

For IBC# 565, school systems should upload a single PDF with the three IBC documents listed below. It is called, "Microsoft Bundle"

Examples of the documents are included on pages 2, 3, and 4 of this PDF.

- Microsoft Office Specialist (MOS) Associate – Excel
- Microsoft Office Specialist (MOS) Associate – PowerPoint
- Microsoft Office Specialist (MOS) Associate – Word



# Microsoft Office Specialist - Associate

Jane Doe

has successfully completed the requirements to be recognized as a

**Microsoft Office Specialist - Excel**

Office Access 2016  
Office Excel 2016 Expert  
Office Outlook 2016  
Office PowerPoint 2016  
Office Word 2016 Expert

Date of achievement: January 6, 2020  
verify.certipoint.com wMdUk-k5Fy

Satya Nadella  
Chief Executive Officer





# Microsoft Office Specialist - Associate

Jane Doe

has successfully completed the requirements to be recognized as a

**Microsoft Office Specialist - PowerPoint**

Office Access 2016  
Office Excel 2016 Expert  
Office Outlook 2016  
Office PowerPoint 2016  
Office Word 2016 Expert

Date of achievement: January 6, 2020  
verify.certipoint.com wMdUk-k5Fy

Satya Nadella  
Chief Executive Officer





# Microsoft Office Specialist - Associate

Jane Doe

has successfully completed the requirements to be recognized as a

**Microsoft Office Specialist - Word**

Office Access 2016  
Office Excel 2016 Expert  
Office Outlook 2016  
Office PowerPoint 2016  
Office Word 2016 Expert

Date of achievement: January 6, 2020  
verify.certiport.com wMduK-k5Fy

Satya Nadella  
Chief Executive Officer

