# Transcend STEM Education

# ONLINE COURSES

Fundamentals Courses:

**www.transcendstem.org**

Advanced Career Training:

**www.transcendstem.org**

January 2025

2404-1537-2501

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# FUNDAMENTALS COURSES

Gain new personal and professional skills with **FUNDAMENTALS COURSES**. These are a 6-week format with weekly lessons averaging 24 work hours, and you get to learn with a cohort taking the course at the same time as you.

## ARTS AND DESIGN

Adobe Premiere Pro Training

Creating Web Pages

Creating WordPress Websites

Designing Effective Websites

Drawing for the Absolute Beginner

How to Get Started in Game Development

Intermediate Skills:
Digital Painting with Photoshop

Intermediate Skills:
Photoshop Masking and Selection

Intermediate WordPress Websites

Introduction to Digital Scrapbooking

Introduction to Guitar

Introduction to InDesign CC

Introduction to Interior Design

Introduction to Lightroom Classic CC

Introduction to Photoshop CC

Mastering Your SLR or Mirrorless Camera

Music Made Easy

Photographing Nature
With Your Digital Camera

Photographing People
With Your Digital Camera

Photoshop CC
for the Digital Photographer

Photoshop Elements
for the Digital Photographer

Photoshop Elements
for the Digital Photographer II

Secrets of Better Photography

UI/UX Design

## BUSINESS

A to Z Grant Writing II - Beyond the Basics

Accounting Fundamentals

Accounting Fundamentals II

Achieving Success with Difficult People

Achieving Top Search Engine Positions

Administrative Assistant Applications

Administrative Assistant Fundamentals

Advanced Grant Proposal Writing

Becoming a Grant Writing Consultant

Blogging and Podcasting for Beginners

Building Teams That Work

Business and Marketing Writing

Business Budgeting for Beginners

Business Finance for
Non-Finance Personnel

Collaborative Problem Solving

Computer Skills for the Workplace

Creating a Successful Business Plan

Distribution and Logistics Management

Diversity Training
for Employees and Managers

Effective Business Writing

Effective Selling

Fundamentals of Supervision
and Management

Fundamentals of Supervision
and Management II

Get Assertive!

Get Grants!

Goal Setting and Workplace
Efficiency Training

Growing Plants for Fun and Profit

Growing Your Business
with Digital Marketing

High Performance Organization

High Speed Project Management

Individual Excellence

Interpersonal Communication

Introduction to Business Analysis

Introduction to Nonprofit Management

Introduction to Stock Options

Keys to Effective Communication

Keys to Successful Money Management

Leadership

Learn to Buy and Sell on eBay

Listen to Your Heart, and Success Will Follow

Managing Customer Service

Managing Remote Teams

Marketing Your Nonprofit

Mastering Public Speaking

Mastery of Business Fundamentals

Nonprofit Fundraising Essentials

Personal Finance

Professional Sales Skills

Project Management Applications

Project Management Fundamentals

Project Management Fundamentals II

Project Management Professional (PMP®) Prep

Purchasing Fundamentals

Real Estate Investing

Resume Writing Workshop

Six Sigma: Total Quality Applications

Skills for Making Great Decisions

Small Business Marketing on a Shoestring

Start and Operate Your Own Home-Based Business

Start Your Own Arts and Crafts Business

Start Your Own Edible Garden

Start Your Own Gift Basket Business

Start Your Own Online Business

Start Your Own Small Business

Starting a Consulting Practice

Starting a Nonprofit

Stocks, Bonds, and Investing: Oh, My!

Supply Chain Management Fundamentals

Talent and Performance Management

The Analysis and Valuation of Stocks

Total Quality Fundamentals

Twelve Steps to a Successful Job Search

Understanding the Human Resources Function

Using Social Media in Business

Where Does All My Money Go?

Winning RFP Responses

Writing Effective Grant Proposals

## COMPUTER APPLICATIONS

Advanced Microsoft Excel 2016

Advanced Microsoft Excel 2019

Getting Started With Google Workspace

Intermediate Microsoft Access 2016

Intermediate Microsoft Excel 2016

Intermediate Microsoft Excel 2019

Intermediate Microsoft Word 2016

Intermediate Microsoft Word 2019

Intermediate QuickBooks Online

Introduction to Microsoft Access 2016

Introduction to Microsoft Access 2019

Introduction to Microsoft Excel 2016

Introduction to Microsoft Excel 2019

Introduction to Microsoft Outlook 2019

Introduction to Microsoft PowerPoint 2016

Introduction to Microsoft PowerPoint 2019

Introduction to Microsoft Project 2019

Introduction to Microsoft Word 2016

Introduction to Microsoft Word 2019

Introduction to PC Troubleshooting

Introduction to Windows 10

Keyboarding

Microsoft Access Series

Microsoft Excel - Pivot Tables

## COMPUTER SCIENCE

Advanced PHP Database Integration

Advanced Web Pages

Blockchain Fundamentals

Creating Mobile Apps with HTML5

Intermediate Java Programming

Intermediate PHP and MySQL

Intermediate SQL

Intermediate Visual Basic

Introduction to Artificial Intelligence

Introduction to C# Programming

Introduction to C++ Programming

Introduction to CSS3 and HTML5

Introduction to Java Programming

Introduction to JavaScript

Introduction to Machine Learning

Introduction to MySQL for PHP Developers

Introduction to PHP

Introduction to Programming

Introduction to Python 2.5 Programming

Introduction to Python 3 Programming

Introduction to SQL

Introduction to Visual Basic

Introduction to XML

## CONSTRUCTION AND TRADES

Manufacturing Applications

Manufacturing Fundamentals

## HEALTH AND WELLNESS

Anxiety Disorders: An Integrative Approach

Aromatherapy: The Healing Power of Scent

Certificate in Brain Health

Certificate in Complementary and Integrative Health

Certificate in End of Life Care

Certificate in Energy Medicine

Certificate in Food, Nutrition, and Health

Certificate in Gerontology

Certificate in Global Healing Systems

Certificate in Healing Environments for Body, Mind, and Spirit

Certificate in Healthy Aging

Certificate in Holistic and Integrative Health

Certificate in Holistic and Integrative Health: Foundations 1

Certificate in Holistic and Integrative Health: Foundations 2

Certificate in Holistic and Integrative Health: Foundations 3

Certificate in Infectious Diseases and Infection Control

Certificate in Integrative Behavioral Health

Certificate in Legal and Ethical Issues in Healthcare

Certificate in Medical Cannabis

Certificate in Meditation

Certificate in Mindful Relationships

Certificate in Mindfulness

Certificate in Music Therapy and Sound Healing

Certificate in Nutrition, Chronic Disease, and Health Promotion

Certificate in Pain Assessment and Management

Certificate in Perinatal Issues

Certificate in Spirituality, Health, and Healing

Certificate in Starting Your Own Business in Health and Healing

Certificate in Stress Management

Certificate in Violence Prevention and Awareness

Certificate in Wellness and the Environment

Certificate in Women's Health Issues

Depression: An Integrative Approach

Energy Healing

Explore a Career as a Pharmacy Technician

Food and Mood: What's the Connection?

