008 Active Directory, Configuring. Student Prerequisites Basic knowledge of networking concepts such as TCP/IP functions: IP addressing, including DHCP addressing; DNS name resolution, including WINS; and connection methods such as wired, wireless, and VPN; and .NET+ or equivalent knowledge Completion of online collection 6424: Fundamentals of Windows Server 2008 Active Directory or equivalent knowledge.

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Nome do Curso	Descrição
Collection 6426: Distance Learning Collection for Collection 6517: Updating your Active Directory Technology Skills to Windows Server 2008	Collection 6426: Distance Learning Collection for Collection 6517: Updating your Active Directory Technology Skills to Windows Server 2008
Collection 6427: Configuring and Troubleshooting Internet Information Services 7.0 in Windows Server 2008	This collection of twelve 2-hour premium courses teaches IT Professionals how to plan, implement, and support Internet Information Server 7.0. Topics covered in the courses in this collection include: Installing, configuring and deploying Microsoft Internet Information Services 7.0 Tuning and troubleshooting Microsoft Internet Information Services 7.0 Administering and securing Microsoft Internet Information Services 7.0 Migration to Microsoft Internet Information Services 7.0 Configuring FTP on Microsoft Internet Information Services 7.0 Integrating SMTP and UDDI with Microsoft Internet Information Services 7.0 The content in this course supports the following certification exam(s): Exam 70-649 TS: Transition from Windows Server 2003 MCSE to Windows Server 2008 Technology Specialist Exam 70-643 TS: Configuring Windows Server 2008 Application Services Audience Prerequisites: Practical knowledge of Windows Server 2008 administration Experience of setting security properties on network resources Experience with security certificates Knowledge of the HTTP and TCP/IP protocols
Collection 6435: Designing Network Infrastructure in Windows Server 2008	This 14-hour online collection provides you with the knowledge and skills required to design Windows Server 2008 network infrastructure. Topics covered in the courses within the collection include: Network infrastructure connectivity design in Windows Server 2008 Design of Name resolution and NAP Network access design Operating system deployment Design of Shared resources and High availability solution This collection helps you prepare for exam 70-647 Pro: Windows Server 2008, Enterprise Administrator. Student Prerequisites Technology Specialist knowledge of Windows Server 2008 Intermediate understanding of networking such as how TCP/IP functions; addressing, including Dynamic Host Configuration Protocol (DHCP); Domain Name System (DNS) or Windows Internet Name Service (WINS) name resolution; connection methods; and NET+ or equivalent knowledge
Collection 6436: Designing Active Directory Infrastructure and Services in Windows Server 2008	This 20-hour online collection provides you with the knowledge and skills required to design Windows Server 2008 Active Directory infrastructure and services. Topics covered in the courses within the collection include: AD DS forest infrastructure design AD DS domain infrastructure and administrative structures design AD DS Group Policy and security design AD DS availability, disaster recovery, and migrations design Design of identity and access management Public key infrastructure design This collection helps you prepare for exam 70-647 Pro: Windows Server 2008, Enterprise Administrator. Student Prerequisites Windows Server 2008 Technology Specialist-level knowledge Advanced understanding of networking concepts such as TCP/IP functions; addressing; name resolution; DNS name resolution including WINS; connection methods such as wired, wireless, and VPN; and NET+ or equivalent knowledge
Collection 6437: Designing a Windows Server 2008 Applications Infrastructure	This 10 hour on-line collection provides IT professionals with the knowledge & skills required to design services by using Windows Server 2008. Topics covered in this collection include: Designing Web Farms Virtualization Debugging & Diagnostics Terminal services Security & maintenance Media services The content in this collection supports the following certification exam: 70-647, Pro: Windows Server 2008, Enterprise Administrator Student prerequisites: Practical knowledge of Windows Server 2008 administration. Experience of supporting Windows Server 2008 or Windows Server 2003 as an application platform. To get the most out of this collection you should have the following certifications or equivalent knowledge: 70-642: TS: Windows Server 2008 Network Infrastructure, Configuring 70-640: TS: Windows Server 2008 Active Directory, Configuring 70-643: TS: Windows Server 2008 Applications, Configuring
Collection 6460: Visual Studio 2008: Windows Presentation Foundation	In this 20-hour online collection, developers will learn how to create, configure, manage, and deploy Windows Presentation Foundation (WPF) applications. Topics covered within these courses include: Creating a WPF application Building user interfaces Customizing the appearance of a WPF application Binding data to controls Binding data to collections Creating new controls Managing documents Adding 2-D graphics Adding 3-D graphics and multimedia Configuring and deploying WPF applications This course will also prepare you for exam 70-502 TS: Microsoft .NET Framework 3.5 - Windows Presentation Foundation. Student prerequisites To get the most out of this collection, the target audience should have previous experience with developing applications by using earlier versions of Microsoft Visual Studio.
Collection 6461: Visual Studio 2008: Windows Communication Foundation	In this 20-hour on-line collection application developers will learn how to design and implement services using Windows Communication Foundation. Topics covered within these courses include: Introduction to Windows Communication Foundation Configuring and Hosting WCF Services Managing Endpoints and Behaviors by Using WCF Debugging and Diagnostics in WCF Services Designing and Defining Contracts by Using WCF Handling Errors by Using WCF Managing WCF Service Instances and Concurrency Improving the Performance of WCF Services Implementing Security for WCF Implementing Transactions in WCF This collection will also prepare you for exam 70-503 TS: Microsoft .NET Framework 3.5 - Windows Communication Foundation. Student prerequisites To get the most out of this collection the target audience should have previous experience with Windows Visual Studio development system.
Collection 6462: Visual Studio 2008: Windows Workflow Foundation	In this 12-hour on-line collection, application developers will learn how to build and configure a Microsoft Windows Workflow Foundation solution. Topics covered within these courses include: Creating and Hosting Workflows Applying Conditions and Rules to Workflows by Using Windows Workflow Foundation Communicating with Workflows by Using Windows Workflow Foundation Creating and Configuring Custom Activities by Using Windows Workflow Foundation Creating and Managing Runtime Services by Using Windows Workflow Foundation Managing Faults, Cancellations, Transactions, and Compensations This collection will also prepare you for exam 70-504 TS: Microsoft .NET Framework 3.5 - Windows Workflow Foundation. Student prerequisites To get the most out of this collection, the target audience should have previous experience developing applications by using earlier versions of Microsoft Visual Studio.
