

NEXTTECH

2022 Training Guide



2022

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About NextTech Learning

NextTech Learning is a leading training company, exists to educate people in Information Technology, Professional Development, Office Applications, Graphic Design, and Process Management. Our unmatched breadth of training offerings and flexible delivery methods address many of the challenges that organisations face in developing their staff. We work with an extensive range of partners to deliver the highest quality training needed in business today.



And More...



NextTech Vouchers

Make Your Training Budget Go Further

NextTech Learning offers you the most flexible, cost-effective, credit-based training program in Australia.

Our Vouchers are offered to you at a discounted rate (up to 30% off). Dependant on the amount you invest in our vouchers, you'll receive an additional percentage of training credit, which you may use on our entire course range.

Voucher Spend	Additional Credit
■ \$5,000 - 9,999	■ 10%
■ \$10,000 - 19,999	■ 15%
■ \$20,000 - 29,999	■ 20%
■ \$30,000 - 39,999	■ 25%
■ \$40,000 +	■ 30%

Benefit

- Valid for 12 months
- Enjoy Discounted Training Rates
- Flexible to use
- A dedicated Account Manager

Portfolio

- Information Technology
- Process Management
- Office Applications
- Graphic Design
- Professional Development

Flexible Delivery Options

- Instructor-led in-class
- Instructor-led Online
- Dedicated & Customised Team Training
- eLearning

Study Your Way

We all learn in different ways. At NextTech, we offer a variety of study options to match your learning style - and meet your business' needs. Ask us for a tailored proposal today.

INSTRUCTOR-LED CLASSROOM LEARNING

Great for hands-on learners, & those who learn best from interacting with others in small groups.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

NEXTTECH LIVE LEARNING

Experience live training from expert instructors, access hands-on labs & use authorised vendor curriculum, all from a remote location.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

CUSTOMISED DEDICATED TRAINING

The perfect hybrid where you need to train select staff on a particular topic – seminar or hands-on learning.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

INSTRUCTOR-LED SEMINAR STYLE LEARNING

Frequently chosen by corporates and government organisations to train large groups, on specific topics.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

ONE-ON-ONE MENTORED LEARNING

Highly effective for those who need to achieve specific goals, fast.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

E-LEARNING

Learn at your own pace in the comfort of your preferred space.

[SCHEDULE A CALL WITH A LEARNING EXECUTIVE](#)

Customised Dedicated Training

How Dedicated Training Works:

- 1 One of our Business Development Managers will work with you to understand your training objectives.
- 2 Working with the instructor, we will prepare a dedicated training plan. This can be achieved through a consultation with the instructor, or without.
- 3 Training can be conducted at your premises, via NextTech Live, or at our location.

Benefits Of Dedicated Training:

- 1 Dedicated training offers a cost effective and efficient solution to develop your workforce.
- 2 Design a training plan focused on only the areas of training you need.
- 3 A dedicated instructor and Business Development Manager are able to assist throughout the process.
- 4 Case studies and activities can be tailored to your industry.

Prepare For Your Course:

- 1 Where required, any preparatory work will be outlined in advance.
- 2 Any on-site facilities need to be set up in advance, and access to systems arranged.
- 3 Our Business Development Managers will be on hand to assist.



Information Technology Training



Receive the highest quality Information Technology training delivered by certified NextTech Trainers. Our extensive range of technology partners allows us to provide you with the best training needed in business today.

Whether your team needs training in Microsoft Technologies or other specialist training, you'll be trained by experts using the latest curriculum. Do you need the entire team upskilled? Not a problem, our NextTech trainers are experienced in delivering dedicated training on-site.



Offering Australia's leading Microsoft training courses. We are passionate about ensuring our courses provide practical skills which take students to the next level of capability.