Genealogy Basics

Holistic Stress Management

Introduction to Natural Health and Healing

Lose Weight and Keep It Off

Luscious, Low-Fat, Lightning-Quick Meals

Mindfulness Meditation

Music Therapy and Sound Healing

Nutrition, Stress, and Immune Function

Wire Your Brain for Happiness

## HEALTHCARE AND MEDICAL

Become a Physical Therapy Aide

Become an Optical Assistant

Introduction to the Medical Laboratory

Explore a Career as a Clinical Medical Assistant

Explore a Career as an Administrative Medical Assistant

Explore a Career in Medical Coding

Explore a Career in Medical Transcription

Explore a Career in Medical Writing

Explore a Career in Nursing

Medical Math

Medical Terminology II: A Focus on Human Disease

Medical Terminology: A Word Association Approach

Handling Medical Emergencies

HIPAA Compliance

Spanish for Medical Professionals

Spanish for Medical Professionals II

## HOSPITALITY

Secrets of the Caterer

Start a Pet Sitting Business

## INFORMATION TECHNOLOGY

Intermediate Networking

Introduction to Networking

Introduction to PC Security

Understanding the Cloud

Wireless Networking

## LANGUAGE

Beginning Conversational French

Conversational Japanese

Discover Sign Language

Discover Sign Language II

Get Funny!

Grammar for ESL

Instant Italian

Spanish for Law Enforcement

Spanish in the Classroom

Speed Spanish

Speed Spanish II

Speed Spanish III

Writing for ESL

## LAW AND LEGAL

Administrative Law

Bankruptcy Law

Business Entity Formation

Civil Litigation

Constitutional Law

Contracts

Contracts for Business Owners

Corporate Document Drafting

Employment Law Fundamentals

Explore a Career as a Paralegal

Introduction to Business Law (Transactions)

Introduction to Criminal Law

Law Office Management

Legal Aspects of Contracts

Legal Nurse Consultant

Legal Terminology

Legal Research

Legal Writing

Probate Law and Estate Planning

Real Estate Law

Torts

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

## TEACHING AND EDUCATION

A Guide to Bloom's Taxonomy and Cognitive Thinking

A Guide to Webb's DOK: Understanding Rigor

Aligning Homework to Instruction

An Introduction to Logical Fallacies

Asociado de Desarrollo Infantil para Estudiantes de Inglés (Español)

Assessment Tools to Support Online Learning

Behavior Contract Design

Behavior Strategies for Improved Testing Performance

Building Effective Writing Prompts for All Students

Building Reading and Writing Fluency

Checking for Understanding in Elementary Math

Choosing the Right Assessments for Your Students

Claim-Evidence Reasoning (CER) in the Science Classroom

Classroom Management Processes

Collaborative Learning in the Classroom

Counseling for College Prep

Creating a Classroom Website

Creating a Structured Classroom for Students with Autism

Creating Classroom Centers

Creating the Inclusive Classroom: Strategies for Success

Differentiated Instruction in the Classroom

Differentiating K-12 Assessments

Educating Diverse Student Populations in Your Classroom

Empowering Students With Disabilities

Enhancing Language Development in Childhood

Explicit Instruction in Elementary Reading

Expository Writing and Embedded Grammar Instruction

Flipped Learning in the Classroom

Fostering Divergent Thinking for Student Creativity

Grouping English Language Learners

Growth Mindset in the Gifted Classroom

Guided Reading and Writing: Strategies for Maximum Student Achievement

Guided Reading: Strategies for the Differentiated Classroom

Inquiry-Based Teaching and Learning

Inspire Family Engagement with Positive Communication

Instructional Strategies and Learning Activities

Instructionally-Aligned Field Trips

Integrating Technology with Blended Learning

Integrating Technology in the Classroom

Introduction to Response to Intervention (RTI)

Introduction to Active Monitoring and Data Collection

Introduction to Classroom Documentation

Introduction to Online Learning

Literacy Stations for PreK-2nd Grade

Maintaining and Improving Professionalism on Campus

Maintaining Appropriate Teacher-Student Boundaries

Making the Most of Your Limited Planning Time

Math Stations for PreK-2nd Grade

Measuring Growth in Writing Using Rubrics

Memorization Using the Memory Palace Technique

Peer Tutoring for English Language Learners

Planning for Differentiation in Every Classroom

Practical Action Research in the Classroom

Productive Methods of Struggle for Students

Professionalism Through Positive Personality

Project-Based Learning

Ready, Set, Read!