Collection 6463: Visual Studio 2008 ASP.NET	This 20-hour collection provides you with the knowledge and skills to work with ASP.NET 3.5 in Visual Studio 2008. Topics covered in the courses within the collection include: ASP.NET 3.5 application creation and deployment Data binding Security implementation ASP.NET AJAX State and caching management This collection helps you prepare for exam 70-562 TS: Microsoft .NET Framework 3.5 - ASP.NET. Student Prerequisites Three years of experience in developing, monitoring, and debugging Web applications by using ASP.NET 1.1 or ASP.NET 2.0 Knowledge of programming in C# or Microsoft Visual Basic .NET (VB.NET) Knowledge of security concepts such as forms authentication At least one year of experience in working with Internet Information Services (IIS) Experience in working with Visual Studio 2005 or later Knowledge of ADO.NET Experience in working with Microsoft .NET Framework classes that are related to ASP.NET and ADO.NET
Collection 6464: Visual Studio 2008 ADO.NET	This 20-hour collection provides you with the knowledge and skills to work with ADO.NET 3.5 in Visual Studio 2008. Topics covered in the collection include: Database access by using ADO.NET 3.5 applications Data access by using ADO.NET 3.5 applications Data retrieval by using DataSets in ADO.NET 3.5 applications Data updates in ADO.NET 3.5 applications XML data access in ADO.NET 3.5 applications Data synchronization in ADO.NET 3.5 applications Language Integrated Query Data access implementation by using Language Integrated Query to Microsoft SQL Designer Implementation of the entity framework in ADO.NET 3.5 applications Application implementation by using data services This collection helps you prepare for exam 70-561 TS: Microsoft .NET Framework 3.5 ADO.NET. Student Prerequisites Three years of experience in developing Web applications, Windowsbased applications, or distributed applications by using Microsoft .NET Framework 1.1 or 2.0 Knowledge of programming in C# or Microsoft Visual Basic .NET (VB.NET) At least one year of experience in using Microsoft SQL Server and other relational database management systems such as Oracle, DB2, and MySQL Knowledge of Web services and XML .
Collection 80016: Financials I in Microsoft Dynamics AX 2009	This training material covers the basic financial functionality available in Microsoft Dynamics AX. An individual will learn how to set up the General Ledger, Accounts Payable, Accounts Receivable, and Bank Modules of Microsoft Dynamics AX, as well as how to create transactions. Labs encompassing the information covered allow an individual practice in setting up financials in Microsoft Dynamics AX By actively participating, this collection will help you acquire a basic understanding of the General Ledger, Accounts Payable, Accounts Receivable, and Bank Modules This training material is intended for individuals who are on the implementation team, administering or using the financial management modules in Microsoft Dynamics AX. This audience typically includes individuals who are tasked with assessing a customers business needs and advising them on the use, configuration and customization of the application. Additionally, individuals responsible for training or supporting Microsoft Dynamics AX benefit from this training material.

Nome do Curso	Descrição
Collection 80017: Financials II in Microsoft Dynamics AX 2009	This two-day instructor-led course explores the advanced financial functionality. Some topics that are covered include the setup and usage of budgeting, cash flow management, multicurrency, intercompany, and consolidated accounting. Additionally, students learn the multiple advanced payment options, XBRL taxonomy, customer account statements, collection letters, interest, year-end close functionality, and financial statements. This course is an extension of the Financials I collection Students can do the following: Set up and maintain budgets Understand cash flow functionality Setup and maintain multicurrency Understand advanced payment functionality Set up and process intercompany accounting Setup and process company consolidations Set up and process customer account statements, collection letters, and interest Create and use dimension hierarchies Import and use XBRL taxonomy Perform a year-end close Set up and print financial statements This collection is for people on the implementation, training, or support teams or those who administer or use the financial management modules.
Collection 80018: Fixed Assets in Microsoft Dynamics AX 2009	This training material provides students with the knowledge and skills to use the Fixed Assets functions in Microsoft Dynamics AX 2009. The course focuses on the various setup requirements for Fixed Assets, transactions, and reports and inquiries. By actively participating, this collection will help you: Set up the Fixed asset system, including Parameters and Number sequences. Set up the necessary components for Fixed assets, such as Value models, Fixed asset groups, Depreciation methods, Depreciation profiles, and Depreciation conventions. Create and update Fixed asset records and transactions, including acquisitions, depreciation, disposal and adjustment transactions. Inquire into and run reports on Fixed asset transactions. This collection is intended for individuals on the implementation team, who assess a customer's business needs and advise them on the use, configuration and customization of Fixed Assets.
Collection 80020: Introduction to Microsoft Dynamics AX 2009	This training provides information about the basics of Microsoft Dynamics AX 2009 including the system architecture, key features of the application core modules, navigation and configuration tools, and differentiating features By actively participating, this collection will help you to acquire a basic understanding of how to maneuvering in Microsoft Dynamics AX 2009 as well as personalizing the application using configuration tools and command menus This course is intended for novice users of Microsoft Dynamics AX. Students must have basic Microsoft® Windows® navigation skills.
Collection 80041: Finance in Microsoft Dynamics NAV 2009	This course provides the necessary tools for students to create postings, process cash management, journal development and follow transactions. Process receivables and payables management and the management of VAT The course completion objectives are for students to: Maintain and work with the General Ledger. Process a bank reconciliation. Use journals and batches. Understand receivables management. Understand payables management. Setup and work with multicurrency. Perform standard end of year financial closing operations. The intended audience for this course includes individuals administrating or using the financial management functions. Individuals responsible for training or supporting.
Collection 80043: Introduction to Microsoft Dynamics NAV 2009	The basic functionality and personal customization options regarding Microsoft Dynamics 2009 are demonstrated Provide an overview of ERP and Microsoft Dynamics® NAV 2009. Navigate in the Role Center. Use function keys and basic keyboard shortcuts. Able to Customize Microsoft Dynamics NAV 2009 UI (User Interface). Navigate and customize the List Places. Change the look of windows in the program. Enter and edit information. Obtain selected information from the program. Look up a business partner's location on a map. This course is intended for Information worker and IT professionals.
Collection 80049: Applications Setup in Microsoft Dynamics NAV 2009	This training content provides students with the tools to implement and maintain cross-application setup data after the system components are installed. The focus is on the application-oriented work involved in setting up and maintaining company-wide rules, data, and users After completing this course, students will be able to: Initiate a new Microsoft Dynamics NAV company using the RIM toolkit. Set up companywide number series. Create general journal templates and batches. Set up posting groups and recognize how posting groups direct posting transactions. Set up the various aspects of dimensions. Manage user rights (including logins and permissions) and set up RoleTailored profiles. Set up the document approval system. This course is intended for Microsoft Dynamics NAV partners and administrators who are responsible for implementing and maintaining application setup data in Microsoft Dynamics NAV installations.
Collection 8671: Bank Reconciliation in Microsoft Dynamics GP 10.0	This collection helps develops knowledge of the accounting functionality available in Bank Reconciliation. The setups encountered when setting up the system are discussed. You will also be introduced to tasks such as creating and setting up checkbooks, handling daily procedures, checkbook reconciliation and maintaining records in Bank Reconciliation By actively participating you should learn: The setup options available in Bank Reconciliation to customize the system to better fit an organizations needs How to setup key records such as checking accounts How and where transactions can be entered within Bank Reconciliation Posting options and information flow within Bank Reconciliation Using reports and inquiries to access needed information Key issues and steps to complete period-end procedures and checkbook reconciliation Partners, Customers & Employees who plan to use and support Microsoft Dynamics GP Bank Reconciliation.
