

Microsoft Office Specialist (MOS) for Schools

Contributes to Level 2 basket 3 qualification
Globally-recognised work-ready certifications in Microsoft Office

New Programme

We launched this engaging, high-impact programme at the BETT Show 2017 as a MOS Strategic Delivery Partner. Delivered at your school by PET-Xi over 7 intensive days, it helps suitable learners revise, complete and achieve:

- **Level 2 qualification in IT User Skills** - carries performance points for 2017/18 and counts towards Progress 8 in basket 3
- **Microsoft Office Specialist certifications** in Word, Excel and PowerPoint - globally-recognised and highly desired by employers, providing a competitive advantage in the world of work

✓ Level 2 Basket 3 qualification for 2017/18

This programme supports suitable learners in achieving a Level 2 qualification which carries performance points (A* to C) and counts towards Basket 3 and Progress 8 for 2017/18, with a new specification already submitted for 2018/19 and beyond.

The qualification is QAN 6006688X - TLM Level 2 Certificate for IT User Skills in Open Systems and Enterprise - see <http://bit.ly/PET-Xi-TLM> - discount code CN1. Awarding body is The Learning Machine (TLM).

✓ Hassle-free

PET-Xi covers all registration, invigilation, liaison with the awarding body, training webinars, centre fees and other administration - unlike other qualifications - freeing up valuable time to focus on core subjects.

✓ Work-ready certifications

Learners can also achieve Microsoft Office Specialist certifications in Word, PowerPoint and Excel. Employers are more likely to hire a candidate with MOS certifications because they are proof of the enhanced digital skills required to be productive in the world of work.



How it works

Learner Skills Audit
(1 day)

Before the programme we run a.m. and p.m. skills audit sessions at your school to profile learner suitability.

Suitable learners
selected

Delivery - Part 1
(5 days)

We build on existing learning in ICT to revise and teach real-world high-impact skills in PowerPoint, Word, Excel and e-Security during 5 days of intensive delivery - all the while accrediting this and other portfolio work towards the Level 2 qualification.

Portfolio moderation
(min. 1 week)

Delivery - Part 2
(2 days)

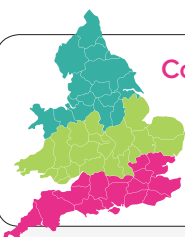
Complete portfolio, exam-readiness, TLM exam.

Contact your regional Business Development Manager for more information or to book an appointment

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