AZURE APPS & INFRASTRUCTURE



AZ-900T01 Microsoft Azure Fundamentals

AZ-900T00 Microsoft Azure Fundamentals

AZ-204T00 Developing Solutions for Microsoft Azure

AZ-220T00 Microsoft Azure IoT Developer

AZ-020T00 Microsoft Azure solutions for AWS Developers

AZ-030T00 Microsoft Azure technologies for AWS Architects

AZ-040T00 Automating Administration with Windows PowerShell

AZ-104T00 Microsoft Azure Administrator

AZ-120T00 Planning and Administering Microsoft Azure for SAP Workloads

AZ-140T00 Configuring and Operating Microsoft Azure Virtual Desktop

AZ-305T00 Designing Microsoft Azure Infrastructure Solutions

AZ-400T00 Designing and Implementing Microsoft DevOps Solutions

AZ-600T00 Configuring and Operating a Hybrid Cloud with Microsoft Azure Stack Hub

AZ-700T00 Designing and Implementing Microsoft Azure Networking Solutions

AZ-800T00 Administering Windows Server Hybrid Core Infrastructure

AZ-801T00 Configuring Windows Server Hybrid Advanced Services

AZ-050T00 Migrating Application Workloads to Azure



DATA & AI

AI-102T00 Designing and Implementing a Microsoft Azure AI Solution

AI-900T00 Microsoft Azure AI Fundamentals

DA-100T00 Analyzing Data with Microsoft Power BI

DP-050T00 Migrate SQL workloads to Azure

DP-060T00 Migrate NoSQL workloads to Azure Cosmos DB

DP-070T00 Migrate Open Source Data Workloads to Azure

DP-080T00 Querying Data with Microsoft Transact-SQL

DP-090T00 Implementing a Machine Learning Solution with Microsoft Azure Databricks

DP-100T01 Designing and Implementing a Data Science solution on Azure

DP-203T00 Data Engineering on Microsoft Azure

DP-300T00 Administering Relational Databases on Microsoft Azure

DP-420T00 Designing and Implementing Cloud-Native Applications Using Microsoft Azure Cosmos DB

DP-500T00 Microsoft Azure Enterprise Data Analyst

DP-900T00 Microsoft Azure Data Fundamentals

BUSINESS APPLICATIONS

MB-210T01 Microsoft Dynamics 365 Sales

MB-220T00 Microsoft Dynamics 365 Marketing

MB-230T01 Microsoft Dynamics 365 Customer Service

MB-240T00 Microsoft Dynamics 365 Field Service

MB260T00 Microsoft Customer Data Platform Specialty

MB-300T00 Microsoft Dynamics 365: Core Finance and Operations

MB-310T00 Microsoft Dynamics 365 Finance

MB-320T00 Microsoft Dynamics 365 Supply Chain Management, Manufacturing

MB-330T00 Microsoft Dynamics 365 Supply Chain Management

MB-340T00 Microsoft Dynamics 365 Commerce Functional Consultant

MB-500T00 Microsoft Dynamics 365: Finance and Operations Apps Developer

MB-700T00 Microsoft Dynamics 365: Finance and Operations Apps Solution Architect

MB-800T00 Microsoft Dynamics 365 Business Central Functional Consultant

MB-910T00 Microsoft Dynamics 365 Fundamentals (CRM)

MB-920T00 Microsoft Dynamics 365 Fundamentals (ERP)

PL-100T00 Microsoft Power Platform App Maker

PL-200T00 Microsoft Power Platform Functional Consultant

PL-300T00 Power BI Data Analyst

PL-400T00 Microsoft Power Platform Developer



PL-600T00 Microsoft Power Platform Solution Architect

PL-900T00 Microsoft Power Platform Fundamentals

MODERN WORKPLACES - M365

MD-100T00 Windows Client

MD-101T00 Managing Modern Desktops

MS-030T00 Office 365 Administrator

MS-100T00 Microsoft 365 Identity and Services

MS-101T00 Microsoft 365 Mobility and Security

MS-203T00 Microsoft 365 Messaging

MS-600T00 Building Applications and Solutions with Microsoft 365 Core Services

MS-700T00 Managing Microsoft Teams

MS-720T00 Microsoft Teams Voice Engineer

MS-740T00 Troubleshooting Microsoft Teams

MS-900T01 Microsoft 365 Fundamentals

MICROSOFT SECURITY WORKSHOPS

AZ-500T00 Microsoft Azure Security Technologies

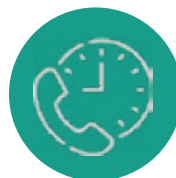
MS-500T00 Microsoft 365 Security Administration

