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About the course Microsoft OneNote online for beginners

Microsoft OneNote online course, in this course you will learn how to harness the full potential of this versatile note-taking application to organize, collaborate, and enhance your productivity. We will start by exploring the OneNote Online interface, including how to create and manage notebooks, sections, and pages. Youâ€™ll learn to insert and format text, images, audio recordings, and other multimedia elements to create comprehensive and interactive notes. The course will cover collaboration features, such as sharing notebooks with others, co-authoring in real-time, and integrating OneNote with other Microsoft Office apps like Outlook and Teams. Additionally, you will discover how to use tags, templates, and the search function to keep your notes organized and easily accessible. Weâ€™ll also delve into advanced features such as using OneNote for digital handwriting, drawing, and converting handwritten notes to text. By the end of this course, you will be proficient in using Microsoft OneNote Online to manage your notes efficiently and collaborate effectively with others, making it an indispensable tool for both personal and professional use.

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Course Lesson(7)

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Lesson 2 : **Google Keep Tutorial Online Notes**

Lesson 3 : **Google Docs Tutorial**

Lesson 4 : **Nearpod Collaborate Board Tutorial**

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business@mindluster.com