

Access Specialist Certification Program

Earn a certification in Microsoft Access. This program includes our Access Essentials class, two hours of private training, and the Access Certification exam.

Group classes in NYC and onsite training is available for this course. For more information, email nyc@careercenters.com or visit: <https://www.careercenters.com/courses/access-specialist-certification-bundle>



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Course Outline

This package includes these courses

- Microsoft Access Level II (6 Hours)
- Microsoft Access Level I (6 Hours)

This package also includes two hours of private training, the Microsoft Access Specialist Exam (with a free retake), and proctoring for the exam. Schedule the private training and exam after you complete the group class.

Microsoft Access Level II

Dive deeper into Microsoft Access 2016 with lessons on data validation, table structure improvement, and advanced reporting techniques. In this course, you'll learn more about relational databases by building one of your own, as well as tips and tricks to increase your efficiency.

Microsoft Access Level I

This Microsoft Access beginner course includes an overview of the Microsoft Access 2016 user interface and an introduction to creating data tables. By the end of Microsoft Access Level I, you'll know how to work with data in Microsoft Access and create basic forms.