SC-200T00 Microsoft Security Operations Analyst

SC-300T00 Microsoft Identity and Access Administrator

SC-400T00 Microsoft Information Protection Administrator

SC-900T00 Microsoft Security, Compliance, and Identity Fundamentals



**Schedule a Call With
My Learning Executive**



Microsoft 365

Get the most up-to date Microsoft training and certifications at NextTech Learning.

MICROSOFT 365 FUNDAMENTALS

MS-900 Microsoft 365 Fundamentals

MD COURSES

MD-100T00 Windows 10

MD-101T00 Managing Modern Desktops

MS COURSES

MS-030T00 Office 365 Administrator

MS-100T00 Microsoft 365 Identity And Services

MS-101T00 Microsoft 365 Mobility And Security

MS-203T00 Microsoft 365 Messaging

MS-500T00 Microsoft 365 Security Administrator

MS-600T00 Building Applications and Solutions With
Microsoft 365 Core Services

MS-700T00 Managing Microsoft Teams

MS-720T00 Microsoft Teams Voice Engineer



**Schedule a Call With
My Learning Executive**



VMware

Develop your team's VMware expertise in Cloud Management, End-User Computing, VMware NSX/ NSX-T, VMware vSphere and more.

MODERN WORKPLACES - M365



VMware vSphere: Install, Configure, Manage

VMware vSphere: Optimize and Scale

VMware vSphere: What's New

VMware vSAN: Management and Operations

VMware vSAN: Plan and Deploy

VMware vSAN: Deploy and Manage

VMware vSAN: Production Operations

VMware Site Recovery Manager: Install, Configure, Manage

VMware vRealize Automation: Install, Configure, Manage

Troubleshooting Microsoft Teams

VMware Cloud on AWS: Deploy and Manage

VMware Cloud Foundation: Planning, Management, Operations

VMware Cloud Director: Install, Configure, Manage

VMware vCloud Director Tenant Operations

VMware vCloud NFV with vCloud Director

VMware vRealize Operations: Install, Configure, Manage

VMware vRealize Operations for Operators

VMware vRealize Suite Lifecycle Manager: Install, Configure, Manage

VMware Telco Cloud Automation: Install, Configure, Manage

VMware Telco Cloud Infrastructure: Install, Configure, Manage

VMware Telco Cloud Platform: Install, Configure, Manage

VMware Integrated Openstack: Install, Configure, Manage

VMware NSX-T Data Center: Install, Configure, Manage

VMware NSX-T Data Center: Troubleshooting and Operations

VMware NSX: Install, Configure, Manage

VMware NSX: Troubleshooting and Operations

VMware SD-WAN by VeloCloud: Deploy and Manage

VMware vRealize Network Insight: Install, Configure, Manage





VMware NSX-T Data Center: Multisite Deployments with Federation

VMware Workspace ONE: Deploy and Manage

VMware Workspace ONE: Skills for UEM

VMware Workspace ONE: Integrating Access with UEM

VMware Workspace ONE: UEM Troubleshooting

VMware Workspace ONE: Advanced Integration* special 10 days access

VMware Workspace ONE: Modern Management for Windows 10

VMware Horizon 8: Deploy and Manage

VMware Horizon 8: Skills for Virtual Desktop Management

VMware Horizon 8: Infrastructure Administration

VMware Horizon 8: Virtual Desktop Troubleshooting

VMware Horizon 8: Infrastructure Troubleshooting

VMware Carbon Black Cloud Endpoint Standard

VMware App Volumes and Dynamic Environment Manager

VMware NSX-T Data Center for Intrinsic Security

VMware vSphere with Tanzu: Deploy and Manage* special 10 days access

VMware Tanzu RabbitMQ: Install, Configure, Manage

VMware Tanzu Application Service: Install, Configure, Manage* special 10 days access