Collection 8691: Fixed Assets in Microsoft Dynamics GP 10.0	This online course is specifically designed for Microsoft Dynamics GP partners & customers. As a participant, you should gain an understanding of the Fixed Assets module. You will be introduced to the setup steps required to prepare the Fixed Assets module for data entry. During this course, we will create and maintain asset records as well as perform tasks such as assets transfers, depreciation and retirements. You will be asked to complete Fixed Assets tasks to help familiarize you with the product. An overview of asset inquiries, reports and year end processes is also presented The general setups that need to be completed before entering assets How to set up a fixed asset Processes to depreciate, retire, and transfer assets Ability to project depreciation over a period of time without affecting current depreciation amounts Steps to complete year end in Fixed Assets Inquiries and reports that are available to access data Customers, Partners, and Employees who plan to sell, support, or work with the Microsoft Dynamics GP Fixed Assets module, and those who wish to take the Microsoft Dynamics GP Financials exam.
Collection 8811: Foundation in Microsoft Dynamics GP 10.0	This collection focuses on the System Manager module, which is the foundation of the Microsoft Dynamics GP application. It also provides information on basic navigation and elements used and found throughout the application. This collection better prepares you to handle tasks such as setting up the Microsoft Dynamics GP system, creating and setting up companies and customizing the system Complete the setup options in System Manager to customize the system to fit an organizations needs Set up key records used throughout the different modules; such as company, posting, credit cards, payment terms, report options, taxes, etc. Learn about basic elements and navigation tips that are used throughout the application Identify how installation options affect the system and affect the Microsoft Dynamics GP application. Customers, Partners, and Employees who plan to sell, support, or work with the Microsoft Dynamics GP system and especially those who wish to take the Microsoft Dynamics GP Financials exam.
Collection 8812: General Ledger in Microsoft Dynamics GP 10.0	This course is designed to provide students with training on the features and functionality relating to Microsoft Dynamics GP General Ledger. Students will learn the setup procedures required to use this module effectively, as well as how to enter and post transactions, perform inquiries and print reports, and complete period and year-end processing efficiently. By actively participating in this training, you should learn: - the basic setup of General Ledger - how to create new posting accounts, unit accounts, and allocation accounts - how to enter budget information - the function and setup of Quick Journals - how to enter and post transactions - how to set up inter-company relationships, and enter and post inter-company transactions - how to define the components of an organization using Organizational Structures - how to use Multidimensional Analysis - how to correct transactions that have been posted incorrectly - how to change and delete account records - how to inquire on transactions, and print General Ledger reports and financial statements - steps to complete a period-end and year-end close Customers, Partners or Employees who need to learn the features of General Ledger to support, sell or use the General Ledger module. This course also helps in preparation for a part of the Microsoft Dynamics GP Financials exam.

Nome do Curso	Descrição
Collection 8816: Inventory Control in Microsoft Dynamics GP 10.0	In this course, you see all the setups and how they enable you to track comprehensive information about your inventory. Different types of transactions and the windows used to enter and post items are discussed. The Stock Count Feature allows you to easily create and maintain a schedule for counting, which insures an accurate inventory. Inquiry windows and reports help you retrieve existing information for Inventory Control. Period-End and Year-End Closing procedures are also presented after completing this course, students should be able to: Process receipts, make adjustments to inventory, and transfer transactions. Use inquiry screens and reports to extract and analyze information Process physical inventory transactions and record the results Document month end processes and close the Inventory module Define setup options for the Inventory module that allow you to customize your system to better fit your organization's unique needs Customers and Partners wanting to learn detailed features and to develop a working knowledge of the typical day-to-day procedures required to effectively use Microsoft Dynamics GP Inventory Control. Inventory Control training is recommended for anyone who plans to implement, use, maintain, consult, or support Microsoft Dynamics GP. The class is targeted toward users who need to understand the technical aspects of Inventory Control and gain foundational knowledge of the application functionality.
Collection 8819: Payables Management in Microsoft Dynamics GP 10.	This course helps develops knowledge of the accounting functionality available in the Payables Management module. You will be simulating some of the setups encountered when setting up Payables Management. You will be introduced to tasks such as creating and setting up vendor records, handling daily and period-end procedures such as entering invoices and credit memos, and printing vendor checks Complete the setup necessary to start using Payables Management Setup vendor records Enter invoices, credits, and payments to vendors Generate computer checks for vendors Identify Posting options and information flow within Payables Management Use reports and inquiries to access needed payables information Complete period-end and year-end procedures Partners, Customers and Employees who want to learn how to use the Payables Management module in Microsoft Dynamics GP and candidates who plan to take the Microsoft Dynamics GP Financials exam.
Collection 8822: Purchase Order Processing in Microsoft Dynamics GP 10.0	Offer Description " The Purchase Order Processing in Microsoft Dynamics GP course explores the details for the purchasing module from how to enter simple purchase orders with minimal to very detailed information based on your own business rules. You learn how to enter receipts, track open orders, override unit costs, and receive quantities larger than original purchase orders After completing this course, students should be able to: Enter Purchase Orders, Receipts, and Returns Enter Drop-Ship and Standard Blanket Purchase Orders Copy item details from an existing Purchase Order Use inquiry screens and reports to extract and analyze appropriate information to maintain and improve business processes Enter Landed Costs at the time you enter the receipt of inventory Customers and Partners wanting to learn detailed features and to develop a working knowledge of the typical day-to-day procedures required to effectively use Microsoft Dynamics GP Purchase Order Processing. This training is recommended for anyone who plans to implement, use, maintain, consult, or support Purchase Order Processing.
Collection 8823: Receivables Management in Microsoft Dynamics GP 10.0	This collection shows you how to perform additional functions such as credit memos, prepayments, small balance write off, print customer statements, enter and void scheduled payments, and month-end closing procedures. Learn to set terms for calculating document discount dates and due dates, use balance forward and open-item statements, and apply any mix of the comprehensive service and finance charges available By actively participating, this collection will help you: Set up and maintain customer records Print statements and other reports Create and print invoices for customers Apply payments to customer accounts Complete period-end procedures Customers wanting to learn the basic features and to develop a working knowledge of the typical day-to-day procedures required to effectively use Microsoft Dynamics GP Receivables Management.
Collection 8824: Sales Order Processing in Microsoft Dynamics GP 10.0	The Sales Order Processing in Microsoft Dynamics GP collection explores the accounting cycle and the processes required to enter and ship sales orders. This course shows you how to easily manage the life-cycle of your customer's order from the initial quote to the shipment documentation and final invoicing. You learn how to perform additional functions
Collection 8913: Applications in Microsoft Dynamics CRM 4.0	This collection provides an overview of the sales, marketing, and service applications in Microsoft Dynamics CRM 4.0 Examine the business applications in Microsoft Dynamics CRM 4.0 Identify the functionality of the sales, marketing, and service applications This course is intended primarily for Microsoft partners. It is also appropriate for Microsoft Dynamics CRM users.
Course 2208: Updating Support Skills from Microsoft Windows NT 4.0 to Microsoft Windows Server 2003	Learn the knowledge and skills you need to implement Windows-based host computers on a TCP/IP-based network. This is the third course in the core Windows Server 2003 Systems Administrator/Systems Engineer curriculum, the most effective and relevant skills path for students new to Windows Server.
