

Microsoft Teams for the Remote Business User

Category: Office Applications

Duration: 4.00 hours (1 days)

3.3 CPD Hours

Rating: ★ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

Done in a show and Tell style, this course is designed to give business users a thorough understanding of how to use Teams features from an organizational perspective.

About This Course

Done in a show and Tell style, this course is designed to give business users a thorough understanding of how to use Teams features from an organizational perspective.

Who Should Attend

This course is intended for people who have made the transition to remote working and now wish to fully leverage Microsoft Teams for their day to day business needs.

Done in a show and Tell style, this course is designed to give business users a thorough understanding of how to use Teams features from an organizational perspective. Features such as: how to manage communications, file sharing for collaboration, calendar events, conference calling, search functions and other daily tasks. Prerequisites:

To ensure your success in this course, you should have end-user skills with any current version of Windows, including being able to open and close applications, navigate basic file structures, and manage files and folders.

Learning Outcomes

Upon successful completion of this course, participants will be able to:

Overview of Teams

Permissions, Access & Restrictions

Team Management (Power Users)

Team Management (End Users)

Communication and Collaboration

Searching and Activity

Sharing Files Customizing your settings

Meetings and Calls

Additional Course Details

Nexus Humans Microsoft Teams for the Remote Business User training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the Microsoft Teams for the Remote Business User course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

Frequently Asked Questions

Q: What delivery options are available for Microsoft Teams for the Remote Business User?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
 - Traditional Instructor-Led Classroom Training (ILT)
 - On-site delivery at your offices anywhere in United Kingdom
 - Private dedicated courses customized for your team
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Q: How many CPD hours does this course provide?

The 1-day Microsoft Teams for the Remote Business User course provides up to 3.3 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Microsoft Teams for the Remote Business User training?

The training takes place over 1 day(s), with each day lasting approximately 4.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Microsoft Teams for the Remote Business User?

Yes, we provide corporate training, dedicated training, and closed classes for Microsoft Teams for the Remote Business User. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for Microsoft Teams for the Remote Business User?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Microsoft Teams for the Remote Business User training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

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