VMware Tanzu Mission Control: Management and Operations

VMware Tanzu Kubernetes Grid: Install, Configure, Manage* special 10 days access

VMware Carbon Black App Control Administrator

VMware Carbon Black EDR Administrator

VMware Carbon Black Cloud Audit and Remediation

VMware Carbon Black Cloud Endpoint Standard

VMware Carbon Black Cloud Enterprise EDR

VMware Carbon Black Portfolio: Configure and Manage

VMware Carbon Black App Control Advanced Administrator

VMware Carbon Black EDR Advanced Administrator

VMware Carbon Black EDR Advanced Analyst



EPI

Develop your team's ability to design, implement, optimize, test, operate and maintain their mission critical data centre to ensure it meets and exceeds the business expectations.

INSTRUCTOR LED TRAINING COURSES

DCFC - Data Centre Foundation

CDCP - Certified Data Centre Professional

CDCS - Certified Data Centre Specialist

CNCDP - Certified Network Cable Design Professional

CDESS - Certified Data Centre Environmental Sustainability Specialist

CDRP - Certified Data Centre Risk Professional

CDFOS - Certified Data Centre Facilities Operations Specialist

CDMS - Certified Data Centre Migration Specialist

CTIA - Certified TIA-942 Internal Auditor

CDFOM - Certified Data Centre Facilities Operations Manager

CTIA - Certified TIA-942 Internal Auditor

CDCE - Certified Data Centre Expert



Schedule a Call With My Learning Executive



www.nexttech.edu.au



1300 263 559



info@nexttech.edu.au

Cyber Security

A strong cybersecurity strategy will protect you against unauthorized access and malicious attacks designed to access, alter, delete, destroy or extort an organisations sensitive data.

COURSES

EXIN Cyber and IT Security Foundation

EXIN Ethical Hacking Foundation

EXIN Privacy & Data Protection Essentials

EXIN Privacy & Data Protection Foundation

EXIN Privacy & Data Protection Practitioner

ISO 27001 Foundation

ELEARNING COURSES

Introduction to Cyber Security



**Schedule a Call With
My Learning Executive**



NextTech is an authorised Citrix training provider and offers a wide range of Citrix courses in cloud infrastructure, networking, mobility solutions and more. Maximize the capabilities of your Citrix solutions with technical training.

CITRIX COURSES



Citrix Virtual Apps and Desktops 7, App Layering, and WEM Administration (Fast-Track)

Moving to the Citrix Virtual Apps and Desktops Service on Citrix Cloud with Microsoft Azure

Citrix Virtual Apps and Desktops 7 Help Desk Support

Citrix ADC 12.x Gateway

Citrix Workspace Microapps Essentials

Deploy and Manage Citrix ADC 13.x with Citrix Gateway

Citrix Virtual Apps and Desktops 7 Administration On-Premises and in Citrix Cloud

Deploy and Manage Citrix SD-WAN 11.x

Citrix Virtual Apps and Desktops 7 Advanced Deployment, Troubleshooting, Security & Administration

Citrix ADC 12.x Advanced Concepts - Secure Web Applications

Citrix App Layering and WEM Administration

Citrix ADC 12.x Advanced Concepts – Management and Optimization

Citrix Virtual Apps and Desktops 7 Advanced Administration

Citrix ADC 12.x Advanced Concepts - Security, Management and Optimization

Citrix Provisioning 7 Administration

Citrix Virtual Apps and Desktops 7 Assessment, Design, and Advanced Configuration

Moving to Citrix Virtual Apps and Desktops Service on Citrix Cloud

Manage Citrix Endpoint Management

Citrix Virtual Apps and Desktops Service on Microsoft Azure



**Schedule a Call With
My Learning Executive**

Australia's Oracle Authorised Education Centre, delivering Oracle cloud and on-premise software training & certification.