Course 2261: Supporting Users and Troubleshooting a Microsoft Windows XP Operating System	In this course, you will learn to support users running the Microsoft Windows® XP operating system. You'll learn about the job duties of the Desktop Support Technician (DST), and you'll resolve a variety of common desktop operating system issues, including issues related to installation, desktop management, file and folder access, hardware, printing, and network connectivity.
Course 2262: Supporting Users and Troubleshooting Desktop Applications on a Microsoft Windows XP Operating System	In this course, you will learn to support users running applications on the Microsoft Windows® XP operating system. You'll learn about the job duties of the Desktop Support Technician (DST) for applications, and you'll support and troubleshoot Microsoft® Internet Explorer, Microsoft® Outlook® Express, Microsoft® Office, and Microsoft® Outlook®.
Course 2262: Supporting Users and Troubleshooting Desktop Applications on a Microsoft Windows XP Operating System	In this course, you will learn to support users running applications on the Microsoft Windows® XP operating system. You'll learn about the job duties of the Desktop Support Technician (DST) for applications, and you'll support and troubleshoot Microsoft® Internet Explorer, Microsoft® Outlook® Express, Microsoft® Office, and Microsoft® Outlook®.
Course 2274: Managing a Microsoft Windows Server 2003 Environment	The first step in the core Windows Server 2003 Systems Administrator/Systems Engineer curriculum, the most effective and relevant skills path for students new to Windows Server. The successor to the #1 best-selling instructor-led course in the world (Course 2152, Implementing Microsoft Windows 2000 Professional and Server), and the ideal way to introduce entry-level students to careers supporting Microsoft products and technologies.
Course 2275: Maintaining a Microsoft Windows Server 2003 Environment	Learn the knowledge and skills you need to keep your Windows Server 2003-based computers in fine working order. This is the second course in the core Windows Server 2003 Systems Administrator/Systems Engineer curriculum, the most effective and relevant skills path for students new to Windows Server.
Course 2276: Implementing a Microsoft Windows Server 2003 Network Infrastructure: Network Hosts	Learn the knowledge and skills you need to implement Windows-based host computers on a TCP/IP-based network. This is the third course in the core Windows Server 2003 Systems Administrator/Systems Engineer curriculum, the most effective and relevant skills path for students new to Windows Server.
Course 2277: Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure: Network Services	Learn the knowledge and skills you need to implement a Windows Server 2003 network infrastructure. This is the fourth course in the core Windows Server 2003 Systems Administrator/Systems Engineer curriculum, the most effective and relevant skills path for students new to Windows Server.
Course 2278: Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure	Learn the knowledge and skills you need to plan and maintain a Windows Server 2003 network infrastructure. This is the fifth course in the core Windows Server 2003 Systems Engineer curriculum, the most effective and relevant skills path for systems engineers supporting networks based on Windows Server 2003.
Course 2279: Planning, Implementing, and Maintaining a Microsoft Windows Server 2003 Active Directory Infrastructure	Learn the knowledge and skills you need to plan, implement, and maintain a Windows Server 2003 Active Directory infrastructure. This is the sixth and final course in the core Windows Server 2003 Systems Engineer curriculum, the most effective and relevant skills path for systems engineers who support networks based on Windows Server 2003
Course 2282: Designing a Microsoft Windows Server 2003 Active Directory and Network Infrastructure	The capstone to the Windows Server 2003 Systems Engineer curriculum, the most effective and relevant skills path for systems engineers who support networks based on Windows Server 2003. Learn the skills and knowledge you need to ensure your organization gets the highest return from its investment in Windows Server 2003
Course 2285: Installing, Configuring, and Administering Microsoft Windows XP Professional ITA	The most efficient Windows XP Professional training solution for students in the Windows Server 2003 curriculum. Students who do not support Windows Server as part of their job should take Course 2272.

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Nome do Curso	Descrição
Course 2310: Developing Microsoft ASP.NET Web Applications Using Visual Studio .NET	This course is designed for developers who have component and Web application development skills, and who have experience with a .NET language such as Microsoft Visual Basic® .NET, Microsoft Visual C#™, or Microsoft Visual C++®; an understanding of object-oriented concepts and terminology; experience developing distributed applications; and experience developing Web-based applications hosted on Internet Information Server. Prepares students to take MCAD.NET and MCSA.NET exams 70-305; 70-306; 70-315; and 70-316
Course 2389: Programming ADO.NET	This course is designed for programmers who have written code for at least three months using a procedural language (such as Fortran, Pascal, C, or Cobol) or an object-oriented programming language (such as Java, C++, Delphi, or Powerbuilder). Further, it is designed for programmers who have used Visual Studio .NET to create .NET projects
Course 2524: Developing XML Web Services using Microsoft ASP.NET	This course is ideal for anyone who wants to learn about developing XML Web Services with Visual Studio .NET. This course can also be used to prepare for exams: <a href="http://www.microsoft.com/learning/exams/70-310.asp">http://www.microsoft.com/learning/exams/70-310.asp</a> "Exam 70-310": Developing XML Web Services and Server Components with Microsoft Visual Basic .NET and the Microsoft .NET Framework <a href="http://www.microsoft.com/learning/exams/70-320.asp">http://www.microsoft.com/learning/exams/70-320.asp</a> "Exam 70-320": Developing XML Web Services and Server Components with Microsoft Visual C# .NET and the Microsoft .NET Framework
Course 2555: Developing Microsoft .NET Applications for Windows (Visual C# .NET)	This course is ideal for the Visual C# developer wanting to learn about Windows client development. This course can also be used to prepare for exam: <a href="http://www.microsoft.com/learning/exams/70-316.asp">http://www.microsoft.com/learning/exams/70-316.asp</a> "Exam 70-316": Developing and Implementing Windows-based Applications with Microsoft® Visual C# .NET and Microsoft® Visual Studio® .NET
Course 2565: Developing Microsoft® .NET Applications for Windows® (Visual Basic® .NET)	This course is ideal for anyone who wants to learn about building Microsoft® Windows® Forms applications by using the Microsoft .NET Framework and Microsoft Visual Basic .NET. This course can also be used to prepare for exam: <a href="http://www.microsoft.com/learning/exams/70-306.asp">http://www.microsoft.com/learning/exams/70-306.asp</a> "Exam 70-306": Developing and Implementing Windows-based Applications with Microsoft Visual Basic .NET and Microsoft Visual Studio® .NET
Course 2830: Designing Security for Microsoft Networks (ITA)	ITA Learn the knowledge and skills you need to design a secure network infrastructure. The most effective and relevant way to prepare MCSEs for MCP Exams 70-220 Designing Security for a Microsoft Windows 2000 Network and 70-298: Designing Security for a Microsoft Windows Server 2003 Network.
Course 2830: Designing Security for Microsoft® Networks	Learn the knowledge and skills you need to design a secure network infrastructure. The most effective and relevant way to prepare MCSEs for MCP Exams 70-220 Designing Security for a Microsoft Windows 2000 Network and 70-298: Designing Security for a Microsoft Windows Server 2003 Network.
Course 2936: Installing and Securing Microsoft® SQL Server™ 2005	This course is ideal for architects, systems engineers, systems administrators, solution developers, or application developers installing and securing Microsoft® SQL Server™ 2005. The course will cover the planning/design phase of technology adoption, and the implementation issues specific to the build, deployment, and management phases. The course provides detailed reference content and in-depth practical and hands-on activities.
