Don't just find a job...Start a Career!

Learn Online With Over 100 Programs!

LEARN FROM HOME!

Online Career Training Programs can start you on a path to an in-demand profession. You can begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a Certificate of Completion.

PROGRAMS ARE AVAILABLE IN THE FOLLOWING AREAS:

Healthcare and Fitness

Business and Professional
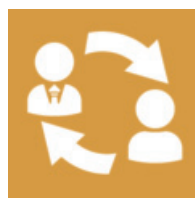
IT and Software Development

Management and Corporate

Media and Design

Hospitality and Service Industry

Skilled Trades and Industrial

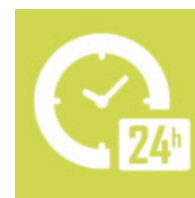Sustainable Energy and Going Green

Career Online High School

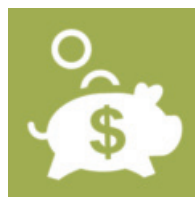**1-on-1 Instructor**
assistance from expert instructors

Externship
opportunities available for many programs

Flexible Schedule
study anytime, anywhere
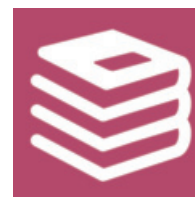Complete in 3-6 Months!

Affordable
Payment plans available

Books Included
All materials are included in cost

Certification
Most programs lead to industry certifications

REQUIREMENTS: must have Internet access, e-mail, Netscape Navigator or Microsoft Internet Explorer, and word processing software such as Microsoft Word. Some courses may have additional requirements.

Online Career Training Programs

BUSINESS AND PROFESSIONAL

Administrative Professional
120 Hours

The Administrative Professional program teaches the skills you need to become a successful administrative professional.

Administrative Professional with Microsoft Office 2007 Master
340 HRS

Start your career as an administrative professional with this online training program. You'll learn administrative skills, travel and event planning techniques, effective communication skills, and more. You'll also learn to master Microsoft Office 2007.

Administrative Professional with Microsoft Office 2010 Master
380 HRS

Get the training to become an administrative professional, and prepare to become a certified Microsoft Office 2010 Master at the same time.

Administrative Professional with Microsoft Office 2013 Master
445 HRS

The Administrative Professional with Microsoft Office 2013 Master program teaches the skills students need to become a successful administrative professional and prepares students to use Microsoft Office 2013 programs: Excel, Word, PowerPoint, and Outlook.

Administrative Professional with Microsoft Office 2016 Master
365 HRS

This program teaches the skills you need to become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office 2016 Master (Vouchers Included)
365 HRS

This program teaches the skills you need to become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office Specialist 2007 Training
480 HRS

Become a successful administrative professional by learning general office management, effective business communication, customer service skills, and more. This program also includes training on Microsoft Office 2007.

Administrative Professional with Microsoft Office Specialist 2010
460 HRS

Get the training to become an administrative professional, and prepare to become a certified Microsoft Office Specialist 2010 (MOS) at the same time.

Administrative Professional with Microsoft Office Specialist 2013
455 HRS

The Administrative Professional with Microsoft Office Specialist 2013 training program teaches the skills required to become a successful administrative professional and prepares students for the Microsoft Office Specialist Certification Exams 77-418, 77-425, and 77-426 (Word), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), 77-423 (Outlook), and 77-424 (Access).

Administrative Professional with Microsoft Office Specialist 2016
455 HRS

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.

Administrative Professional with Microsoft Office Specialist 2016 (Vouchers Included)
455 HRS

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.

Building Analyst Quick Start
60 HRS

This program will teach you about the principles of green buildings from insulation to indoor air quality as well as how to perform comprehensive building assessments.

Certified Bookkeeper
140 HRS

The Certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.

Certified Global Business Professional
160 HRS

The Certified Global Business Professional Online Training Program prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.

Certified Green Supply Chain Professional
60 HRS

Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Certified Indoor Air Quality Manager
16 HRS

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Indoor Environmentalist Prep
32 HRS

Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.

Certified Mediator and Arbitrator
200 HRS

The Certified Mediator and Arbitrator Program provides students with the skills and knowledge needed to practice mediation and arbitration in their current careers or private practices.

Certified Mediator and Conflict Resolution Specialist
200 HRS

The Certified Mediator and Conflict Resolution Specialist Program provides students with the skills and knowledge needed to practice mediation.

Certified Protection Officer
50 HRS

Master the skills you need to obtain certification as a Protection Officer, and prepare yourself for employment in this high-demand field.