ORACLE LEARNING SUBSCRIPTIONS



Oracle Cloud Infrastructure Learning Subscription

Oracle Data Management Cloud Services Learning Subscription

Oracle Application Development Cloud Services Learning Subscription

Oracle Database Learning Subscription

Oracle IT Infrastructure Learning Subscription

My SQL Learning Subscription

Java Learning Subscription

Oracle Siebel CRM Learning Subscription

Oracle E-Business Suite Learning Subscription

PeopleSoft Learning Subscription

JD Edwards Learning Subscription

Hyperion and Essbase Learning Subscription



**Schedule a Call With
My Learning Executive**

SAP combines database management and human resources software management with business training for employees to help companies achieve their goals faster with a staff trained to use this software.

SAP COURSES



S4H00 - SAP S/4HANA Overview

THR81 - SAP SuccessFactors Employee Central Academy

HA100 - SAP HANA Introduction

HA200 - SAP HANA 2.0 SPS04 - Installation and Administration

HA400 - ABAP Programming for SAP HANA

SAC01 - Introduction to SAP Analytics Cloud

ACT100 - SAP Activate Methodology

TS410 - Integrated Business Processes in SAP S/4HANA

CP100 - SAP Integration Suite and SAP Extension Suite, Introduction

HA300 - SAP HANA 2.0 SPS04 – Modeling

THR83 - SAP SuccessFactors Recruiting: Recruiter Experience Academy

S4H01 - SAP Business Suite to SAP S/4HANA Delta

SAP01 - SAP Overview

UX100 - SAP Fiori – Foundation

THR82 - SAP SuccessFactors Performance and Goals Academy



**Schedule a Call With
My Learning Executive**



eLearning

Receive digital skills training to help you acquire the skills needed to thrive in the digital economy.

AI & MACHINE LEARNING

Introduction to Artificial Intelligence Course

Data Science with Python

Machine Learning

Deep Learning with Keras and TensorFlow

AI Capstone Project

Advanced Deep Learning and Computer Vision

Industry Master Class – Artificial Intelligence

Natural Language Processing (NLP)

Python for Data Science

Introduction to IoT

BIG DATA

Big Data for Data Engineering

Big Data Hadoop and Spark Developer

PySpark Training Course

Apache Kafka

Introduction to Business Analysis

MongoDB Developer and Administrator

AWS Data Analytics Certification Training

Big Data Capstone

Industry Master Class – Data Engineering

Java Training

AWS Technical Essentials

CYBER SECURITY

Introduction to Cyber Security

CompTIA Security+ (SY0-601)

