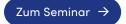


VBT Microsoft Teams Basic - English

Trainings-ID: VBT-MTB-E



Das nehmen Sie mit

This video-based training comprises a total of 62 video learning nuggets on the subject of Microsoft Teams!

With these VBTs, we'll show you how to build a team with Microsoft Teams and collaborate effectively with your colleagues. With Planner and OneNote, you have a good overview of your tasks and can quickly and easily exchange documents and information in a Team.

After completing this seminar, the participants will have knowledge on the following Topics:

- · First Steps in Microsoft Teams
- · Create and manage a team
- · Work using Microsoft Teams
- · Conversations in Microsoft Teams
- Documents in Microsoft Teams
- · Meetings and VoIP calls
- Command box and Activity feed
- · Combining other applications with Microsoft Teams
- · OneNote and Wikis in MS Teams
- T-Bots, Apps and tabs

Das nehmen Sie mit

This video-based training comprises a total of 62 video learning nuggets on the subject of Microsoft Teams!

With these VBTs, we'll show you how to build a team with Microsoft Teams and collaborate effectively with your colleagues. With Planner and OneNote, you have a good overview of your



tasks and can quickly and easily exchange documents and information in a Team.

After completing this seminar, the participants will have knowledge on the following Topics:

- · First Steps in Microsoft Teams
- Create and manage a team
- · Work using Microsoft Teams
- · Conversations in Microsoft Teams
- Documents in Microsoft Teams
- Meetings and VoIP calls
- · Command box and Activity feed
- · Combining other applications with Microsoft Teams
- · OneNote and Wikis in MS Teams
- T-Bots, Apps and tabs

Zielgruppen

• People who want to use Microsoft Teams Basic effectively.

Wichtige Informationen

This VBT content will be available to you on the ETC trainIT Plattform for a total of 30 days. The use of the platform is already included in the price!



Termine & Optionen