

# 17 capacitaciones gratis

online de Microsoft Office 365 para mejorar tu productividad



Calendario con fechas, horarios disponibles, temas y link de registro:

| Fecha      | Horario         | Tema                                                                | Forms de Registro                                                                         |
|------------|-----------------|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| 10/05/2023 | 9:00 - 10:00 am | Nuevas funcionalidades para reuniones virtuales en Microsoft Teams  | <a href="https://forms.office.com/r/WMfhgFzVgL">https://forms.office.com/r/WMfhgFzVgL</a> |
| 11/05/2023 | 9:00 - 11:00 am | Digitalización de procesos con Power Apps en Teams                  | <a href="https://forms.office.com/r/nJGc3n2sbD">https://forms.office.com/r/nJGc3n2sbD</a> |
| 17/05/2023 | 9:00 - 11:00 am | Automatización de tareas con Power Automate en Teams                | <a href="https://forms.office.com/r/jkGx5JuCvH">https://forms.office.com/r/jkGx5JuCvH</a> |
| 18/05/2023 | 9:00 - 10:00 am | Tu disco duro seguro en la nube - OneDrive                          | <a href="https://forms.office.com/r/8bSL0mwwR6">https://forms.office.com/r/8bSL0mwwR6</a> |
| 24/05/2023 | 9:00 - 10:00 am | Espacios de colaboración y comunicación con SharePoint Online       | <a href="https://forms.office.com/r/dKhbPr8w14">https://forms.office.com/r/dKhbPr8w14</a> |
| 25/05/2023 | 9:00 - 10:00 am | Optimiza el manejo de correos con Outlook                           | <a href="https://forms.office.com/r/NGKYEInLFG">https://forms.office.com/r/NGKYEInLFG</a> |
| 31/05/2023 | 9:00 - 10:00 am | Nuevas funcionalidades de Word                                      | <a href="https://forms.office.com/r/nBcsxcGCIE">https://forms.office.com/r/nBcsxcGCIE</a> |
| 1/06/2023  | 9:00 - 10:00 am | Trucos para presentación más efectivas con Power Point              | <a href="https://forms.office.com/r/LJZZFMh4rm">https://forms.office.com/r/LJZZFMh4rm</a> |
| 7/06/2023  | 9:00 - 10:00 am | Nuevas funcionalidades de Excel                                     | <a href="https://forms.office.com/r/EmLjk7GsTu">https://forms.office.com/r/EmLjk7GsTu</a> |
| 8/06/2023  | 9:00 - 10:00 am | Seguimiento de tareas con Planner y To Do                           | <a href="https://forms.office.com/r/50rEj46M5T">https://forms.office.com/r/50rEj46M5T</a> |
| 14/06/2023 | 9:00 - 10:00 am | Del formulario de papel al formulario digital con Forms             | <a href="https://forms.office.com/r/c9G78HCi1w">https://forms.office.com/r/c9G78HCi1w</a> |
| 15/06/2023 | 9:00 - 10:00 am | Digitalización de procesos con Lists                                | <a href="https://forms.office.com/r/Hbsq2mUByr">https://forms.office.com/r/Hbsq2mUByr</a> |
| 21/06/2023 | 9:00 - 11:00 am | Generación y análisis de reportes con Power BI                      | <a href="https://forms.office.com/r/Nm8y5e9hLN">https://forms.office.com/r/Nm8y5e9hLN</a> |
| 22/06/2023 | 9:00 - 10:00 am | Trucos de productividad y manejo de tiempo con Viva Insights        | <a href="https://forms.office.com/r/tcZt5uUE73">https://forms.office.com/r/tcZt5uUE73</a> |
| 27/06/2023 | 9:00 - 10:00 am | Crea espacio de colaboración e intercambio de ideas con Viva Engage | <a href="https://forms.office.com/r/Tff3M5meqJ">https://forms.office.com/r/Tff3M5meqJ</a> |
| 28/06/2023 | 9:00 - 10:00 am | Crear tu propio camino de aprendizaje con Viva Learning             | <a href="https://forms.office.com/r/VYxvAaCaLY">https://forms.office.com/r/VYxvAaCaLY</a> |
| 29/06/2023 | 9:00 - 10:00 am | Mantente informado con Viva Connections                             | <a href="https://forms.office.com/r/anyLga7Prm">https://forms.office.com/r/anyLga7Prm</a> |

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