VIRTUAL TRAINING SERIES · NWIRC

Microsoft 365

Digital Skills for the Next Generation of Manufacturing Leaders

FORMAT	WHERE	TIME
6 live sessions · 1.5 hrs each	Virtual	9:30–11:00 AM

In six consecutive one and a half hour sessions, equip your next generation of manufacturing leaders with the digital skills required to lead in today's connected workplace through these engaging Microsoft 365 training series. **Designed specifically for manufacturing environments**, participants will build a strong foundation in modern work practices while gaining hands-on experience with the tools they use every day.

Each session blends real-world manufacturing use cases with actionable techniques, enabling participants to improve communication, increase efficiency, and drive smarter decision-making across their organization.

Six Sessions · Wednesdays

NOV 4	NOV 11	NOV 18	DEC 2	DEC 9	DEC 16

All sessions in 2026

Hands-On With the Tools You Use Every Day

Modern Work Practices
A strong foundation for today's connected workplace

Microsoft Teams
Collaboration and communication

Outlook & To Do
Personal productivity and task management

SharePoint
Secure, efficient document management

Microsoft Bookings
Practical ways to streamline scheduling

Microsoft Copilot
An executive-level overview of AI in daily workflows

$249
FULL SERIES

Join from anywhere. Six live, interactive virtual sessions.

Register: nwirc.org/events or scan the code

nwIRC
The Resource for Manufacturers