

A top-down view of a desk with a white marble pattern. On the left, a laptop is open, showing a presentation slide with a green top half and a pink bottom half. The green part has the text "We make you stand out!" in white cursive. The pink part has "CREATIVE CAMPAIGNS" in white uppercase and "Presentations are tools." in smaller white text. Below that, "SEARCH" and "ols." are visible. A hand is on a mouse. In the center, a pair of black-rimmed glasses lies on the desk. To the right, a silver mesh pen holder contains several pens. In the bottom right, a cork desk organizer holds more pens. A blue banner at the bottom contains the text "IESP SAN JUAN BOSCO".

# OFIMÁTICA Y HERRAMIENTAS DIGITALES - PLAN DE ESTUDIOS:

1. Windows (1 mes)
2. Word (1 mes)
3. Power Point – Prezzi (1 mes)
4. Excel (2 meses)
5. Herramientas digitales (1 mes)
  - Google Chrome - Drive - Zoom - Classroom - Canva - Jamboard

**IESP SAN JUAN BOSCO**