Course 2937: Administering and Monitoring Microsoft® SQL Server™ 2005	This course is ideal for architects, systems engineers, systems administrators, solution developers, or application developers installing and securing Microsoft® SQL Server™ 2005. The course will cover the planning/design phase of technology adoption, and the implementation issues specific to the build, deployment, and management phases. The course provides detailed reference content and in-depth practical and hands-on activities
Course 2938: Data Availability Features in Microsoft® SQL Server™ 2005	This course is ideal for architects, systems engineers, systems administrators, solution developers, or application developers installing and securing Microsoft® SQL Server™ 2005. The course will cover the planning/design phase of technology adoption, and the implementation issues specific to the build, deployment, and management phases. The course provides detailed reference content and in-depth practical and hands-on activities
Course 3392: Working with Windows Vista	This online course introduces the features of Windows Vista. It will familiarize you with the Windows Vista user interface, so that you can confidently start using Windows Vista right away. This course also covers customizing the Windows Vista interface to suit your requirements. The course has interactive simulations that provide hands-on practice to master specific tasks. It also includes skills assessments to reinforce the learning. In addition, this course can be downloaded for offline use for the length of your subscription so that you can learn even when you're not connected to the Internet. So, get up-to-speed quickly with this interactive Windows Vista course.
Course 4100: Core Training for Microsoft Access 2003 Fundamentals	This course introduces the basic features and tools of Microsoft® Office Access 2003, including the following: getting to know Access, creating a new database, importing and exporting information, simplifying data entry with forms, locating specific information, keeping information accurate, working with reports, making it easy for others to use the database, and keeping information secured
Course 4101: Advanced Training for Microsoft Excel 2003	This course provides an overview of the advanced capabilities of Microsoft® Office Excel 2003, including the following: working with Excel and other Office programs, organizing data, performing calculations on data, analyzing data, working with pivot tables, working with graphics and charts, working with database data and macros, publishing on the Web and using XML, and collaborating in Excel.
Course 4102: Advanced Training for Microsoft Word 2003	This course provides an overview of the advanced capabilities of Microsoft® Office Word 2003, including the following: working with existing documents, presenting information in tables and columns, working with graphics and charts, collaborating with others, creating documents for the web, creating forms and form letters, making information in longer documents accessible, and customizing and automating Word
Course 4103: Core Training for Microsoft PowerPoint 2003	This course introduces the basic features and tools of Microsoft® Office PowerPoint® 2003, including the following: creating presentations, working with slides, making presentations look consistent, working with shapes, working with graphics, working with tables, charts, and diagrams, creating multimedia presentations, reviewing and sharing presentations, preparing a presentation for printing or web publication, and setting up and delivering slide shows.
Course 4104: Core Training for Microsoft Outlook 2003	This course introduces the basic features and tools of Microsoft® Office Outlook® 2003, including the following: managing e-mail messages, finding and organizing e-mail messages, managing your calendar, scheduling and managing meetings, creating and organizing a list of contacts, and keeping track of information
Course 4105: Core Training for Microsoft Word 2003	This course introduces the basic features and tools of Microsoft® Office Word 2003, including the following: working with documents, editing and proofreading documents, changing the appearance of documents, presenting information in tables and columns, working with graphics and charts, collaborating with others, previewing and printing a document, and previewing and creating web pages.
Course 4106: Core Training for Microsoft Excel 2003	This course introduces the basic features and tools of Microsoft® Office Excel 2003, including the following: getting to know Excel, setting up a workbook, performing calculations on data, changing document appearance, filtering and reordering data, combining data from multiple sources, creating charts, printing, and collaborating in Excel.
Course 4107: Advanced Training for Microsoft Outlook 2003	This course provides an overview of the advanced capabilities of Microsoft® Office Outlook® 2003, including the following: managing e-mail messages, working with calendars, contacts, and public folders, customizing and configuring Outlook, using Outlook with other programs, working from multiple locations, and accessing Outlook on the web.
Course 4119: Core Training for Microsoft Windows XP SP2	ITA Office XP Specialist course.
Course 4120: Core Training for Microsoft® Windows® XP Professional	ITA - This offer is used by ITA only. This offer is not available in the MSL catalog (The MSL catalog contains an offer for courses 4120 and 4122, along with a Microsoft online book.)
Course 4123: Advanced Training for Microsoft Access 2002	This course builds upon the concepts covered in "Core Training for Microsoft Access 2002." It includes lessons on: exporting and importing data; using forms to simplify data entry; locating specific information; how to keep data accurate; working with reports; keeping data secure; and how to make the database easier for others to use.
Course 4124: Advanced Training for Microsoft Excel 2002	This course provides an overview of the advanced capabilities of Microsoft® Excel 2002, including the following: performing calculations and formatting data, combining and organizing data, analyzing alternative sets of data, creating charts and pivot tables, automating repetitive tasks with macros, publishing data to the web, and collaborating with others. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.

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Nome do Curso	Descrição
Course 4125: Advanced Training for Microsoft Outlook 2002	This course provides an overview of the advanced capabilities of Microsoft® Outlook® 2002, including the following: organizing and managing e-mail, using the calendar, using the task list to enhance time and information management, using the journal, using Outlook with other programs, sharing folders and working offline, sending newsgroup and instant messages, configuring and customizing Outlook, and accessing messages on the web. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4126: Advanced Training for Microsoft Word 2002	This course provides an overview of the advanced capabilities of Microsoft® Word 2002, including the following: using tables, charts, and graphics, creating form letters and labels, creating forms and templates, collaborating with others, working with footnotes and bookmarks, creating tables of contents and indexes, and customizing Word. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4127: Core Training for Microsoft Access 2002	This course introduces the basic features and tools of Microsoft® Access 2002, including the following: viewing tables, exploring queries, forms, and reports, using the help feature, creating a new database, importing and exporting information, simplifying data entry with forms, locating specific information, keeping your information accurate, and working with reports and pages. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4128: Core Training for Microsoft Excel 2002	This course introduces the basic features and tools of Microsoft® Excel 2002, including the following: getting to know Excel, setting up a workbook, performing calculations on data, changing document appearance, combining, sorting, and summarizing data, working with charts and printing, working with other Microsoft® Office® programs, and publishing information on the web. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4131: Core Training for Microsoft Outlook 2002	This course introduces the basic features and tools of Microsoft® Outlook® 2002, including the following: working with e-mail, managing e-mail messages, customizing and organizing messages, managing your calendar, scheduling and managing meetings, managing contact information, and using tasks and notes to enhance time and information management. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4132: Core Training for Microsoft PowerPoint 2002	This course introduces the basic features and tools of Microsoft® PowerPoint® 2002, including the following: creating a PowerPoint presentation, working with a presentation, adding and modifying slide text, printing a presentation, outlining your ideas, adding and modifying design templates, working with objects and colors, inserting information into PowerPoint, inserting pictures into PowerPoint, producing a slide show, creating a web presentation, and reviewing and sharing a presentation. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 4135: Core Training for Microsoft Word 2002	This course introduces the basic features and tools of Microsoft® Word 2002, including the following: creating and editing a document, changing the look of a document, presenting information in tables and columns, proofreading and printing a document, working with graphics, working with charts, and collaborating with others. This course has been certified as Microsoft Office Specialist Approved Courseware, and covers all exam skill standards.