Recitation Through Rote Memorization of Text

Response to Intervention: Reading Strategies That Work

Retrieval Practice for Understanding Math

Simple ELL Vocabulary Strategies

Simple Ideas to Promote Student Engagement

Social-Emotional Support for Gifted Students

Solving Classroom Discipline Problems

Solving Classroom Discipline Problems II

Strategies and Tools for Co-Teaching

Strategies to Check for Understanding

Student-Led Classroom Management

Supporting Reading Instruction for K-5 Students

Survival Kit for New Teachers

Teaching Adult Learners

Teaching Effective Problem-Based Lab Reports

Teaching High School Students

Teaching Math: Grades 4-6

Teaching Methods for Solving Word Problems

Teaching Preschool: A Year of Inspiring Lessons

Teaching Proper Text Annotations and Evidence

Teaching Science: Grades 4-6

Teaching Smarter With SMART Boards

Teaching Students With Learning Disabilities

Teaching Students With ADHD

Teaching Students With Autism: Strategies for Success

Teaching the Notecard System

Teaching Writing: Grades 4-6

Teaching Writing: Grades K-3

The Creative Classroom

The Differentiated Instruction and Response to Intervention Connection

The Gradual Release of Responsibility Model

The Science Poster for the GT Student

Transforming Traditional Lessons to Online Learning

Trauma-Informed Teaching Strategies for Grades 6-12

Trauma-Informed Teaching Strategies for PreK-5th Grade

Understanding Adolescents

Understanding and Supporting Students with ADHD

Understanding and Supporting Students with Dyslexia

Understanding Students at Risk of Dropping Out

Universal Design for Learning (UDL) Principles

Using Graphic Organizers with Bloom's Taxonomy

Using the Internet in the Classroom

Writing Effective Learning Objectives

Writing Support for English Language Learners

## TEST PREPARATION

CompTIA A+ Certification Prep 1: Hardware

CompTIA A+ Certification Prep 2: Software

CompTIA A+ Certification Prep 3: Network/Security

Praxis Core Preparation

Prepare for the GED® Math Test

Prepare for the GED® Math Test

Prepare for the GED® Test

Prepare for the GED® Test

## VETERINARY

Become a Veterinary Assistant

Become a Veterinary Assistant II: Canine Reproduction

Become a Veterinary Assistant III: Practical Skills

Veterinary Medical Terminology

## WRITING AND EDITING

A to Z Grant Writing

Advanced Fiction Writing

Beginning Writer's Workshop

Fundamentals of Technical Writing

Grammar Refresher

Grammar Refresher II

How to Make Money From Your Writing

Introduction to Journaling

Introduction to Screenwriting

Mystery Writing

Research Methods for Writers

Romance Writing

The Craft of Magazine Writing

The Keys to Effective Editing

Travel Writing

Write and Publish Your Nonfiction Book

Write Effective Web Content

Write Fiction Like a Pro

Writeriffic: Creativity Training for Writers

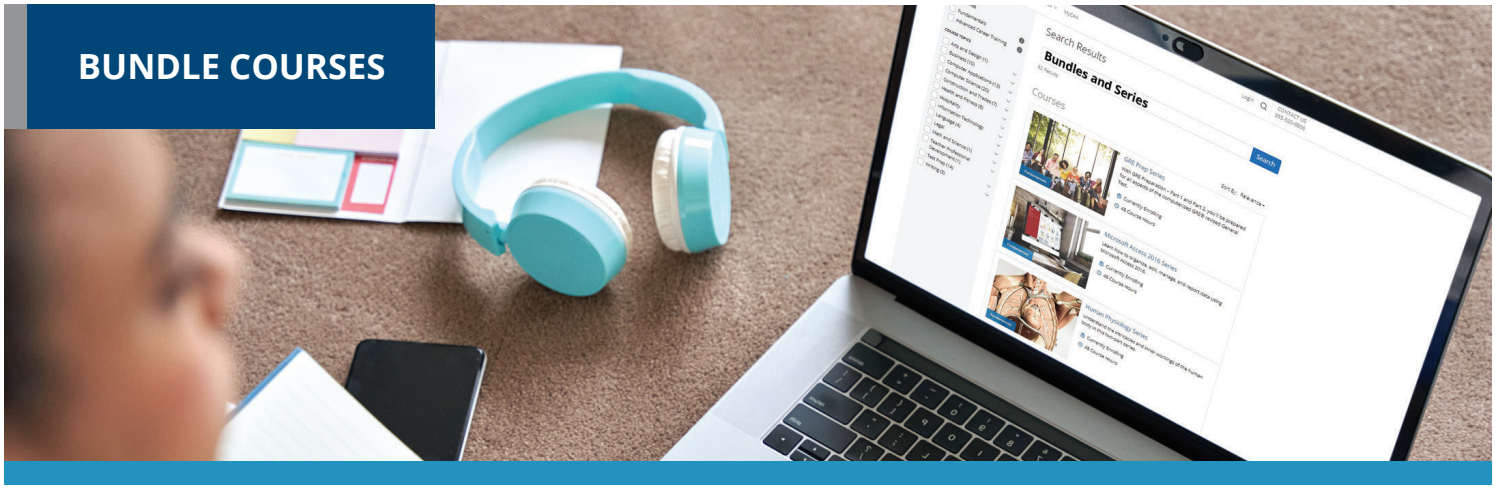
Writing Essentials

Writing for Children

Writing the Fantasy Novel

Writing Young Adult Fiction

# BUNDLE COURSES




**BUNDLE COURSES** allow you to take multiple instructor-moderated courses consecutively at a discounted price. They help you gain an in-depth understanding of the subject area.

## ARTS AND DESIGN

- Creating WordPress Websites Series
- Photography Suite
- Web Design Value Suite

## BUSINESS

- A to Z Grant Writing Series
- Accounting Fundamentals Series
- Accounting with QuickBooks Online Suite
- Administrative Assistant Suite
- Basic Computer Skills Suite
- Digital Marketing Suite
- Entrepreneurship Suite
- Financial Analyst Suite
- Financial Planning Suite
- Google and Small Business Management Suite
- Grant Writing Suite
- Human Resource Management Suite
- Leadership Suite
- Managing Remote Teams
- New Career Suite
- New Manager Suite
- Nonprofit Management and Grant Writing Suite
- Nonprofit Suite
- Online Marketing Communications Suite
- Presentation Skills Suite
- Project Management Fundamentals Series
- Project Management Suite
- Real Estate Suite
- Sales Training Suite
- Self-Improvement Suite
- Small Business Suite
- Soft Skills Suite
- Stock Trading Suite
- Supervision and Management Series
- Supervisor Suite
- Supply Chain Suite
- Written Communication for Business Suite

## COMPUTER APPLICATIONS

- Accounting with Microsoft Excel 2016 Suite
- Accounting with Microsoft Excel 2019 Suite
- Microsoft Access 2016 Series
- Microsoft Access 2019 Series
- Microsoft Excel 2016 Series
- Microsoft Excel 2019 and Statistics Suite
- Microsoft Excel 2019 Value Suite
- Microsoft Excel and Access 2019 Suite
- Microsoft Excel and Project 2019 Suite
- Microsoft Office 2016 Value Suite
- Microsoft Office 2019 Value Suite
- Microsoft Word 2016 Series
- Microsoft Word 2019 Series
- QuickBooks Online Series

