



DEVELOP A WINNING TEAM WITH SKILLS TRAINING. BECOME MORE PRODUCTIVE TOGETHER!

WORK WITH EXCEL + FLOURISH

EXCEL + FLOURISH works with companies in a number of different ways to educate their teams and ensure their productivity.

- Microsoft 365 Training Adoption and Productivity
- Rapid Technology Adoption and Change Management
- Microsoft Teams, Zoom and virtual platforms for Work From Home efficiency
- Customized Technical Training Solutions for your Workforce

BUT WHY EXCEL + FLOURISH?

- Engaging and Effective Training - not just boring tech trainers
- Problem-Focused and Results-Based - not just beginning/intermediate/advanced
- Variety of Training Delivery Options and Modalities including virtual and video
- Focused on Incremental Progress that Sticks - not just piling on information
- Serves the Participants in the Room - ensuring they get value and can apply lessons
- Calculates ROI in Annual Time Saved - not just time spent in training
- Trainers stay current on M365, learning new features before they are

EXPERIENCE WE BRING TO YOU

IMPACT:



OVER
500
COMPANIES SERVED



THOUSANDS
of hours saved
through productivity
improvement



OVER
15,000
PEOPLE TRAINED



**SUBJECT MATTER
EXPERTS**

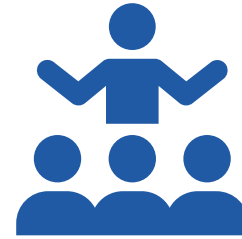
20+ years

Microsoft Office Specialist –
Expert

Microsoft Certified Adoption
Specialist

Microsoft Certified Trainer

Modern Classroom Certified
Trainer



PRESENTING AT

Microsoft Conferences:

Transformational Technical Training takes
Translation

INDUSTRIES WE SERVE:

Energy

Information Technology

Military

Consulting

Professional Services

Food and Beverage

Public Sector

Financial Services

Insurance

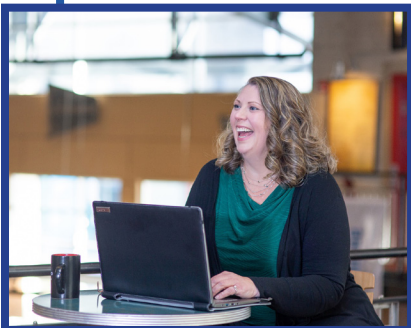
Manufacturing

Higher Education

Non-Profits

Entertainment

EXCEL + FLOURISH LEADERSHIP



Best-selling author, entrepreneur, coach, and engaging geek Jennifer Buchholz has worked in higher education, training, and development for over 20-years. When she realized that traditional methods weren't helping her students thrive—she founded Excel & Flourish. Based in Milwaukee, Excel & Flourish helps organizations and teams improve productivity and reduce frustration with Microsoft products through fun technical skills training. The result? Amped-up collaboration and better success across every aspect of their business and work.

Jennifer is an award-winning connector who consistently goes out of her way to help others succeed. Her passion is bringing people together, so they have the tools, support, and resources they need to be successful.



YOU HAVE MICROSOFT 365®, NOW MAXIMIZE THE VALUE OF THIS INVESTMENT.

Microsoft 365 is the backbone of every workday for every employee.

But your employees are only using 10 to 15% of the capabilities.

With Microsoft 365 training your organization can fully leverage the software investment and increase efficiency & productivity.

OUR TRAINING SOLUTIONS MOVE PEOPLE FROM COMPETENCE TO INNOVATION

Until employees are competent with the technology, they are just following SOPs to do work – and mistakes can be made. Our approach is to focus on competence first – making sure employees are comfortable and confident using the software.

Once this happens they get curious. They start asking, “what if I tried?” or “can we do this?”. This is the first level of innovation – process improvement. The next level of innovation is reached when people get creative. They start to see how things in the M365 universe connects and imagine what’s possible.



Customized



Current



FUN!

TYPES OF TRAINING AVAILABLE



IN-PERSON



VIRTUAL



LIVE



RECORDED

	IN-PERSON	VIRTUAL	LIVE	RECORDED
Software Demonstration	✓	✓	✓	✓
Hands On Training - 2-4 hours	✓	✓	✓	✓
Software Skills Assessments (creation/administration/review)		✓		
Team Focus Groups on Systems and Productivity Improvement	✓	✓	✓	
Live Q&A Sessions	✓	✓	✓	
Study Hall Workshops	✓	✓	✓	
“Walk Around” sessions to review processes	✓	✓	✓	
Administration of Online Training System		✓		
Webinars open to multiple companies		✓	✓	✓
Custom training content development	✓	✓	✓	✓
Development of internal SME/Champions program	✓	✓	✓	

Sample List of Training Topics

- Teams: Meetings/Chat/Calls
- Teams: Collaboration Solutions
- Overcoming Inbox Overwhelm: Inbox Zero and Workflow Prioritization
- Overcoming Inbox Overwhelm: Streamline Your Processes
- Excel Tips, Tricks and Shortcuts
- Excel: Fast Track Data Cleanup
- Manage Your Projects
- What To Do?
- Zoom Best Practices
- Taming your Calendar
- Engaging Meetings
- OneNote 101
- OneNote Advanced
- Sway: Visual Presentations
- PowerPoint Design/Styling
- PowerPoint for Multimedia Production
- PowerPoint Presentation Tools
- Microsoft 365: Why it's Cool
- OneDrive/Teams/SharePoint: Cloud Storage Strategies

**Bring more productivity, efficiency & innovation to your company.
Give your team the training they need to perform at their best!**