Course 5386: Working with Server and Site Objects in Microsoft Windows SharePoint Services 3.	In this online learning course, you will explore the logical architecture of Windows SharePoint Services 3.0 solutions. You will also learn how to programmatically navigate and work with Sites and Site Collections. This course helps prepare you for certification exam, 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5387: Programmatically Securing Microsoft Windows SharePoint Services 3.0 Sites	In this online learning course, you learn to develop using the users, groups and roles functionality exposed by Windows SharePoint Services 3.0. You will also learn how to handle security exceptions and how to run tasks with elevated permissions, where necessary. This course helps prepare you for certification exam, 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5388: Programming Lists and List Events in Microsoft Windows SharePoint Services 3	In this online learning course, you will learn how to program lists in Windows SharePoint Services 3.0. You will also learn how to programmatically read and manipulate list data and modify the list structure. In addition, you will learn how to work with specific list types including Tasks, Events, Discussions, and Alerts. This also helps prepare you for certification exam, 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5389: Managing Documents and Libraries in Microsoft Windows SharePoint Services 3.	In this online learning course, you will learn how to programmatically manipulate libraries and documents in Windows SharePoint Services 3.0 solutions. You will also learn how to programmatically work with document templates and source control. This course helps prepare you for certification exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5390: Working with List Metadata and Content Types in Microsoft Windows SharePoint Services 3.0	In this online learning course, you will learn how to program list metadata within Windows SharePoint Services 3.0 solutions including retrieving, updating and creating. You will also learn how to create content types and derivative content types. This course helps prepare you for certification exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5391: Customizing Navigation and Layout in Microsoft Windows SharePoint Services 3	In this online learning course, you will learn how to develop user interfaces for Windows SharePoint Services 3.0 solutions in your organization's or your customer's environments. The topics that are covered in this course are customizing and programming site navigation, controlling layout via master pages, and creating web parts. This course helps prepare you for certification exam, 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5393: Creating Custom Web Parts in Microsoft Windows SharePoint Services 3.0	In this two-hour online course, you will learn how to develop custom Web Parts in Windows SharePoint Services 3.0. Topics covered include creating and upgrading Web Parts, implementing caching and Web Part exception handling. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5394: Working with Features and Site Definitions in Microsoft Windows SharePoint Services 3.0	In this two-hour online course, you will learn how to use the Feature framework in Windows SharePoint Services 3.0. Topics covered include creating features and site definitions and adding options to the Site Settings menu. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5395: Using Events and Event Receivers in Microsoft Windows SharePoint Services 3.	In this two-hour online course, you will learn how to work with Events in Windows SharePoint Services 3.0. Topics covered include working with event types, event receivers, and handling different kinds of events. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5396: Implementing Business Processes with Microsoft Windows SharePoint Services 3.0 Workflows	In this two-hour online course, you will learn how to leverage Windows Workflow Foundation for executing business processes in Windows SharePoint Services 3.0. Topics covered include creating workflows within SharePoint, in the SharePoint Designer, and by using Visual Studio 2005. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5397: Working with Site Services in Microsoft Windows SharePoint Services 3.0	In this two-hour online course, you will learn how to work with site services in Windows SharePoint Services 3.0. Topics covered include jobs and tasks, using the SharePoint Search Service and creating custom SharePoint query objects. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages
Course 5398: Deploying Microsoft Windows SharePoint Services 3.0 Solutions	In this two-hour online course, you will learn how to deploy a Windows SharePoint Services 3.0 solution. Topics covered include creating deployment packages and handling deployment issues with Web Parts, site definitions, features, and Web services. This course will help you prepare for exam 70-541. Student Prerequisites: Visual Studio 2005 / .NET 2.0 Framework (1 year) Working knowledge of building WSS 3.0 Sites WebParts / WebPartZones Security Providers MasterPages / ContentPages

Nome do Curso	Descrição
Course 6072: Managing Enterprise Content by using Microsoft® Office SharePoint® Server 2007	This course introduces you to the features and functionalities in Office SharePoint Server 2007 that can be used to manage enterprise content. The course covers the code required to implement business rules and content management features in both Microsoft Visual Basic 2005 and Microsoft Visual C# 2005. This will also help you prepare for exam 70-542.
Course 6073: Creating Business Intelligence Solutions by using Office SharePoint® Server 2007	This course will introduce you to the features and functionalities in Office SharePoint Server 2007 that you can use to create business intelligence solutions. The course will cover the Visual Basic 2005 and Visual C# 2005 code required to display data from Excel Services workbooks and data sources. In addition, the course will help you explore the code required to create, run, and troubleshoot an Excel Services UDF. This will also help you prepare for exam 70-542
Course 6074: Integrating Business Data by using Microsoft® Office SharePoint® Server 2007	This course will introduce you to the features and functionalities in Office SharePoint Server 2007 that you can use to integrate business data. The course will provide an overview of the features and functionalities of the Business Data Catalog. You can use the application definition files to make business data searchable and to display data from external data sources. This will also help you prepare for exam 70-542.
Course 6075: Accessing Application Platform Services by Using Office SharePoint® Server 2007	This course will introduce you to the features and functionalities available in Office InfoPath 2007 and Office InfoPath Forms Services that can be used to access application platform services. You can process and display business data by using Office InfoPath Forms Services. You can also manage credentials by using custom SSO stores. The course will cover the procedures required to manage business data and to implement a custom SSO solution. This will also help you prepare for exam 70-542.
Course 6076: Searching Data by using Microsoft® Office SharePoint® Server 2007	This course covers the procedures for searching data by using Enterprise Search service in Office SharePoint Server 2007. The course will also introduce how you can use Microsoft Visual Basic 2005 and Microsoft Visual C# code to administer the Enterprise Search service in Office SharePoint Server 2007. You can customize the search UI and create a custom security trimmer to manage search results. In addition, the course introduces the methods by which you can display search results. This will also help you prepare for exam 70-542.
Course 6077: Personalizing a Portal by Using Microsoft® Office SharePoint® Server 2007	This course will introduce you to the features and functionalities available in Office SharePoint Server 2007 that you can use to personalize a portal. You can manage content distribution to users by organizing users into audiences. You can also create user profiles to manage user information. The course covers the code required to configure audiences and user profiles. This will also help you prepare for exam 70-542.