## COMPUTER SCIENCE

- Artificial Intelligence and Machine Learning Suite
- Java Developer Suite
- Java Programming Series
- SQL Series
- Visual Basic Series

## HEALTH AND FITNESS

- Aging and Health Bundle
- Global Health and Healing Bundle
- Health Care Entrepreneurship Bundle
- Health and Well-Being Bundle

Healthy Living Suite

Mind-Body Therapies Bundle

NASM Certified Personal Trainer + Home Gym Design + Virtual Coaching Specialization Bundle

NASM Certified Personal Trainer + Sports Nutrition Coach + Youth Exercise Specialization Bundle

NASM Certified Personal Trainer and Senior Fitness Specialization Bundle

NASM Certified Personal Trainer and Women's Fitness Specialization Bundle

NASM Corrective Exercise Specialist and Senior Fitness Specialization Bundle

NASM Weight Loss Coach and Women's Fitness Specialization Bundle

Nutrition and Health Bundle

Pain Management and End of Life Bundle

Women's Health Bundle

## HEALTHCARE AND MEDICAL

Explore a Career in Healthcare Suite

Health Care Entrepreneurship Bundle

Medical Office Basics Suite

Medical Secretary Suite

Medical Spanish Series

Medical Terminology Series

Medical Writer Suite

## INFORMATION TECHNOLOGY

Computer Networking Suite

## LANGUAGE

Speed Spanish Series

## LAW AND LEGAL

Introduction to Law Suite

Law Enforcement Suite

Workplace Law Essentials Value Suite

## MATH AND SCIENCE

Human Physiology Series

## TEACHING AND EDUCATION

Classroom Technology Suite

Educator's Fundamentals Series

Reading Strategies Suite

## TEST PREPARATION

CompTIA A+ Certification Prep Series

Prepare for GED Test Series

TEAS Prep Series

## VETERINARY

Animal Lovers Suite

Veterinary Assistant Series

## WRITING AND EDITING

Creative Writing Value Suite

Explore Fiction Writing Genres Suite

Explore Non-Fiction Writing Suite

Grammar Refresher Series

Technical Writing Suite

Writing and Editing Value Suite

Writing Fiction Series

# SELF-GUIDED COURSES

**SELF-GUIDED** courses are taught by industry experts and deliver specific skills and knowledge that help to advance personal or professional development. Start a course at any time and get access to all lessons immediately. You'll have three-month course access for flexible learning around your schedule.

## ARTS AND DESIGN

- Adobe Animate CC Training
- Adobe Illustrator CC
- Advanced Web Pages
- Color Theory
- Creating Web Pages
- Creating WordPress Websites
- Designing Effective Websites
- Discover Digital Photography
- How to Get Started in Game Development
- Interior Design Basics
- Instructional Design Training
- Intermediate WordPress Websites
- Introduction to InDesign CC
- Introduction to Photoshop CC
- Managing Web Design Projects
- Mastering Your Digital SLR or Mirrorless Camera
- Music Made Easy
- Photographing Nature With Your Digital Camera
- Photographing People With Your Digital Camera
- Photoshop CC for the Digital Photographer
- Photoshop CC for the Digital Photographer II
- Secrets of Better Photography
- Typography
- UI/UX Design

## BUSINESS

- A to Z Grant Writing
- A to Z Grant Writing II - Beyond the Basics
- Accounting Fundamentals
- Accounting Fundamentals II
- Achieving Success with Difficult People
- Administrative Assistant Applications
- Administrative Assistant Fundamentals
- Blogging and Podcasting for Beginners
- Building Teams That Work
- Business and Marketing Writing
- Business Budgeting for Beginners
- Business Finance for Non-Finance Personnel
- Collaborative Problem Solving
- Computer Skills for the Workplace
- Creating a Successful Business Plan
- Customer Service Training
- Distribution and Logistics Management
- Diversity Training for Employees and Managers
- Effective Selling
- Efficiency Training
- Fundamentals of Supervision and Management
- Fundamentals of Supervision and Management II
- Get Assertive!
- Goal Setting and Workplace Efficiency Training
- Growing Plants for Fun and Profit
- Growing Your Business with Digital Marketing
- High Performance Organization
- High Speed Project Management
- Individual Excellence
- Intermediate QuickBooks 2018
- Introduction to Business Analysis
- Introduction to Interior Design
- Introduction to Nonprofit Management
- Introduction to QuickBooks Online

Leadership
Learn to Buy and Sell on eBay
Listen to Your Heart, and Success Will Follow
Managing Customer Service
Marketing Your Nonprofit
Mastering Public Speaking
Mastery of Business Fundamentals
Nonprofit Fundraising Essentials
Organizational Development and Change
Persuasive Communication
Productivity and Benchmarking
Professional Sales Skills
Project Management Fundamentals
Project Management Fundamentals II
Project Management Professional (PMP®) Prep
Purchasing Fundamentals
Six Sigma: Total Quality Applications
Small Business Marketing on a Shoestring
Start and Operate Your Own Home-Based Business
Start Your Own Edible Garden
Start Your Own Online Business
Start Your Own Small Business
Supply Chain Management Fundamentals
Talent and Performance Management
Total Quality Fundamentals
Understanding the Human Resources Function
Using Social Media in Business
Winning RFP Responses
Writing Effective Grant Proposals

## COMPUTER APPLICATIONS

Advanced Microsoft Excel 2016
Advanced Microsoft Excel 2019
Intermediate Microsoft Access 2016
Intermediate Microsoft Excel 2016
Intermediate Microsoft Excel 2019
Intermediate Microsoft Word 2016
Intermediate Microsoft Word 2019
Intermediate QuickBooks Online
Introduction to Microsoft Access 2016
Introduction to Microsoft Access 2019
Introduction to Microsoft Excel 2016
Introduction to Microsoft Excel 2019
Introduction to Microsoft Outlook 2019
Introduction to Microsoft PowerPoint 2016
Introduction to Microsoft PowerPoint 2019
Introduction to Microsoft Project 2019
Introduction to Microsoft Word 2016
Introduction to Microsoft Word 2019
Introduction to PC Troubleshooting
Introduction to SharePoint 2019
Introduction to Windows 10
Introduction to Windows 11
Keyboarding
Master VLOOKUP in Microsoft Excel
Microsoft Access Series
Microsoft Excel - Pivot Tables

