

FUNDAMENTALS ONLINE COURSES



**350+ COURSES
TO CHOOSE FROM!**

**24/7 ACCESS
ANYTIME, ANYWHERE!**

**FLEXIBLE
MONTHLY START DATES!**

COMPLETE YOUR COURSES ANYTIME ANYWHERE!

Our fundamentals online courses are informative, fun, convenient, and highly interactive.

We focus on creating warm, supportive communities for our learners. New course sessions begin monthly.

Visit our website to view start dates for the courses that interest you.

Instructor-Facilitated

6-week format

Flexible Pace

Affordable

Student Friendly

Effective

Welcome

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.

Most courses run for six weeks (with a ten-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any of these courses entirely from your home or office and at any time of the day or night.

Start Dates:

New course sessions begin each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.



Learn from the comfort of home!

- 24-Hour Access
- Discussion Areas
- 6 Week Format

Our online courses are informative, fun, convenient, affordable, and highly interactive. We focus on creating supportive communities for our learners. New course sessions begin monthly.

Complete any of these courses entirely from your home or office and at any time of the day or night.

POPULAR ONLINE COURSES

Accounting Fundamentals

Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.

Introduction to SQL

Gain a solid working knowledge of the most powerful and widely used database programming language.

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

Speed Spanish

Learn shortcuts to help you engage in conversational Spanish, as you build your language skills and develop fluency.

Grammar Refresher

Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills.

Beginning Writer's Workshop

Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.

Effective Business Writing

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

A to Z Grant Writing

Learn how to research and develop relationships with potential funding sources, organize grant writing campaigns, and prepare proposals.

Introduction to Microsoft Excel

Become proficient in using Microsoft Excel and discover how to create worksheets, workbooks, charts, and graphs quickly and efficiently.

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

Intermediate Microsoft Excel

Take your Microsoft Excel skills to the next level as you master charts, graphs, PivotTables, Slicers, Sparklines, AutoFilter, macros, and other advanced Excel functions.

Creating WordPress Websites

Discover how to easily create blogs and websites with WordPress, the world's most popular Web publisher.

Human Anatomy and Physiology

Learn the basic characteristics of the four main types of tissues, the general and special senses, cellular metabolism, body chemistry, and significant events in the life span, from fertilization through old age.

SAT/ACT Prep Course

Master the reading, writing, English, and science questions on the ACT and new SAT.

Explore a Career in Medical Coding

Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Medical Terminology:

A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Visit our website for more courses and view start dates for the courses that interest you!

ONLINE COURSE CATEGORY TABLE OF CONTENTS

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ARTS AND DESIGN

- | | |
|--|---|
| Creating WordPress Websites | Introduction to Photoshop CC |
| Designing Effective Websites | Introduction to Photoshop CS5 |
| Discover Digital Photography | Introduction to Photoshop CS6 |
| Drawing for the Absolute Beginner | Mastering Your Digital SLR Camera |
| How to Get Started in Game Development | Music Made Easy |
| Intermediate Dreamweaver CS6 | Photographing Nature with Your Digital Camera |
| Intermediate InDesign CC | Photographing People With Your Digital Camera |
| Intermediate Photoshop CC | Photoshop CC for the Digital Photographer |
| Intermediate Photoshop CS5 | Photoshop CC for the Digital Photographer II |
| Intermediate Photoshop CS6 | Photoshop Elements 12 for the Digital Photographer |
| Intermediate WordPress Websites | Photoshop Elements 12 for the Digital Photographer II |
| Introduction to Digital Scrapbooking | Photoshop Elements 13 for the Digital Photographer |
| Introduction to Dreamweaver CS6 | Photoshop Elements 13 for the Digital Photographer II |
| Introduction to Guitar | Secrets of Better Photography |
| Introduction to Illustrator CS6 | Travel Photography for the Digital Photographer |
| Introduction to InDesign CC | |
| Introduction to InDesign CS6 | |
| Introduction to Interior Design | |
| Introduction to Lightroom 5 | |
| Introduction to Lightroom CC | |

Adobe Online Course Value Suite



**3 ONLINE COURSES
for
1 DISCOUNTED PRICE**

Each course within the Value Suite will introduce you to the features and functionality of Adobe's latest creative software.