Course 6081: Windows Vista Essentials	This online course presents the essential knowledge you need to start getting the most out of your Windows Vista computer right away. From turning on your Vista PC for the first time, through launching your applications and managing your files, this interactive online course will get you up to speed quickly. Become the Vista guru in your office, without leaving your desk
Curso 4511: Treinamento básico para o Microsoft® Office Access 2003	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Office Access 2003 e inclui informações sobre os seguintes tópicos: apresentação do Access, criação de um novo banco de dados, importação e exportação de informações, entrada de dados simplificada com formulários, localização de informações específicas, manutenção de informações precisas, como trabalhar com relatórios, uso simplificado do banco de dados por outros usuários e segurança das informações. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4512: Treinamento avançado para o Microsoft® Office	Este curso fornece uma visão geral dos recursos avançados do Microsoft® Office Excel 2003 e inclui informações sobre os seguintes tópicos: como trabalhar com o Excel e outros programas do Office, organização de dados, execução de cálculos com os dados, análise de dados, como trabalhar com tabelas dinâmicas, como trabalhar com imagens e gráficos, como trabalhar com dados e macros de bancos de dados, publicação na Web e uso de XML e colaboração no Excel. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4513: Treinamento avançado para o Microsoft® Office	Este curso fornece uma visão geral dos recursos avançados do Microsoft® Office Word 2003 e inclui informações sobre os seguintes tópicos: como trabalhar com documentos existentes, apresentação de informações em tabelas e colunas, como trabalhar com imagens e gráficos, colaboração com outras pessoas, criação de documentos para a Web, criação de formulários e cartas modelo, como tornar acessíveis as informações em documentos grandes e personalização e automação do Word. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4514: Treinamento básico para o Microsoft® Office PowerPoint® 2003	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Office PowerPoint® 2003 e inclui informações sobre os seguintes tópicos: criação de apresentações, como trabalhar com slides, como tornar consistente a aparência das apresentações, como trabalhar com formas, como trabalhar com elementos gráficos, como trabalhar com tabelas, gráficos e diagramas, criação de apresentações de multimídia, revisão e compartilhamento de apresentações, preparação de uma apresentação para impressão ou publicação na Web e configuração e distribuição de apresentações de slides. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4515: Treinamento básico para o Microsoft® Office	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Office Outlook® 2003 e inclui informações sobre os seguintes tópicos: gerenciamento de emails, localização e organização de emails, gerenciamento do calendário, agendamento e gerenciamento de reuniões, criação e organização de uma lista de contatos e controle das informações. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4516: Treinamento básico para o Microsoft® Office Word 2003	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Office Word 2003 e inclui informações sobre os seguintes tópicos: como trabalhar com documentos, edição e revisão do texto de documentos, alteração da aparência de documentos, apresentação de informações em tabelas e colunas, como trabalhar com imagens e gráficos, colaboração com outras pessoas, visualização e impressão de um documento, visualização e criação de páginas da Web. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4517: Treinamento básico para o Microsoft® Office Excel 2003	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Office Excel 2003 e inclui informações sobre os seguintes tópicos: apresentação do Excel, configuração de uma pasta de trabalho, execução de cálculos com os dados, alteração da aparência de documentos, filtragem e reordenação dos dados, combinação de dados de várias fontes, criação de gráficos, impressão e colaboração no Excel. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4518: Treinamento avançado para o Microsoft® Office Outlook® 2003	Este curso fornece uma visão geral dos recursos avançados do Microsoft® Office e inclui informações sobre os seguintes tópicos: gerenciamento de emails, como trabalhar com calendários, contatos e pastas públicas, personalização e configuração do Outlook, uso do Outlook com outros programas, como trabalhar a partir de vários locais e acesso ao Outlook pela Web. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame
Curso 4519: Treinamento básico para o Microsoft® Access 2002	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Access 2002 e inclui informações sobre os seguintes tópicos: exibição de tabelas, exploração de consultas, formulários e relatórios, uso do recurso Ajuda, criação de um novo banco de dados, importação e exportação de informações, entrada de dados simplificada com formulários, localização de informações específicas, manutenção de informações precisas e como trabalhar com relatórios e páginas. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4520: Treinamento básico para o Microsoft® Excel 2002	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Excel 2002 e inclui informações sobre os seguintes tópicos: apresentação do Excel, configuração de uma pasta de trabalho, execução de cálculos com os dados, alteração da aparência de documentos, combinação, classificação e resumo dos dados, como trabalhar com gráficos e impressão, como trabalhar com outros programas do Microsoft® Office® e publicação de informações na Web. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame
Curso 4521: Treinamento básico para o Microsoft® Outlook® 2002	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Outlook® 2002 e inclui informações sobre os seguintes tópicos: como trabalhar com emails, gerenciamento de emails, personalização e organização de mensagens, gerenciamento do calendário, agendamento e gerenciamento de reuniões, gerenciamento das informações de contato e uso de tarefas e notas para aprimorar o gerenciamento do tempo e das informações. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.

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Nome do Curso	Descrição
Curso 4522: Treinamento básico para o Microsoft® PowerPoint® 2002	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® PowerPoint® 2002 e inclui informações sobre os seguintes tópicos: criação de uma apresentação do PowerPoint, como trabalhar com uma apresentação, como adicionar e modificar texto de slides, impressão de uma apresentação, organização de idéias em tópicos, como adicionar e modificar modelos de design, como trabalhar com objetos e cores, inserção de informações no PowerPoint, inserção de imagens no PowerPoint, produção de uma apresentação de slides, criação de uma apresentação na Web e revisão e compartilhamento de uma apresentação. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4523: Treinamento básico para o Microsoft® Word 2002	Este curso apresenta os recursos e as ferramentas básicas do Microsoft® Word 2002 e inclui informações sobre os seguintes tópicos: criação e edição de um documento, alteração da aparência de um documento, apresentação de informações em tabelas e colunas, revisão do texto e impressão de um documento, como trabalhar com elementos gráficos, como trabalhar com gráficos e colaboração com outras pessoas. Este curso foi certificado como um Curso Microsoft Office Specialist Aprovado e abrange todas as habilidades necessárias para o exame.
Curso 4524: Treinamento básico para o Microsoft® Windows® XP Professional SP2	O objetivo deste curso é fornecer aos usuários de computadores as habilidades e o conhecimento necessários para organizar, gerenciar e utilizar os recursos de um computador com o Windows XP, com ênfase especial nos recursos de segurança incluídos no Service Pack 2. Os tópicos abordados são: personalização das configurações do computador; instalação de hardware e software; como trabalhar com arquivos e pastas; adição de impressoras e impressão de arquivos; como trabalhar em um ambiente conectado em rede ou offline; uso da Internet e comunicação via email e sistema de mensagens instantâneas; e proteção dos dados.
Curso 5828: O que há de novo no Microsoft Office Visio 2007	Neste curso online, você aprenderá sobre os novos recursos e a funcionalidade da versão mais recente do Microsoft Office Visio. Dúzias de modelos de diagramas internos facilitam o seu trabalho neste programa de diagramação comercial e técnica, e este curso poderá ajudá-lo a se familiarizar rapidamente. Este curso aborda os novos recursos que permitem criar fluxogramas, diagramas de processos e organogramas rapidamente, bem como analisar dados de inteligência comercial com os Diagramas Dinâmicos.
Curso 6564: Introdução ao Microsoft Office Word 2007	Este curso online aborda as habilidades e conhecimentos básicos que você precisará para começar a usar o Microsoft Office Word 2007. Isso inclui trabalhar no ambiente do Word 2007, os comandos básicos de arquivo dentro de um documento e a visualização de um documento em diferentes modos de exibição. Este curso também aborda como criar, salvar, visualizar e imprimir documentos.
