



A PEARSON VUE BUSINESS

Microsoft Certified Fundamentals Exam Tutorial

Note: All Microsoft Certified Fundamentals exams contain a total number of questions ranging from 32-52 items. The MS-900 used in this tutorial is just an example.

Exam MS-900-ENU-201

Microsoft 365 Fundamentals

Welcome Jane Smith!

Maximum time for this session, including instructions, survey, and exam: 60 minutes

Number of exam questions: 32

Maximum time for exam: 60 minutes

Minimum score required to pass this exam: 700



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Welcome

Welcome to this Microsoft Certification exam. The following information is provided to help you use your exam time most efficiently.

Exam Format and Question Formats

This exam session includes multiple sections. You will see introductory sections, the exam content, and post-exam sections. This exam might contain several question formats. The Help button located at the bottom of each question screen provides information on the question format shown.

Timing

The amount of time that you have to complete this exam was provided on the Welcome Screen. The amount of time you have remaining in each section is provided in the upper-right corner of each screen. Any delays, such as the loading of the next screen, will not be counted against your exam time.

Reviewing/Commenting

The Review later check box located in the upper-left corner of each question screen can be used to flag a question that you want to review. At the end of this exam, you will see a screen that shows you which questions you have marked for review.

Although you cannot make comments during the exam, you can provide feedback about specific questions after you have finished the exam. The Review Later or Comment Later checkboxes can be used to flag a question for which you want to provide a comment. The allotted time for comments is separate from the exam time. Any time remaining in the comment or exam sections cannot be transferred.

NOTE: Some exams might not have a comment period. If you have feedback about a specific question, please complete an Item Challenge form at the Microsoft Learning site.

Keyboard Shortcuts

Functionality, such as keyboard shortcuts, can be used during the exam. Additional information about the keyboard controls that are available within the exam can be found by clicking the Help button associated with each question.

Case Studies

This exam might contain case studies. If there are case studies, the number of cases is provided in the "Get ready to take the exam!" screen. We no longer time each case study separately. In other words, the amount of time you are given to complete this exam can be used at your discretion. You can spend as much time as you like on any given case or question; manage your time to ensure that you are able to complete all questions included on this exam in the time provided.

Performance Based Labs

This exam may contain labs. The number of labs will be displayed in the introductory screens. Labs are not timed separately. Once you leave a lab, you cannot return to it; be sure that you have completed all of the tasks before exiting it. NOTE that the exam is divided into sections. You will answer questions BEFORE and AFTER you complete the labs. Approximately 70% of the questions appear BEFORE the labs and 30% of the questions appear AFTER the labs. Please be sure manage your exam time so that you can complete all sections of the exam in the time allotted.



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Ready to start the exam?

Time available: 60 minutes
Exam questions: 32

Note:

The questions in this exam are grouped into sections.
You cannot return to a section once you have completed it.
Sections are not timed individually.



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