Introduction to InDesign CS6

Learn how to use Adobe InDesign CS6 to design professional-quality letterheads, brochures, eBooks, and more.

Introduction to Illustrator CS6

Learn to design and draw vector art, work with shape gradients, and manipulate color images.

Introduction to Photoshop CS6

Learn how to use Photoshop CS6 to edit photos and create original images.

Enroll Today and Save!

BUSINESS

A to Z Grant Writing	Fundamentals of Supervision and Management II	Marketing Your Nonprofit
A to Z Grant Writing II -Beyond the Basics	Get Assertive!	Mastering Public Speaking
Accounting Fundamentals	Get Grants!	Mastery of Business Fundamentals
Accounting Fundamentals II	Growing Plants for Fun and Profit	Nonprofit Fundraising Essentials
Achieving Success with Difficult People	High Performance Organization	Personal Finance
Achieving Top Search Engine Positions	High Speed Project Management	Professional Sales Skills
Administrative Assistant Applications	Individual Excellence	Project Management Applications
Administrative Assistant Fundamentals	Interpersonal Communication	Project Management Fundamentals
Advanced Grant Proposal Writing	Introduction to Business Analysis	Project Management Fundamentals II
Becoming a Grant Writing Consultant	Introduction to Google Analytics	Purchasing Fundamentals
Building Teams That Work	Introduction to Nonprofit Management	Pursuing Professional Development
Business and Marketing Writing	Introduction to Stock Options	Real Estate Investing
Business Finance for Non-Finance Personnel	Keys to Effective Communication	Resume Writing Workshop
Computer Skills for the Workplace	Keys to Successful Money Management	Six Sigma: Total Quality Applications
Creating a Successful Business Plan	Leadership	Skills for Making Great Decisions
Distribution and Logistics Management	Learn to Buy and Sell on eBay	Small Business Marketing on a Shoestring
Effective Business Writing	Listen to Your Heart, and Success Will Follow	Start and Operate Your Own Home-Based Business
Effective Selling	Managing Customer Service	Start Your Own Arts and Crafts Business
Fundamentals of Supervision and Management	Marketing Your Business on the Internet	Start Your Own Edible Garden

PROJECT MANAGEMENT COURSES

PMI approved courses for professional development in project management!



Visit our website to learn more!

PMP Certification Prep 1

Begin a well-paying career as a project manager by preparing to take—and pass—the PMP® certification exam.

PMP Certification Prep 2

Prepare to take—and pass—the Project Management Institute's PMP® certification exam.

High Speed Project Management

Learn to deal with the realities of managing projects at supersonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.

Leadership

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

Project Management Applications

Experienced project manager teaches you tricks of the project management trade.