CEH (v11)- Certified Ethical Hacker

CISSP® Training

CISM OSL

Certified Cloud Security Professional

CompTIA Network+

DATA SCIENCE & BUSINESS ANALYTICS

Introduction to Data Analytics Course

Business Analytics with Excel

Programming Basics and Data Analytics with Python

Tableau Training

Data Analyst Capstone

Data Science with R Programming

Industry Master Class – Data Analytics

Programming Refresher

R Programming for Data Science

SQL Training

Power BI

Python for Data Science

Data Science with Python

Machine Learning

Tableau Training

Data Science Capstone

Data Science with R Programming

Industry Master Class – Data Science

SQL Training

Deep Learning with Keras and TensorFlow

Cloud Architect Capstone Project

Welcome Class For Data Visualization Expert

Statistics Essentials for Data Science

Power BI

Tableau Training

CLOUD COMPUTING

AWS Technical Essentials

AWS Solutions Architect

AWS Database Migration

AWS Developer Associate

AWS SysOps Associate

Microsoft Azure Fundamentals

Microsoft Azure Architect Technologies: AZ:303

Microsoft Azure Architect Design: AZ:304

Microsoft Certified Azure Developer Associate: AZ:204

Microsoft Certified: Azure Administrator Associate
AZ-104

Microsoft Certified DevOps Engineer Expert AZ-400

Azure DevOps Solutions Expert Capstone Project

Microsoft Certified Azure Security Engineer Associate
AZ-500

Azure Security Engineer Capstone Project

Google Cloud Platform Architect Training



DevOps

DevOps Training

Docker Certified Associate (DCA) Certification Training Course

Certified Kubernetes Administrator

AWS Developer Associate

Ansible 2.0 Training course

CI/CD Pipeline with Jenkins

DevOps on AWS

Git and GitHub Training

Linux Training

Puppet Training Course

AWS Technical Essentials

Agile Scrum Master

SERVICE MANAGEMENT

ITIL® Foundation

ITIL® Direct Plan and Improve

ITIL® Create Deliver and Support

ITIL® Drive Stakeholder Value

ITIL® High Velocity IT

ITIL® Digital and IT Strategy

ITIL® Managing Professional Transition

PROJECT & PROGRAMME MANAGEMENT

PRINCE2® Foundation

PRINCE2® Foundation & Practitioner

MSP® Foundation

MSP® Practitioner

MSP 4th Edition Practitioner

MSP 5th Edition Practitioner

MSP 5th Edition Foundation

MSP 5th Edition Foundation & Practitioner

MSP® Foundation & Practitioner

MoP® Foundation

MoP® Practitioner

MoP® Foundation & Practitioner

P3O® Foundation

P3O® Practitioner

P3O® Foundation & Practitioner

M_o_R® Foundation

M_o_R® Practitioner

M_o_R® Foundation & Practitioner

MoV® Foundation



Better Business Cases™ Practitioner

Better Business Cases™ Foundation & Practitioner

Project Planning & Control™ Foundation

Project Planning & Control™ Practitioner

Project Planning & Control™ Foundation & Practitioner

Managing Benefits™ Foundation

Managing Benefits™ Practitioner

Managing Benefits™ Foundation & Practitioner

PPS™

Finance for Non Financial Managers™

Praxis Framework™ Foundation

Praxis Framework™ Practitioner

CAPM

Introduction to Project Management

Change Management™ Foundation

Change Management™ Practitioner

Change Management™ Foundation & Practitioner

Better Business Cases™ Foundation

Praxis Framework™ Foundation & Practitioner

Praxis Framework™ Bridging

APM PFQ

APM PMQ

APM PMQ for PRINCE2 Practitioners

Certified Associate in Project Management (CAPM)®

Project Management Professional (PMP)®

Introduction to Microsoft Project

R Programming for Data Science

AGILE

PRINCE2 Agile® Foundation

PRINCE2 Agile® Practitioner

PRINCE2 Agile® Foundation & Practitioner

AgilePM® Foundation

AgilePM® Practitioner

AgilePM® Foundation & Practitioner

Scrum Master

AgileBA® Foundation

AgileBA® Foundation & Practitioner

AgileDS™ Foundation

AgileDS™ Practitioner

AgileDS™ Foundation & Practitioner

Agile Change Agent



BUSINESS ANALYSIS

Business Analysis Foundation

Requirements Engineering

Business Analysis Practice

Modelling Business Processes

BUSINESS SKILLS

Business Skills for Project Managers (various)

QUALITY MANAGEMENT

Lean Six Sigma Yellow Belt

Lean Six Sigma for Services Yellow Belt

Lean Six Sigma for Services Green Belt

Lean Six Sigma for Services Black Belt

Lean Six Sigma for Services Champion

Agile Process Improvement

Software Testing Foundation

DATA CENTRE MANAGEMENT

DCFN Certified Data Centre Professional

CNCDP - Certified Network Cabling Design Professional

CDCP - Certified Data Centre Professional

CDESS - Certified Data Centre Environmental Sustainability Specialist

CDRP - Certified Data Centre Risk Professional

CDMS - Certified Data Center Migration Specialist

CTIA - Certified TIA-942 Internal Auditor

CDCS - Certified Data Centre Specialist

CDFOS® - Certified Data Centre Facilities Operations Specialist

CDFOM - Certified Data Centre Facilities Operations Manager

CITO - Certified IT Operator

CITM - Certified IT Manager

Other

Risk Management PMI-RMP

Introduction to Robotic Process Automation (RPA)

Program Management (PMI-PgMP)



**Schedule a Call With
My Learning Executive**

Software Development

Take your team's software developer training to the next level and remain up to speed speed on the ever-changing landscape of emerging software development tools and techniques.