## COMPUTER SCIENCE

Advanced JavaScript Concepts
Advanced Python
Blockchain Fundamentals
Creating Mobile Apps with HTML5
Django Training for Python Developers
Intermediate C# Programming
Intermediate Java Programming
Intermediate SQL
Intermediate Visual Basic
Introduction to Artificial Intelligence
Introduction to Bootstrap Training
Introduction to C# Programming
Introduction to C++ Programming
Introduction to CSS3 and HTML5
Introduction to Creating, Styling, and Validating Forms
Introduction to Java Programming
Introduction to JavaScript
Introduction to jQuery
Introduction to Machine Learning
Introduction to Programming
Introduction to Python 2.5 Programming
Introduction to Python 3 Programming
Introduction to SQL
Introduction to Visual Basic
Introduction to Vue.js Training
Introduction to XML
Oracle PL/SQL Training
Oracle SQL Training
Python Data Analysis with JupyterLab
React Training
Sass Training
Things Every Developer Should Know

## CONSTRUCTIONS AND TRADES

Manufacturing Applications
Manufacturing Fundamentals

## HEALTH AND WELLNESS

Certificate in Brain Health
Certificate in Complementary and Integrative Health
Certificate in End of Life Care
Certificate in Energy Medicine
Certificate in Food, Nutrition, and Health
Certificate in Gerontology
Certificate in Global Healing Systems
Certificate in Healing Environments for Body, Mind, and Spirit
Certificate in Healthy Aging
Certificate in Holistic and Integrative Health
Certificate in Infectious Diseases and Infection Control

Certificate in Integrative Behavioral Health

Certificate in Legal and Ethical Issues in Healthcare

Certificate in Meditation

Certificate in Mindful Relationships

Certificate in Mindfulness

Certificate in Nutrition, Chronic Disease, and Health Promotion

Certificate in Pain Assessment and Management

Certificate in Perinatal Issues

Certificate in Starting Your Own Business in Health and Healing

Certificate in Stress Management

Certificate in Violence Prevention and Awareness

Certificate in Women's Health Issues

Genealogy Basics

Lose Weight and Keep It Off

## HEALTHCARE AND MEDICAL

Become a Physical Therapy Aide

Explore a Career as a Clinical Medical Assistant

Explore a Career as an Administrative Medical Assistant

Explore a Career in Medical Coding

Explore a Career in Medical Transcription

Explore a Career in Medical Writing

Explore a Career in Nursing

Grammar and Writing Skills for the Health Professional

Handling Medical Emergencies

HIPAA Compliance

Human Anatomy and Physiology

Human Anatomy and Physiology II

Introduction to the Medical Laboratory

Is a Career in Allied Health Right for Me?

Legal Nurse Consultant

Medical Assistant

Medical Math

Medical Terminology II: A Focus on Human Disease

Medical Terminology: A Word Association Approach

Spanish For Medical Professionals

Spanish for Medical Professionals II

## HOSPITALITY

Secrets of the Caterer

Start a Pet Sitting Business

## INFORMATION TECHNOLOGY

Intermediate Networking

Introduction to Cybersecurity

Introduction to Networking

Introduction to PC Security

Understanding the Cloud

Wireless Networking

## LANGUAGE

Beginning Conversational French

Conversational Japanese

Discover Sign Language

Discover Sign Language II

Get Funny!

Instant Italian

Spanish for Law Enforcement

Speed Spanish

Speed Spanish II

Speed Spanish III

Writing for ESL

## LAW AND LEGAL

Administrative Law

Bankruptcy Law

Business Entity Formation

Civil Litigation

Civil Procedure

Constitutional Law

Contracts

Contracts for Business Owners

Corporate Document Drafting

Employment Law Fundamentals

Introduction to Business Law (Transactions)

Introduction to Criminal Law

Law Office Management

Legal Aspects of Contracts

Legal Research

Legal Terminology

Legal Writing

Probate Law and Estate Planning

Real Estate Law

Torts

Transactional Drafting

Workers' Compensation

## TEACHING AND EDUCATION

AI for Students: Ensuring Appropriate and Effective Use

AI for Teachers: Increasing Productivity and Improving Instruction

Taking Brain Breaks During Rigorous Classwork

Creating a Classroom Website

Creating Classroom Centers

Creating the Inclusive Classroom: Strategies for Success

Differentiated Instruction in the Classroom

Empowering Students With Disabilities

Guided Reading and Writing: Strategies for Maximum Student Achievement

Guided Reading: Strategies for the Differentiated Classroom

Homeschool With Success

Integrating Technology in the Classroom

Introduction to Algebra

Merrill Ream Speed Reading

Model Drawing for Grades 1-6

Move To Learn: Incorporating Movement in the Classroom

Praxis Core Preparation

Providing Actionable Feedback to Students

Reading Strategies That Work

Ready, Set, Read!

Response to Intervention:

Solving Classroom Discipline Problems

Solving Classroom Discipline Problems II

Spanish in the Classroom

Supporting Reading Instruction for Middle School Learners

Survival Kit for New Teachers

Teaching Adult Learners

Teaching Math: Grades 4-6

Teaching Preschool: A Year of Inspiring Lessons

Teaching Science: Grades 4-6

Teaching Smarter With SMART Boards

Teaching Students With ADHD

Teaching Students With Autism: Strategies for Success

Teaching Students With Learning Disabilities

Teaching Writing: Grades 4-6

Teaching Writing: Grades K-3

The Creative Classroom

Understanding Adolescents

Using the Internet in the Classroom

## TEST PREPARATION

Grammar Refresher

Grammar Refresher II

Math Refresher

Prepare for the GED® Math Test

Prepare for the GED® Test

TEAS Prep 1

TEAS Prep 2

## VETERINARY

Become a Veterinary Assistant

Become a Veterinary Assistant II: Canine Reproduction

Become a Veterinary Assistant III: Practical Skills

Veterinary Medical Terminology

## WRITING AND EDITING

Fundamentals of Technical Writing

How to Make Money From Your Writing

Introduction to Journaling

Introduction to Screenwriting

Research Methods for Writers

The Craft of Magazine Writing

The Keys to Effective Editing

Write and Publish Your Nonfiction Book

Write Fiction Like a Pro

Writeriffic: Creativity Training for Writers

Writing the Fantasy Novel

Write Your Life Story

# ADVANCED CAREER TRAINING

**ADVANCED CAREER TRAINING** courses prepare you for a new career or delivers in-demand job skills. Many courses are aligned to prepare you to sit for nationally-recognized certification exams. Start course at any time and learn from experts in the field. The courses come with Student Advisors to help you navigate and complete the course. Many courses include a voucher to take the certification exam as part of the overall cost. Courses range from 3 to 18 months and our admissions team can help enroll you into appropriate courses. Financial workforce or military assistance may be available.