Marketing Your Nonprofit	Mastering Public Speaking	Mastery of Business Fundamentals
Nonprofit Fundraising Essentials	Personal Finance	Professional Sales Skills
Personal Finance	Project Management Applications	Project Management Fundamentals
Professional Sales Skills	Project Management Fundamentals II	Project Management Fundamentals II
Project Management Applications	Purchasing Fundamentals	Purchasing Fundamentals
Project Management Fundamentals	Pursuing Professional Development	Pursuing Professional Development
Project Management Fundamentals II	Real Estate Investing	Real Estate Investing
Purchasing Fundamentals	Resume Writing Workshop	Resume Writing Workshop
Pursuing Professional Development	Six Sigma: Total Quality Applications	Six Sigma: Total Quality Applications
Real Estate Investing	Skills for Making Great Decisions	Skills for Making Great Decisions
Resume Writing Workshop	Small Business Marketing on a Shoestring	Small Business Marketing on a Shoestring
Six Sigma: Total Quality Applications	Start and Operate Your Own Home-Based Business	Start and Operate Your Own Home-Based Business
Skills for Making Great Decisions	Start Your Own Arts and Crafts Business	Start Your Own Arts and Crafts Business
Small Business Marketing on a Shoestring	Start Your Own Edible Garden	Start Your Own Edible Garden
Start and Operate Your Own Home-Based Business	Start Your Own Gift Basket Business	Start Your Own Gift Basket Business
Start Your Own Arts and Crafts Business	Start Your Own Online Business	Start Your Own Online Business
Start Your Own Edible Garden	Start Your Own Small Business	Start Your Own Small Business
Start Your Own Gift Basket Business	Starting a Consulting Practice	Starting a Consulting Practice
Start Your Own Online Business	Starting a Nonprofit	Starting a Nonprofit
Start Your Own Small Business	Stocks, Bonds, and Investing: Oh, My!	Stocks, Bonds, and Investing: Oh, My!
Starting a Consulting Practice	Supply Chain Management Fundamentals	Supply Chain Management Fundamentals
Starting a Nonprofit	Talent and Performance Management	Talent and Performance Management
Stocks, Bonds, and Investing: Oh, My!	The Analysis and Valuation of Stocks	The Analysis and Valuation of Stocks
Supply Chain Management Fundamentals	Total Quality Fundamentals	Total Quality Fundamentals
Talent and Performance Management	Twelve Steps to a Successful Job Search	Twelve Steps to a Successful Job Search
The Analysis and Valuation of Stocks	Understanding the Human Resources Function	Understanding the Human Resources Function
Total Quality Fundamentals	Using Social Media in Business	Using Social Media in Business
Twelve Steps to a Successful Job Search	Where Does All My Money Go?	Where Does All My Money Go?
Understanding the Human Resources Function	Writing Effective Grant Proposals	Writing Effective Grant Proposals
Using Social Media in Business	Advanced Microsoft Excel 2007	Advanced Microsoft Excel 2007
Where Does All My Money Go?	Advanced Microsoft Excel 2010	Advanced Microsoft Excel 2010

Instructor-Facilitated

6-week format

Flexible Pace

Affordable

Student Friendly

Effective

ONLINE SHORT COURSES

COMPUTER APPLICATIONS

- Advanced Microsoft Excel 2013
- Advanced Microsoft Excel 2016
- Intermediate Microsoft Access 2010
- Intermediate Microsoft Access 2013
- Intermediate Microsoft Access 2016
- Intermediate Microsoft Excel 2007
- Intermediate Microsoft Excel 2010
- Intermediate Microsoft Excel 2013
- Intermediate Microsoft Excel 2016
- Intermediate Microsoft Word 2007
- Intermediate Microsoft Word 2010
- Intermediate Microsoft Word 2013
- Intermediate Microsoft Word 2016
- Intermediate Oracle
- Intermediate QuickBooks 2013
- Intermediate QuickBooks 2014
- Intermediate QuickBooks 2015
- Intermediate QuickBooks 2016
- Intermediate QuickBooks 2017
- Introduction to Adobe Acrobat X
- Introduction to Crystal Reports
- Introduction to Microsoft Access 2010
- Introduction to Microsoft Access 2013
- Introduction to Microsoft Access 2016
- Introduction to Microsoft Excel 2007
- Introduction to Microsoft Excel 2010
- Introduction to Microsoft Excel 2013
- Introduction to Microsoft Excel 2016
- Introduction to Microsoft Outlook 2010
- Introduction to Microsoft Outlook 2013
- Introduction to Microsoft PowerPoint 2010
- Introduction to Microsoft PowerPoint 2013
- Introduction to Microsoft PowerPoint 2016
- Introduction to Microsoft Project 2010
- Introduction to Microsoft Project 2013
- Introduction to Microsoft Project 2016
- Introduction to Microsoft Publisher 2010
- Introduction to Microsoft Publisher 2013
- Introduction to Microsoft Word 2007
- Introduction to Microsoft Word 2010
- Introduction to Microsoft Word 2013
- Introduction to Microsoft Word 2016
- Introduction to Oracle
- Introduction to PC Troubleshooting
- Introduction to QuickBooks 2013
- Introduction to QuickBooks 2014
- Introduction to QuickBooks 2015
- Introduction to QuickBooks 2016
- Introduction to QuickBooks 2017
- Introduction to QuickBooks Online
- Introduction to Windows 10
- Introduction to Windows 8
- Keyboarding
- Microsoft Excel - Pivot Tables
- Performing Payroll in QuickBooks 2013
- Performing Payroll in QuickBooks 2014
- Performing Payroll in QuickBooks 2015
- QuickBooks 2013 for Contractors
- QuickBooks 2015 for Contractors
- QuickBooks for Contractors 2014
- What's New in Microsoft Office 2013

Microsoft Office Online Courses



Learn Microsoft Office in Six Weeks From Home!

