

## University of St Andrews

### Microsoft Office Specialist Success Story (April 2013)

St Andrews is Scotland's first university and the third oldest in the English speaking world, founded in 1413. Over six centuries it has established a reputation as one of Europe's leading and most distinctive centres for teaching and research.

The University's Centre for Academic, Professional and Organisational Development (CAPOD) was formed in May 2011. Its aims are to promote an integrated personal, professional and academic development service to all staff and students.



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CAPOD has a dedicated IT Training program and has introduced Microsoft Office Specialist (MOS) Certification in the drive to promote more effective use of technology. The University has made MOS available to all staff and post-graduates in the University.

According to CAPOD's Sonny Evans, who is in charge of IT Training and the MOS Program: "We've had an enthusiastic uptake of the offer to join the MOS program and it has been valuable in motivating people to engage with training."

Motivated members of staff and students have gone on to achieve their MOS Masters certification by passing Word and Excel at Expert level and two other core level MOS exams.

According to Sonny: "Staff participating in the program acknowledged that working towards the MOS certification had expanded their IT skill base and that having a recognised IT qualification would be a positive attribute to their professional development".



St Andrews University achievers with their MOS Masters Qualification. Left to Right - Scott Deans (Development), CAPOD's Sonny Evans, Dee McDougall-Bagnall (Academic Registry) and Christoph Biehl (PhD student-Management).