## ARTS AND DESIGN

- Adobe Certified Professional in Video Design (Vouchers Included)
- Adobe Certified Professional in Visual Design (Vouchers Included)
- Certified Residential Interior Designer
- Digital Arts Certificate
- Digital Game Artist Certificate
- Graphic Design with Photoshop (Software Included)
- Marketing Design Certificate
- Multimedia Arts Certificate

## BUSINESS

- Accounts Payable Manager Certification (Exam Cost Included)
- Accounts Payable Specialist Certification (Exam Cost Included)
- Accounts Payable Specialist Certification with Microsoft Excel (Voucher Included)
- Advertising and Outreach Specialist
- Agile Analyst Certification (AAC) Prep (Voucher Included)
- Business Coach
- Business Operations Specialist
- Career Counselor
- Career Counselor and Life Coach
- Certificate in Product Ownership Analysis (CPOA) Prep (Voucher Included)
- Certification of Capability in Business Analysis (CCBA) Prep Course
- Certified Administrative Professional (Voucher Included)
- Certified Administrative Professional with Microsoft Office Specialist (MOS) Associate (Vouchers Included)
- Certified Administrative Professional with Microsoft Office Specialist (MOS) Expert (Vouchers Included)
- Certified Bookkeeper (Vouchers Included)
- Certified Bookkeeper with Microsoft Excel 2019 (Voucher Included)
- Certified Brand Strategist
- Certified Business Analysis Professional (CBAP) Prep Course
- Certified Business Data Analytics (CBDA) Prep (Voucher Included)
- Certified Credit Counselor (Exam Cost Included)
- Certified Credit Counselor and Certified Financial Health Counselor (Exam Cost Included)
- Certified E-Commerce Specialist
- Certified Financial Health Counselor (Exam Cost Included)
- Certified Internal Auditor
- Certified Internal Auditor with Microsoft Excel (Voucher Included)
- Certified Persuasive Copywriting
- Certified Six Sigma Black Belt
- Certified Six Sigma Green Belt
- Certified Six Sigma Green Belt and Black Belt
- Certified Social Media Manager
- Certified Supply Chain Professional (CSCP)

Certified Supply Chain Professional + Freight Broker/Agent Training

Certified Virtual Assistant

Chartered Tax Professional

Chartered Tax Professional for California Residents

Digital Marketing Strategist

Entrepreneurship: Start-Up and Business Owner Management (Voucher Included)

Entry Certificate in Business Analysis (ECBA) Prep (Voucher Included)

Executive Assistant (Voucher Included)

Executive Assistant with Microsoft Specialist (MOS) Associate (Vouchers Included)

Executive Assistant with Microsoft Specialist (MOS) Expert (Vouchers Included)

Financial and Career Coach (Exam Cost Included)

Freight Broker/Agent Training

Human Resources Manager

Human Resources Professional

Human Resources Professional with Payroll Practice and Management

Lean Six Sigma Black Belt (Exam Cost Included)

Lean Six Sigma Black Belt with 1-on-1 Project Coaching (Exam Cost Included)

Lean Six Sigma Green Belt (Exam Cost Included)

Lean Six Sigma Green Belt and Black Belt (Exam Cost Included)

Lean Six Sigma Green Belt with Black Belt with 1-on-1 Project Coaching (Exam Cost Included)

Lean Six Sigma Yellow Belt and Green Belt (Exam Cost Included)

Lean Training (Exam Cost Included)

Management Training

Mastering Project Management with PMP® Prep

Nonprofit Manager

Nonprofit Manager and Professional Grant Writing (Voucher Included)

Office Manager (Voucher Included)

Procure-to-Pay Manager (Exam Included)

Procure-to-Pay Specialist (Exam Included)

Payroll Manager

Payroll Practice and Management

Payroll Practice and Management with Microsoft Excel 2019 (Voucher Included)

Procurement and Purchasing Management

Professional Consulting Practice

Professional Grant Writing (Voucher Included)

Project Management Essentials with CAPM® Prep

Sales Manager

Sales Representative

Student Loan Counselor (Exam Cost Included)

The Complete Project Manager with CAPM® and PMP® Prep

## COMPUTER APPLICATIONS

Civil 3D Certification Training

Crystal Reports

Fundamentals of Blueprint Reading and Estimating

Intermediate Civil 3D Training

Microsoft Access Certification Training (Voucher Included)

Microsoft Excel Certification Training (Voucher Included)

Microsoft Office Specialist (MOS) Associate Certification Training (Vouchers Included)

Microsoft Office Specialist (MOS) Expert Certification Training (Voucher Included)

Microsoft Outlook Certification Training (Voucher Included)

Microsoft PowerPoint Certification Training (Voucher Included)

Microsoft SharePoint 365

Microsoft Word Certification Training (Voucher Included)

Professional Bookkeeping with QuickBooks Online (Voucher Included)

Professional Bookkeeping with QuickBooks with Payroll Practice and Management (Voucher Included)

Revit Architecture Professional

Revit Fundamentals

Revit MEP Professional

Revit Structure Professional

SketchUp Pro Fundamentals

## COMPUTER SCIENCE

C++ Programmer

Certified Java Developer (Voucher Included)

Front-End Web Developer

Full Stack Developer

Full Stack Software Developer

Java Developer + Python Developer

JavaScript Developer

Oracle SQL and PL/SQL + Python Developer + Java Developer

Oracle SQL and PL/SQL Developer

Oracle SQL and PL/SQL + Python Developer + Java Developer

Video Game Design and Development

Web Design Professional

## CONSTRUCTION AND TRADES

Biofuel Production Operations

Certified Additive Manufacturing-Fundamentals (CAM-F) (Voucher Included)