Intro to Microsoft Word 2016

Learn to use the basic features of Word 2016 (now available through Office 365) to type, edit, format, spell check, and print professional-looking documents, letters, and reports.

Intro to Microsoft Excel 2016

Learn to use basic, intermediate, and advanced features of Microsoft Excel.

Intro to Microsoft PowerPoint 2016

Learn how to use Microsoft PowerPoint 2016 (now available through Office 365) to create professional-looking presentations using slide and layout masters that make global changes in a snap.

Intro to Microsoft Access 2016

Learn to build, edit, and maintain a database in Microsoft Access 2016, complete with tables, reports, forms, macros, and queries to give you fast access to all your important information.

Intro to Microsoft Outlook 2016

Learn how to organize, edit, manage, and report data using Microsoft Access 2016.

Intro to Windows 10

Learn to use this powerful new operating system, including how to customize your desktop, manage files and folders, and navigate the Web with the new Microsoft Edge browser..

[Visit our Website to find more courses!](#)

Keyboarding



Learn how to touch-type or improve your existing typing skills using Keyboarding Pro 5.

There's Still Time to Enroll:

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Blogging and Podcasting for Beginners



Learn how to create your very own blog and add a podcast too using the tools that you already have available on your computer.

There's Still Time to Enroll

Web Design Value Suite

This series of courses take you through the art of building web pages to coding in JavaScript, CSS3 and HTML5. You'll learn to plan content and structure including formatting text, building links, adding color, including graphics and tables, and developing areas of interactivity.



Creating Web Pages

If you've always wanted to learn how to create your own website, this course is for you! Create and post your very own Web site on the Internet using HTML in this extensive, hands-on, six week workshop. Learn about the capabilities of the web and the fundamentals of web design.

Introduction to CSS3 and HTML5

In this course, you will learn how to create state-of-the-art websites using modern CSS3 and HTML5 techniques! Take your existing HTML skills to the next level and start building sites like the pros.

Introduction to JavaScript

This programming language lets you add interactivity to your pages by creating features such as buttons, picture carousels, and collapsible panels to your Web pages. The course begins with the basics of JavaScript code and then moves on to more advanced topics.

24/7 Access • All classes start new every month • Certificate of completion • 6-week format • Average 24 work hours • Discussion boards • Mobile accessible



Enroll or view all our online courses at:

ONLINE LEARNING

Instructor-Facilitated

6-week format

Flexible Pace

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Effective

ONLINE SHORT COURSES

HEALTH AND FITNESS

- | | | |
|---|---|--|
| Become a Physical Therapy Aide | Certificate in Violence Prevention and Awareness | Helping Elderly Parents |
| Become a Veterinary Assistant | Certificate in Womens Health Issues | HIPAA Compliance |
| Become a Veterinary Assistant II: Canine Reproduction | Explore a Career as a Pharmacy Technician | Introduction to Natural Health and Healing |
| Become a Veterinary Assistant III: Practical Skills | Explore a Career as an Administrative Medical Assistant | Lose Weight and Keep It Off |
| Become an Optical Assistant | Explore a Career in Medical Coding | Luscious, Low-Fat, Lightning-Quick Meals |
| Certificate in Brain Health | Explore a Career in Medical Transcription | Marriage and Relationships: Keys to Success |
| Certificate in Complementary and Integrative Health | Explore a Career in Medical Writing | Medical Math |
| Certificate in End of Life Care | Explore a Career in Nursing | Medical Terminology II: A Focus on Human Disease |
| Certificate in Energy Medicine | Genealogy Basics | Medical Terminology: A Word Association Approach |
| Certificate in Food, Nutrition, and Health | Handling Medical Emergencies | Spanish for Medical Professionals |
| Certificate in Gerontology | Happy and Healthy Pregnancy | Spanish for Medical Professionals II |
- SAVE!**