SOFTWARE DEVELOPMENT

Angular Certification Training Course

Salesforce Certification - Administrator & App Builder Course

Salesforce Administrator Certification Training Course

Salesforce Platform App Builder Certification Training



Microsoft Office



Bundle & Save

Get up to speed quickly with our range of 1-day Office courses.

➤ Choose any 3 courses, buy 2 & get the 3rd for free.

Bundle and Save on any of the Microsoft Office courses listed below, and get started today.

Want to get multiple people on your team trained? Not a problem, we'll organised a dedicated class.



WORD



EXCEL



OUTLOOK



POWERPOINT



ACCESS



ONENOTE



VISIO



PUBLISHER



TEAMS



SHAREPOINT



MICROSOFT PROJECT



ASK US ABOUT
PRE-COURSE
ASSESSMENTS



Microsoft 365 Select

Microsoft 365 Select is one of our most flexible training solutions. Save time & money by selecting only the training that your team needs.



- 12 training modules to choose from
- 1/2 day, 1-day or 2-day training options available
- Only pick the modules you need
- Study at your place or at ours

Module 1: What is Office 365?

Module 2: Outlook & People

Module 3: Calendar & Tasks

Module 4: OneDrive for Business

Module 5: Word, Excel, PowerPoint and OneNote

Module 6: SharePoint

Module 7: Delve

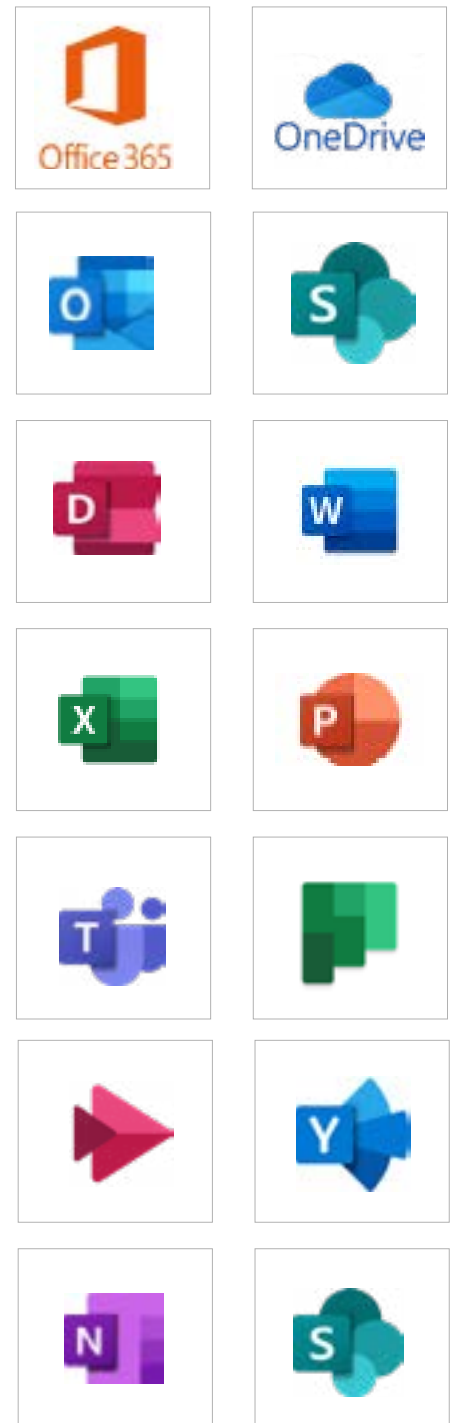
Module 8: Planner

Module 9: Teams

Module 10: Yammer and Stream

Module 11: Using Stream

Module 12: Sway



Professional Development



Professional Development skills can have a significant impact on an individual's & an organisation's long-term growth, profitability and sustainability.

