

FAQ's

Cost per certification?
\$90

Certifying Entity?
Microsoft

Can a Teacher take the test? **Yes**

Can a Teacher Proctor the test? **Yes**

What is the testing Platform? **Online**

Does this test require practicum hours to take the test? **N/A**

Perkins or Local Funded? **Perkins**

Who is your Point of Contact? **Nate Ardell**

State License or Individual Test?
Individual

Are there any age restrictions to take this test? **N/A**



Candidates for the Microsoft Excel 2016 exam must have approximately 150 hours of instruction and hands-on experience with the product. They must have an advanced understanding of the Excel environment and the ability to guide others to the proper use of the program's features. They will create, manage, and distribute professional spreadsheets for a variety of specialized purposes and situations.

Expert-level workbook examples include custom business templates, multiple-axis financial charts, amortization tables, and inventory schedules.

The Microsoft Office Expert - Excel certification exam measures the following domains: Creating and Managing Workbooks, Applying Custom Formatting and Layouts, Creating Advanced Formulas, Performing Data Analysis, and Creating Advanced Charts and Tables.

For additional information, visit the following link:

<https://certiport.pearsonvue.com/Certifications/Microsoft/MOS/Certify/Excel.aspx>

Prerequisite Preparatory Course(s)

- Practicum in Business Management; Entrepreneurship
- Accounting I, II
- Practicum in Finance Accounting
- Practicum in Information Management 1, 11
- Practicum in Business Information Management

SOC Code

Aligned Occupation

LMI Data Entry Level

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Certifying Entity

Microsoft



1-888-999-9830



<https://certiport.pearsonvue.com/Certifications/Microsoft>

Accommodations:

Additional Information

Exam Name: Microsoft Office Specialist Excel

Exam Webpage:

<https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx>

Number of Questions: 35-38

Question Type: Live in the Application

Exam Time: 50 minutes

Exam Site: Exam center- schools can be set up as testing center

Exam Price: MOS voucher+ retake: \$90.00

MOS Site license: \$3,744.00

Candidate Requirements:

<https://certiport.pearsonvue.com/Certifications/Microsoft/MOS/Certify/Excel>

Study Materials & Resources: Objective Domains can be found here:

<https://certiport.pearsonvue.com/Certifications/Microsoft/MOS/Learn>