Certified Additive Manufacturing-Technician (CAM-T) (Voucher Included)

Certified Electrical and Electronics Technician

Certified Electrical and Electronics Technician (Tools Included)

Certified Manufacturing Associate (CMfgA) (Voucher Included)

Certified Manufacturing Engineer (CMfgE) (Voucher Included)

Certifled Manufacturing Technologist (CMfgT) (Voucher Included)

Chemical Plant Operations

CNC Machinist

CNC Machinist with VR Training (VR Headset Included)

Composites Technician

Die Setter

Electrical Technician (Tools Included)

Electric Vehicle Fundamentals (EVF (Voucher Included)

Engineering Technician

Engineering Technician with VR Training (VR Headset Included)

Foundations of Plumbing (Tools Included)

Home Inspection Certificate

HVAC/R Certified Technician (Voucher Included)

HVAC/R Certified Technician (Voucher and Tools Included)

HVAC/R Simulations for Field Technicians

HVAC/R Technician (Voucher and Tools Included)

Leadership in Energy and Environmental Design (LEED) (Exam Cost Included)

Maintenance Technician

Maintenance Technician (Tools Included)

Maintenance Technician with VR Training (VR Headset Included)

Manual Machinist

Mechatronics

NABCEP Certification - PV Associate (Exam Cost Included)

NABCEP Certification - PV Design Specialist

NABCEP Certification - PV Installation Professional

Natural Gas Plant Operations

Oil Refinery Operations

Passenger Bus Endorsement Theory Training (Exam Cost Included)

Power Plant Operations

Press Operator: Cold Stamping

Press Operator: Hot Stamping

Process Technician

Quality Inspector

Quality Inspector with VR Training (VR Headset Included)

Residential Electrician (Tools Included)

Robotics in Manufacturing Fundamentals (RMF) (Voucher Included)

Robotics Technician

School Bus Endorsement Theory Training (Exam Cost Included)

Solar Design Training

Solar Sales Training

Técnico HVAC/R (De Español a Inglés) (Incluye Cupón)

Técnico HVAC/R para Estudiantes de Inglés (Español)

Tool and Die Maker

Toolmaker

Welder Technician (Tools Included)

## HEALTH AND FITNESS

ACE Personal Trainer

ACE Personal Trainer with Fitness and Health Internship

ACSM Certified Exercise Physiologist

ACSM Certified Exercise Physiologist with Fitness and Health Internship

ACSM Personal Training

ACSM Personal Training with Fitness and Health Internship

Activity Director

AFAA Group Fitness Instructor (Voucher Included)

Certified Physical Therapy Aide (Voucher Included)

Certified Professional Life Coach

Fitness Business Management

NASM Certified Nutrition Coach (Exam Cost Included)

NASM Certified Nutrition Coach + Weight Loss Specialist (CNC, WLS) (Vouchers Included)

NASM Certified Personal Trainer + AFAA Group Fitness Instructor (Vouchers Included)

NASM Certified Personal Trainer + Corrective Exercise (Vouchers Included)

NASM Certified Personal Trainer + Performance Enhancement (Vouchers Included)

NASM Certified Personal Trainer and Exam Preparation (Voucher Included)

NASM Certified Personal Trainer (Spanish) (Voucher Included)

NASM Certified Sports Nutrition Coach (Exam Cost Included)

NASM Certified Weight Loss Coach (CPT, CNC, WLS) (Vouchers Included)

NASM Corrective Exercise Specialist (CES) (Exam Cost Included)

NASM Group Personal Training Specialization

NASM Home Gym Design Specialization

NASM Performance Enhancement Specialist (PES) (Exam Cost Included)

NASM Senior Fitness Specialization

NASM Virtual Coaching Specialization

NASM Weight Loss Specialist (WLS) (Voucher Included)

NASM Women's Fitness Specialization

NASM Youth Exercise Specialization

NCSF Certified Strength Coach (Voucher Included)

NCSF Sports Nutrition Specialist (Voucher Included)

Nutrition for Optimal Health, Wellness, and Sports

Peer Support Specialist

Social Service Assistant

## HEALTHCARE AND MEDICAL

Administrative Dental Assistant

Advanced Hospital Coding and CCS Prep (Voucher Included)

Advanced Medical Interpreter

Certified Clinical Medical Assistant (CCMA) (Voucher Included)

Certified Clinical Medical Assistant (CCMA) + Certified Electronic Health Records Specialist (CEHRS) (Vouchers Included)

Certified Clinical Medical Assistant for the Experienced CMAA (Voucher Included)

Certified EKG Technician (Voucher and Lab Included)

Certified EKG Technician (Voucher Included)

Certified Electronic Health Records Specialist (CEHRS)

Certified Electronic Health Records Specialist + Medical Terminology (Voucher Included)

Certified Health Unit Coordinator Certification Training (Voucher Included)

Certified Inpatient Coder (Voucher Included)

Certified Medical Administrative Assistant (CMAA) (Voucher Included)

Certified Medical Administrative Assistant (CMAA) + Medical Terminology (Voucher Included)

Certified Medical Administrative Assistant with Certified Electronic Health Records Specialist and Medical Terminology (Vouchers Included)

Certified Medical Administrative Assistant with Medical Billing and Coding (Vouchers Included)

Certified Medical Assistant for English Learners (Voucher Included)

Certified Nursing Assistant

Certified Outpatient Coder (Voucher Included)

Certified Pharmaceutical Sales Representative (Exam Cost Included)

Certified Phlebotomy Technician (Voucher + Lab Included)

Certified Professional Medical Auditor (Voucher Included)

Certified Risk Adjustment Coder (Voucher Included)

Clinical Dental Assistant (Vouchers Included)

Dental Office Manager

EKG Technician (Voucher Included)

Home Health Aide

ICD-10 Medical Coding

Medical Billing and Coding (Voucher Included)

Medical Billing Specialist with Electronic Health Records (Vouchers Included)

Medical Interpreter (Spanish/English)

Medical Office Manager (CPPM) (Vouchers Included)

Optical Manager

Optician Certification Training

Patient Access Representative (Vouchers Included)

Patient Care Technician (Voucher Included)

Patient Care Technician Certification for Spanish to English Learners (Exam Included)