Explore a Career in Healthcare ONLINE COURSE SUITE



**3 ONLINE COURSES
for
1 DISCOUNTED PRICE**
- If you're considering a career in healthcare, this group of online courses will introduce you to three different opportunities within the industry.
- Explore a Career in Medical Coding**
Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.
- Explore a Career as an Administrative Medical Assistant**
Learn all about the in-demand career of medical information management as you explore the job of an administrative medical assistant (AMA) in a doctor's office—from appointment scheduling and chart creation to medical billing and coding.
- Explore a Career in Medical Transcription**
Learn how to transcribe the medical reports most often used in healthcare today, and discover how to get started and advance as a medical transcriptionist.
- Enroll Today and Save!**

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ONLINE SHORT COURSES

HOSPITALITY

Secrets of the Caterer
Start a Pet Sitting Business
Wow, What a Great Event!

INFORMATION TECHNOLOGY

Advanced PC Security
CompTIA Security+ Certification Prep 1
CompTIA Security+ Certification Prep 2
Intermediate Networking
Introduction to Networking
Introduction to PC Security
Understanding the Cloud
Wireless Networking

Introduction to Networking



Learn the fundamentals of networking and prepare for a career in a new and fast-growing field.

There's Still Time to Enroll

LANGUAGE

Beginning Conversational French
Content-Based Instruction for Language Learners
Conversational Japanese
Discover Sign Language
Easy English 1
Easy English 2
Easy English 3
Get Funny!
Grammar for ESL
Instant Italian
Making the Most of Learner Dictionaries (American Edition)
Making the Most of Learner Dictionaries (British Edition)
Spanish for Law Enforcement
Spanish for Medical Professionals
Spanish in the Classroom
Speed Spanish
Speed Spanish II
Speed Spanish III

Speed Spanish



Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in Spanish in no time.

There's Still Time to Enroll

LEGAL

Employment Law Fundamentals
Explore a Career as a Paralegal
Introduction to Criminal Law
Legal Nurse Consulting
Real Estate Law
Workers' Compensation

MATH AND SCIENCE

Human Anatomy and Physiology
Human Anatomy and Physiology II
Introduction to Algebra
Introduction to Biology
Introduction to Chemistry
Introduction to Statistics
Math Refresher

Introduction to Statistics



Improve your understanding of data and learn how to develop graphs and charts so you can use this information to make better decisions.

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Suites and Series Bundles

[LEARN FROM HOME](#)


- 6 Week Format
- 24-Hour Access
- Discussion Areas
- Monthly start sessions
- Expert Instructor

These bundles allow you to take multiple courses at a discounted price while gaining an in-depth understanding of the subject area. Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners and offer new.

SAVE!

SUITE BUNDLES

Accounting with Excel Suite	Health and Well-Being Bundle	Presentation Skills Suite
Administrative Assistant Suite	Health Care Entrepreneurship Bundle	Project Management Suite
Adobe Value Suite	Healthy Living Suite	Reading Strategies Suite
Aging and Health Bundle	Healthy Relationships Suite	Real Estate Suite
Animal Lover Suite	Leadership Suite	Sales Training Suite
Basic Computer Skills Suite	Medical Office Basics Suite	Self-Improvement Suite
Computer Networking Suite	Microsoft Office 2016 Value Suite	Small Business Suite
Creative Writing Value Suite	Mind-Body Therapies Bundle	Soft Skills Suite
Digital Marketing Suite	New Career Suite	Stock Trading Suite
Easy English Bundle	New Manager Suite	Supply Chain Suite
Entrepreneurship Suite	Nonprofit Management and Grant Writing Suite	Web Design Value Suite
Event Planning Suite	Nonprofit Suite	Women's Health Bundle
Explore a Career in Healthcare Suite	Nutrition and Health Bundle	Workplace Law Essentials Value Suite
Financial Analyst Suite	Pain Management and End of Life Bundle	Writing and Editing Value Suite
Global Health and Healing Bundle	Photography Suite	
Grant Writing Suite		

