

MICROSOFT OFFICE SUITE

ACCOUNTING SOFTWARE

DESIGN & GRAPHICS SOFTWARE

DATABASE SOFTWARE

LEGAL/MEDICAL/ACCOUNTING

TERMINOLOGY

INTERNET/EMAIL KNOWLEDGE



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Temporary Solutions
offers computer skills testing to state agencies. We can test employees anywhere in the state on all the latest computer software packages as well as other skills. Test scores can be emailed immediately.

Let us ensure that your applicants and staff have the computer skills needed for the job.



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TEMPORARY SOLUTIONS

Applicant Skills Assessment

Computer Testing



AVAILABLE ASSESSMENTS

On-Demand Testing of Employees & Candidates for State Agencies



- | | | |
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| Accounting Clerk | FileMaker Pro | Microsoft Excel – Standard & Comprehensive |
| Accounting General Principles | Financial Analysis | Microsoft Internet Explorer |
| Accounting/Payroll – Standard & Comprehensive | Financial Math | Microsoft Office |
| Accounting Terminology | Financial Planning | Microsoft Outlook |
| Accounts Payable/Receivable | Financial Statements | Microsoft PowerPoint – Standard & Comprehensive |
| Administrative Support Skills | FreeHand | Microsoft Windows |
| Adobe Dreamweaver | General Ledgers | Microsoft Word – Standard & Comprehensive |
| Adobe Flash | Inventory | Peachtree |
| Adobe FrameMaker | Investment Terms | Proofreading |
| Adobe Illustrator | Legal Clerical Skills | Quattro Pro |
| Adobe InDesign | Legal Concepts | QuickBooks |
| Adobe PageMaker | Legal Research & Court Systems | Quicken |
| Adobe Photoshop | Legal Terminology | Reading Comprehension |
| Anatomical Systems | Lotus | Receptionist Skills |
| Auditing | Macintosh Operating Systems | Safari |
| Billing | Medical Abbreviations | Spelling |
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| Customer Service Concepts | Medical Records | |

For all full list of tests or more information:

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