Credential Tip Sheet: Microsoft Office Specialist (MOS) PowerPoint

Career Cluster: Business, Management, & Administration (BMA)
CIP Code: 52.0299
CIP Program Name: Business Management, Administration & Operations
Credentialing Agency: Certiport
Industry-recognized credential: MOS PowerPoint

What are the content areas covered by the credential?

The Microsoft Office Specialist PowerPoint (MOS PowerPoint) Exam covers BMA competencies in the areas of Information Technology, Career Readiness and Professionalism, and Communications. Teachers can learn more about MOS certification, training materials, practice exams, and more by viewing information on the Certiport MOS PowerPoint Certification webpage.

Credential Qualifications or Pre-requisites

There are no qualifications or pre-requisites to take this exam. If a candidate does not achieve a passing score on an exam the first time, the candidate must wait 24 hours before retaking the exam.

Exam Information

The MOS PowerPoint exam is an online proctored test that is a performance-based format. There are 35 questions with a 50-minute time limit. Those earning the certification demonstrate competency to create, edit, and enhance presentations and slideshows. The exam covers the ability to create and manage presentations, insert and format shapes and slides, create slide content, apply transitions and animations and manage multiple presentations. Presentation examples include professional-grade sales presentations, employee training, instructional materials, and kiosk slideshows.

Exam results are generated immediately upon completion and presented to the student. The testing site administrator will have access to the exam report and printable certificate on the Certiport Administrator website. To become a Certiport Authorized Testing Center review the information at the link provided.

Who is eligible for the credential?

Student concentrators in state-approved CTE programs who have completed at least two Perkins Course Competencies (PCC) with a 2.0 or better and have completed the qualifications and instruction required by the credentialing body may take the credential exam.

A PCC is a specific set of related CTE competencies based on standards from one CIP code that are grouped together. For Perkins V reporting, standardized courses will be termed "PCCs." (Source: Perkins V FINAL Definitions: Course, Participant, Concentrator, Completer memo)

Credentials earned may be recorded for students in the Career and Technical Education Information System (CTEIS) through August 31st of the student's graduation year. Step-by-step instructions on how to enter credentials in CTEIS can be found here: Manage Credentials Guide.

Contact Information

Credential and Testing Information
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