Personal Care Aide

Pharmacy Technician (Voucher Included)

Professional Recovery Coach

Sterile Processing Technician (Voucher Included)

## HOSPITALITY

Ama de Casa Bilingüe

Basic Housekeeping

Catering Professional

Certified COVID Hospitality Compliance Officer (CHCO)

Certified Destination Wedding Planner

Certified Master Wedding and Event Planner

Certified Model Know How

Certified Wedding Planner

Corporate Event Planner

COVID Readiness for Servers and Waitstaff

Diseños Florales de Lujo

El Curso Especializado de Diseño de Bodas y Eventos de Preston Bailey

Event Management and Design

Executive Housekeeper

Fundamentos de Preston Bailey para el Diseño Floral

Hotel Management

Hotel Management with Executive Housekeeper

Household Manager

Household Manager with Executive Housekeeper

Master Event Design

Plan de Estudios del Curso de Certificación de Organización de Bodas y Eventos

Preston Bailey's Fundamentals of Floral Design

Preston Bailey's Intermediate Floral Design

Preston Bailey's Signature Wedding and Event Design

Restaurant Management

Travel Agent Training (Exam Cost Included)

Virtual Hybrid Event Planning

## INFORMATION TECHNOLOGY

AZ-104: Microsoft Azure Administrator (Voucher Included)

AZ-800: Administering Windows Server Hybrid Core Infrastructure (Voucher Included)

AZ-801: Configuring Windows Server Hybrid Advanced Services (Voucher Included)

AZ-900 and 104: Microsoft Azure Fundamentals and Administrator (Vouchers Included)

AZ-900 and 500: Microsoft Azure Fundamental and Security Technologies (Vouchers Included)

AZ-900: Microsoft Azure Fundamentals (Voucher Included)

Certified AWS Cloud Practitioner and Developer (Vouchers Included)

Certified AWS Cloud Practitioner and Solutions Architect (Vouchers Included)

Certified AWS Cloud Practitioner and SysOps Administrator (Vouchers Included)

Certified AWS Developer (Voucher Included)

Certified AWS Solutions Architect (Voucher Included)

Certified AWS SysOps Administrator (Voucher Included)

Certified Cloud Security Professional (CCSP)

Certified Ethical Hacker (Voucher Included)

Certified Information Systems Security Professional (CISSP)

Certified Kubernetes Administrator (CKA) (Voucher Included)

Certified Network Defender (CND) (Voucher Included)

Certified Penetration Testing Professional (CPENT) (Voucher Included)

Cisco CCNP Enterprise ENCOR and ENARSI (Vouchers Included)

Cisco CCNP Enterprise ENCOR and ENWLSI (Vouchers Included)

Cloud Engineer IT Professional Program (Vouchers Included)

CompTIA® A+ Certification Training (Vouchers Included)

CompTIA® Advanced Security Practitioner (CASP) (Voucher Included)

CompTIA® Certification Training: ITF+ and A+ (Vouchers Included)

CompTIA® Certification Training: Network+, Security+ (Vouchers Included)

CompTIA® CySA+ (Voucher Included)

CompTIA® Certification Training: A+, Network+, Security+ (Vouchers Included)

CompTIA® ITF+ Certification Training (Voucher Included)

CompTIA® Linux+ (Voucher Included)

CompTIA® Network+ Certification Training (Voucher Included)

CompTIA® PenTest+ (Voucher Included)

CompTIA® PenTest+ Training Boot Camp

CompTIA® Project+ Certification Training (Voucher Included)

CompTIA® Security+ Certification Training (Voucher Included)

Computer Hacking Forensics Investigator (CHFI) (Voucher Included)

IC3 Certification in Digital Literacy GS6 (Voucher Included)

ITIL4 Foundation (Voucher Included)

Linux Foundation Certified System Administrator (LFCS) (Voucher Included)

Management for IT Professionals

MD-102: Endpoint Administrator (Voucher Included)

MS-102: Microsoft 365 Administrator (Voucher Included)

SSCP Systems Security Certified Practitioner

VMware vSphere ICMv7.0 for the Real World

## IT BOOT CAMPS

AZ-104: Microsoft Azure Administrator Training Boot Camp (Voucher Included)

(ISC) CAP® Training Boot Camp

(ISC) CCSP® Training Boot Camp

(ISC) CISSP® Training Boot Camp

Cisco CCNA Associate and CyberOps Associate Training Boot Camp

Cloud Engineer Boot Camp (Vouchers Included)

CompTIA® A+ Training Boot Camp

CompTIA Advanced Security Practitioner (CASP+) Training Boot Camp

CompTIA® Cloud+ Training Boot Camp

CompTIA® CySA+ Training Boot Camp

CompTIA® Data+ Training Boot Camp

CompTIA® Network+ Training Boot Camp

CompTIA® Security+ Training Boot Camp

Cybersecurity Boot Camp

Data Analytics and Visualization Boot Camp

EC Council Certified Ethical Hacking (CEH) Training Boot Camp

Full Stack Web Development Boot Camp

ISACA CISA Training Boot Camp

Microsoft Azure Dual Certification Boot Camp

Software Engineering Boot Camp

## LANGUAGE

EnGen English Learning Pathways

Professional Interpreter

Professional Translator

## LAW AND LEGAL

Certificate in Family Mediation

Certificate in Healthcare and Eldercare

Certificate in Mediation and Restorative Justice

Certificate in Mediation and Arbitration

Certified Legal Secretary

Certified Paralegal (Voucher Included)

Court Interpreter (Spanish/English)

Digital Court Reporter

Digital Court Reporter with Legal Transcription

Federal Court Interpreter

Immigration Court Interpreter (Spanish/English)

Legal Terminology

Legal Transcriptionist

## TEACHER PROFESSIONAL DEVELOPMENT

120-Hour TEFL Certification

220-Hour Advanced TEFL Certification

Asociado de Desarrollo Infantil – Base central (De Español a Inglés)

Child Development Associate - Center Based (Voucher Included)

Child Development Professional
(Voucher Included)

Teacher's Aide with ParaPro Prep

## VETERINARY

Horse Care Management

Veterinary Assistant

Veterinary Assistant
with Horse Care Management

Veterinary Office Manager

## WRITING

Certified Technical Writer

Fiction Writer Course

Professional Editor Course

Technical Writing Manager