SERIES BUNDLES

A to Z Grant Writing Series	Medical Spanish Series	QuickBooks 2016 Series
Accounting Fundamentals Series	Medical Terminology Series	QuickBooks 2017 Series
C# Programming Series	Microsoft Access 2016 Series	SAT/ACT Prep Series
Creating WordPress Websites Series	Microsoft Excel 2016 Series	Speed Spanish Series
Educator's Fundamentals Series	Microsoft Word 2016 Series	SQL Series
Grammar Refresher Series	Oracle Series	Supervision and Management Series
GRE Prep Series	PHP and MySQL Series	Teaching ESL Series
HTML and CSS Series	Project Management Fundamentals Series	Veterinary Assistant Series
Human Physiology Series	Project Management Professional (PMP) Prep Series	Visual Basic Series
Java Programming Series		

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TEACHER PROFESSIONAL DEVELOPMENT

An Introduction to Corpora in English Language Teaching	Language Learning Technologies for K-12 Teachers	Teaching Students With Autism: Strategies for Success
An Introduction to Language Assessment in the K-12 Classroom	Merrill Ream Speed Reading	Teaching Students With Learning Disabilities
An Introduction to Task-based Teaching	Microsoft PowerPoint 2013 in the Classroom	Teaching Writing: Grades 4-6
An Introduction to Teaching English to Young Learners	Practical Ideas for the Adult ESL/EFL Classroom	Teaching Writing: Grades K-3
An Introduction to Teaching ESL/EFL	Ready, Set, Read!	The Creative Classroom
Assessing Language Ability in Young Adults and Adults	Response to Intervention: Reading Strategies That Work	The Differentiated Instruction and Response to Intervention Connection
Common Core Standards for English Language Arts K-5	Singapore Math Strategies: Advanced Model Drawing for Grades 6-9	Understanding Adolescents
Communicative Teaching for the ESL/EFL Classroom	Singapore Math Strategies: Model Drawing for Grades 1-6	Using the Internet in the Classroom
Content Literacy: Grades 6-12	Singapore Math: Number Sense and Computational Strategies	
Creating a Classroom Website	Solving Classroom Discipline Problems	
Creating Classroom Centers	Solving Classroom Discipline Problems II	
Creating the Inclusive Classroom: Strategies for Success	Spanish in the Classroom	
Developing ESL/EFL Listening Comprehension	Survival Kit for New Teachers	
Differentiated Instruction in the Classroom	Teaching Adult Learners	
Differentiating K-12 Assessments	Teaching High School Students	
Empowering Students With Disabilities	Teaching Lexically	
Enhancing Language Development in Childhood	Teaching Math: Grades 4-6	
Guided Reading and Writing: Strategies for Maximum Student Achievement	Teaching Preschool: A Year of Inspiring Lessons	
Guided Reading: Strategies for the Differentiated Classroom	Teaching Science: Grades 4-6	
Homeschool With Success	Teaching Smarter With SMART Boards	
Integrating Technology in the Classroom	Teaching Students With ADHD	

TEST PREP

Advanced CompTIA A+ Certification Prep	LSAT Preparation - Part 2	Write and Publish Your Nonfiction Book
Basic CompTIA A+ Certification Prep	Praxis Core Preparation	Write Effective Web Content
CompTIA Network+ Certification Prep	Prepare for the GED Math Test	Write Fiction Like a Pro
GMAT Preparation	Prepare for the GED Test	Write Your Life Story
GRE Preparation - Part 1 (Verbal and Analytical)	Project Management Professional (PMP) Prep I	Writeriffic: Creativity Training for Writers
GRE Preparation - Part 2 (Quantitative)	Project Management Professional (PMP) Prep II	Writing Essentials
Intermediate CompTIA A+ Certification Prep	SAT/ACT Prep Course - Part 1	Writing for Children
LPI Linux Essentials Exam Prep	SAT/ACT Prep Course - Part 2	Writing for ESL
LSAT Preparation - Part 1		Writing the Fantasy Novel
		Writing Young Adult Fiction

Instructor-Facilitated**6-week format****Flexible Pace****Affordable****Student Friendly****Effective**

ONLINE COURSE CATALOG

COMPLETE YOUR COURSES ANYTIME ANYWHERE!