Easily customise any Professional Development program across a variety of topics to ensure you are able to provide your staff with the skills they require, to achieve your organisation's goals. Whether you are looking to improve internal communication, enhance your management's ability to motivate and empower staff, or develop superior sales skills, NextTech has a training program to suit your organisation's learning needs.



Professional Development

Get the most up-to date Specialised leadership, management and communications training courses.

BUSINESS COMMUNICATIONS

Essential Communication Skills

Advanced Communication Skills

Effective Influencing and Persuasion Skills

The Effective Negotiator

EXCHANGE SERVER

Professional Telephone Skills

Excellence in Service - Essentials

PERFORMANCE ENHANCEMENT

Effective Time Management

Time Management using Outlook 2016

How To Handle Difficult People

Stress Management

MANAGEMENT AND LEADERSHIP

Excellence in Service - Essentials

Leadership Excellence (From Good to Great)

The New Manager

HR for Non-HR Managers

Change Management

Team Leadership

Conflict Resolution - Getting Along in the Workplace

Conducting Meetings

Emotional Intelligence (Traditional Classroom)

PROJECT MANAGEMENT

Critical Thinking

Fast Start In Business Analysis

Project Management Fundamentals

Microsoft Project 2016

PRINCE2 - Foundation (Exam Included)

PRINCE2 - Practitioner (Exam Included)

PRINCE2 Practitioner Package (Exams Included)

PRINCE2 Agile Practitioner And Exam

PROJECT MANAGEMENT

Digital Marketing 101

Advanced Email Marketing

Digital Strategy for Brand Marketing

Digital Marketing for CXOs



Process Management



Today's managers and employees must be organised and coordinated to be productive and competitive. NextTech offers industry leading certification programs such as ITIL® IT Service Management, MSP® Programme Management and PRINCE2® Project Management. Balanced with our technical and professional development training, managers and employees have the right skills, processes and technology training to successfully complete complex business projects.



AND MORE...



Process Management

ITIL®, PRINCE2®, MSP®, Business Analysis, APMG and RESILIA™. Official courses delivered by Certified trainers.

ITIL

ITIL® 4 Foundation Certificate In IT Service Management Including Exam

ITIL Practitioner And Exam

ITIL Managing Across The Lifecycle

ITIL 4 Strategic Leader Bundle

ITIL 4 Managing Professional Bundle

ITIL 4 Foundation and ITIL 4 Direct Plan and Improve Bundle

PRINCE2

PRINCE2 Agile Foundation

Agile Scrum Foundation

PRINCE2 Agile Practitioner And Exam

PRINCE2 Agile and PRINCE2 Plus Pack

Lean Management

Lean Process Improvement

MSP

MSP Foundation

MSP Practitioner

MSP Package (Includes Foundation And Practitioner)

BUSINESS ANALYSIS

Fast Start in Business Analysis

APMG

APMG - International Change Management Foundation (With Exam)

APMG - International Change Management Foundation (No Exam)

RESILIA

RESILIA Foundation (Exam Included)

RESILIA Practitioner (Exam Included)

RESILIA Foundation And Practitioner Package (Exams Included)



Graphic Design



Being successful in the design world means having a broad range of up-to-date skills to produce top of the line collateral. NextTech's Graphic Design training covers all facets of design and provides you with the tools you need to create logos, web banners, websites, flash and animated graphics - whatever it is you need to produce.

Visit www.nexttech.edu.au/graphicdesign for the most up-to-date course overview & upcoming dates in Sydney, Brisbane, Melbourne and Online.



InDesign



Photoshop



Dreamweaver



Illustrator




Acrobat

VERSION: CC, XI & DC

LEVELS: Beginner, Intermediate





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AND ONLINE**



1300 263 559



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