Curso 6565: Editando e revisando documentos no Microsoft Office Word 2007	Este curso online aborda as habilidades e conhecimentos básicos que você precisará para criar e editar documentos de alta qualidade do Microsoft Office Word 2007. Isso inclui fazer alterações em documentos, inserir texto salvo em um documento e trabalhar com estruturas de tópicos no ambiente do Word 2007. Este curso também aborda como localizar e substituir texto, corrigir erros de ortografia e gramática, finalizar documentos para envio por email, impressão e publicação em um local na rede.
Curso 6566: Formatando documentos no Microsoft Office Word 2007	Este curso online aborda as habilidades e conhecimentos básicos que você precisará para formatar documentos no Microsoft Office Word 2007. Isso inclui alterar manualmente a aparência de caracteres e parágrafos, formatar rapidamente texto e parágrafos, além de criar e modificar listas no ambiente do Word 2007. Este curso também abordará alterações no tema e plano de fundo de documentos, como adicionar cabeçalhos e rodapés e como trabalhar com modelos.
Curso 6604: Introdução ao Microsoft Office Outlook 2007	Este curso online aborda os conhecimentos e as habilidades básicas necessárias para você iniciar a utilização do Microsoft® Office Outlook® 2007. Incluindo a configuração de sua conta de email do Outlook, bem como a resolução de problemas relacionados à configuração da conta. Ele também aborda como personalizar seu espaço de trabalho e definir as opções avançadas de configuração.
Curso 6605: Trabalhando com emails no Microsoft Office Outlook 2007	Este curso online aborda os conhecimentos e as habilidades básicas necessárias para você criar e enviar emails no Microsoft® Office Outlook® 2007. Incluindo como anexar arquivos aos emails, adicionar assinaturas às mensagens automaticamente e personalizar a aparência das mensagens. Além disso, abordará como visualizar e processar emails; por exemplo, responder e encaminhar mensagens, e ainda como imprimir e excluir mensagens.
Curso 6606: Gerenciando informações de Email e Contato no Microsoft® Office Outlook™ 2007	Este curso online aborda os conhecimentos e as habilidades necessárias para gerenciar sua caixa de entrada de emails e lista de contatos no Microsoft® Office Outlook® 2007. Incluindo como usar a pesquisa e pesquisar pastas, e ainda como armazenar e arquivar mensagens recebidas. Também abordará como organizar e exibir informações dos contatos, e a personalização de um cartão de visita eletrônico.
Curso 6607: Gerenciando o Calendário no Microsoft Office Outlook 2007	Este curso online aborda os conhecimentos e as habilidades necessárias para gerenciar seu calendário no Microsoft® Office Outlook® 2007. Incluindo como criar novos itens de Calendário, tais como eventos, compromissos e convites, bem como alterar itens de Calendário. Também aborda como agendar, atualizar e cancelar reuniões, e ainda como gerenciar um espaço de trabalho de reunião e responder aos pedidos de reunião.
Curso 7254: Introdução ao Microsoft Office Excel 2007	Este curso online aborda vários dos novos recursos e funcionalidades do Microsoft Office Excel 2007, incluindo a nova interface de usuário, os recursos de formatação aprimorados pelas galerias e mini barra de ferramentas, os novos recursos oferecidos pelas tabelas de dados, o novo esquema de gerenciamento de cores e o aprimorado mecanismo de criação de gráficos. Também aborda habilidades importantes, como a criação e a modificação de pastas de trabalho, movimentação de dados dentro de uma pasta de trabalho e organização de dados usando tabelas.
Curso 7255: Realizando cálculos com dados no Microsoft Office Excel 2007	Este curso online aborda as habilidades e os conhecimentos necessários para você realizar cálculos com dados usando o Microsoft® Office Excel® 2007. Isso inclui nomeação de intervalo de dados e criação de tabelas, criação de fórmulas para cálculo de valores e criação de fórmulas condicionais. Também aborda as ferramentas disponíveis para identificação de erros de cálculos, bem como auditoria de planilhas.
Curso 7256: Formatando e imprimindo planilhas no Microsoft Office Excel 2007	Este curso online aborda os conhecimentos e as habilidades necessárias para você formatar e imprimir planilhas com o Microsoft® Office Excel® 2007. Isso inclui a definição de estilos, aplicação de temas a uma pasta de trabalho e facilitação de leitura de pasta de trabalho. Também ensina a modificar a aparência dos dados com base no seu valor e a adicionar elementos gráficos a um documento do Excel. Além disso, este curso aborda a impressão de pastas de trabalho do Excel.
Curso 7310: Introdução ao Microsoft® Office PowerPoint 2007	Este curso online aborda as habilidades e conhecimentos básicos que você precisará para começar a usar o Microsoft Office PowerPoint 2007. Isso inclui trabalhar no ambiente do PowerPoint 2007, criar uma apresentação e personalizar o PowerPoint 2007.
Curso 7311: Trabalhando com slides no Microsoft Office PowerPoint 2007	Este curso online aborda as habilidades e conhecimentos básicos que você precisará para trabalhar com apresentações de slides no Microsoft Office PowerPoint 2007. Isso inclui trabalhar com texto de slides, revisão de texto, bem como alteração da aparência do texto.
Microsoft SQL Server 2000 Database Design	In this course you will explore how to identify the features of Microsoft SQL Server 2000. You will use Transact-SQL, create databases and tables, implement data integrity techniques and indexes, and query multiple tables using joins. You will also design subqueries, use aggregate functions in queries and create user-defined functions.
Microsoft SQL Server 2000 Querying with Transcat -SQL	In this course, you will explore the features of Transact-SQL and the Transact SQL statement types and elements that enable you to design flexible programs. You will explore the techniques for modifying data in tables and the different types of functions in SQL that you can use to summarize data. After completing this course, you will be able to use the Transact-SQL utilities to query a SQL server, retrieve data by using the SELECT statement, modify data by using the INSERT, UPDATE, and DELETE statements, and summarize data by using the TOP, GROUP BY, COMPUTE, and COMPUTE BY clauses. You will also be able to query multiple tables through the use of joins, use subqueries, work with full-text indexes, and other types of programming objects in Transact-SQL.
Microsoft SQL Server 2000 System Administration	In this course, you will explore the features of Microsoft SQL Server 2000, including how to install Microsoft SQL Server 2000, create and administer databases, configure security on SQL Server, transfer data between SQL servers, configure XML support, backup and restore databases, manage replication between SQL servers, and optimize the performance of SQL Server.
Network+ Certification (Part 6): Disaster Recovery and Data Storage	ITA course
Network+ Certification (Part 7): Networking Operating Systems and Troubleshooting	ITA course
Network+ Certification Fourth Edition (Part 2): Network Connectivity and Implementation	ITA course

Nome do Curso	Descrição
Network+ Certification Fourth Edition (Part 3): Network Protocols	ITA course
Network+ Certification Fourth Edition (Part 4): Network Infrastructure	ITA course
Network+ Certification Fourth Edition (Part 5): Network Security and Remote Networking	ITA course