

Microsoft Office Specialist (MOS) Examinations

Credential Source

Name	Microsoft
Web Site	https://www.microsoft.com/en-us/learning/certification-overview.aspx
Contact Information	Jennifer Filarski, Business Program Manager jennifb@microsoft.com 425-704-7872

Credential Contractor

Name	Certiport
Contact Information	Nate Arnell nate.arnell@pearson.com 1.888.222.7890, ext 186 801.847.3186

Test Administration

Test Site	School: Online
Can the instructor take this test?	Yes
Details	https://certiport.pearsonvue.com/Certifications/Microsoft/MOS/Overview Pass one of the following exams (for software versions 2019 and 365) to obtain this certification: <ul style="list-style-type: none">• Word (Associate Level) 35 test items• Excel (Associate Level) 35 test items• PowerPoint (Associate Level) 35 test items• Outlook (Associate Level) 35 test items• Excel Expert (Expert Level) 25 test items• Word Expert (Expert Level) 35 test items• Access (Expert Level) 31 test items
Number of Test Items	25-35
Time Allowed	50 minutes
Passing Score	70%
Cost	\$90: Voucher + Retake
Additional Information	<ul style="list-style-type: none">• https://www.microsoft.com/en-us/learning/mos-certification.aspx• https://certiport.pearsonvue.com/Certifications/Microsoft/MOS/Certify/Office-365-and-Office-2019• https://certiport.pearsonvue.com/Educator-resources/Exam-details/Exam-releases
Accommodations	Students with disabilities <ul style="list-style-type: none">• Multiple test sessions• Time of day• Test location• Adaptive or special furniture

	<ul style="list-style-type: none"> • Special lighting • Amplification equipment • Headphones, earmuffs, or ear plugs • Large-print test • Examiner records responses • Dictation to a scribe • Read back student response • Calculator and arithmetic tools • Calculator with additional functions <p>English Learners</p> <ul style="list-style-type: none"> • None
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Possible Preparatory Courses

Agricultural Business Fundamentals I (8022/36 weeks)

Agricultural Business Management III (8026/36 weeks)

Agricultural Business Operations II (8024/36 weeks)

Computer Information Systems (6612/36 weeks)

Computer Information Systems, Advanced (6613/36 weeks)

Computer Network Software Operations (6650/36 weeks)

Computer Network Software Operations, Advanced (6651/36 weeks)

Computer Networking Hardware Operations I (8542/18 weeks, 70 hours)

Computer Networking Hardware Operations II (8543/18 weeks, 70 hours)

Computer Networking Hardware Operations III (8544/18 weeks, 70 hours)

Computer Networking Hardware Operations IV (8545/18 weeks, 70 hours)

Computer Systems Technology I (8622/36 weeks, 140 hours)

Computer Systems Technology II (8623/36 weeks, 280 hours)

Cybersecurity Software Operations (6304/36 weeks)

Cybersecurity Software Operations, Advanced (6306/36 weeks)

Cybersecurity Systems Technology (8628/36 weeks, 140 hours)

Cybersecurity Systems Technology, Advanced (8629/36 weeks, 280 hours)

Database Design and Management (Oracle) (6660/36 weeks)

Database Design and Management with PL/SQL (Oracle) (6662/36 weeks)

Design, Multimedia, and Web Technologies (6630/36 weeks)

Design, Multimedia, and Web Technologies, Advanced (6631/36 weeks)

Digital Applications (6611/36 weeks)

Information Technology Fundamentals (6670/36 weeks)

International Baccalaureate Information Technology in a Global Society (IB6613/36 weeks)

Java Programming (Oracle) (6661/36 weeks)

Legal Administration (6735/36 weeks)

Medical Administration (6730/36 weeks)

Office Administration (6621/36 weeks)

Office Specialist I--Preparation (6740/36 weeks)

Office Specialist II--Preparation (6741/36 weeks)

Office Specialist III--Preparation (6742/36 weeks)

Operating the Farm Business (8014/36 weeks)