

Surveys and Information Gathering – Microsoft Forms

Understand how to use Microsoft Forms to Survey, collate and communicate information both internally and externally.



What you will learn:

- How to create a survey with Forms
- Sending forms externally with branding etc
- View survey results
- How to collect survey results in an Excel spreadsheet
- Using Forms for Polls in Teams
- How Bookings can help your organisation with scheduling

Session Overview:

- Remote Session
- Live instructor led
- Up to 15 Delegates
- 90 Minutes Session
- Interactive session with live Question and Answers and exercises
- £395 + VAT