Certified Residential Interior Designer
120 HRS

Prepare for a career as a residential interior designer by learning the basics of good design, getting familiar with design styles and movements, exploring the materials that interior designers use, and putting your knowledge to work as you create your own design concept for a family room.

Certified Wedding Planner
340 HRS

This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.

Chartered Tax Professional
180 HRS

Learn to prepare individual tax returns for almost all U.S. taxpayers! With this innovative program, you can start working and earning money while completing your program.

> "Being able to do the Administrative Professional course at home at my own pace was great! Being a stay at home mom of 3 kids, I really don't have time to fit in-classroom learning into my schedule."

Chartered Tax Professional for California Residents
200 HRS

With this innovative online California Chartered Tax Professional Certificate Program, you can become qualified as a California Tax Preparer through the California Tax Education Council (CTEC), and start working and earning money while completing your program.

Child Development Associate Training
120 HRS

With the certificate program in Childcare Education offered at Smart Horizons Career Online High School, you can pursue your Child Development Associate (CDA) certification and launch your career in childcare.

Child Development Associate Training Renewal
45 HRS

Fulfill your renewal requirement for Child Development Associate (CDA) certification as you work at your own pace in a flexible, self-directed online learning environment.

Entrepreneurship: Start-Up and Business Owner Management
360 HRS

This program covers everything from financing to leadership. You'll learn the keys to business planning, communication skills, marketing, and management. If you've ever thought about owning your own business, this program can help make that dream come true!

Event Management and Design
300 HRS

From planning to pyrotechnics, the Event Management and Design Online Training Program will teach you everything you need to know to create events that are truly special.

Fitness Business Management
200 HRS

Learn how to manage a personal training program, department, or facility as a strategic business with this innovative program.

Freight Broker/Agent Training
180 HRS

Prepare to enter the freight/logistics industry. This program will prepare you to start your own freight broker business or become a freight agent.

Grant Writing
300 HRS

Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.

Grant Writing + Non-Profit Management
600 HRS

In this program, you will learn how to write a grant proposal, how to supervise employees, as well as the liabilities that non-profits encounter.

Graphic Design with Photoshop
200 HRS

Students will develop graphic design skills while learning the gold standard in photo editing and design software.

Graphic Design with Photoshop, Software Included
200 HRS

Students will develop graphic design skills while learning the gold standard in photo editing and design software.

Help Desk Analyst: Tier 1 Support Specialist
120 HRS

Train for a challenging, rewarding career in technical support. This program will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

Human Resources Professional
120 HRS

Master the skills you need to gain an entry-level position in human resources and prepare to take the PHR (Professional in Human Resources) certification exam.

Lean Mastery
60 HRS

Eliminate waste from your business by learning and implementing the principles of lean business.

Legal Secretary
350 HRS

Master the skills you need to be a legal secretary and prepare for the National Association of Legal Professionals (NALS) Accredited Legal Secretary (ALS) exam.

Management for IT Professionals
390 HRS

Learn leadership skills that will help you succeed as a manager in the IT field.

Management Training
360 HRS

If you're thinking of starting a business or pursuing an MBA, learn the essentials here! The Management Training Online Program is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

Mastering Project Management with Microsoft Project 2010
130 HRS

In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth and prepare for the Project Management Professional (PMP) certification. You will also learn how to use Microsoft Project 2010 to assist you in project management.

Mastering Project Management with PMP Prep
70 HRS

This program takes you beyond the basics of project management. In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth.

Microsoft Access 2007
120 HRS

Master Microsoft Access 2007 software with this convenient online training program.

Microsoft Access 2010 Certification Training
120 HRS

The Microsoft Access 2010 course will prepare you to take your Microsoft Certification Exam and familiarize you with various tasks within Microsoft Access.

Microsoft Excel 2010 Certification Training
95 HRS

Build and validate your business computer skills using Microsoft Excel 2010 software with this comprehensive, performance-based certification preparation program.

Microsoft Excel 2013 Certification Training
70 HRS

The Microsoft Excel 2013 Certification Training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-420.

Microsoft Office 2010 Master Certification Training
300 HRS

Learn basic to advanced skills in Microsoft Word, Excel, PowerPoint and Outlook 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Office 2013 Master
245 HRS

The Microsoft Office 2013 Master training program prepares students for the Microsoft Office Specialist (MOS) Certification Exams 77-418, 77-425, and 77-426 (Word), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), and 77-423 (Outlook).

Microsoft Office Specialist 2010 (MOS) Certification Training
380 HRS

Participate in the Microsoft Office Specialist 2010 (MOS) Certification Training program to improve your level of knowledge with Microsoft Office functions in preparation for taking the Microsoft Certification Exam.

Microsoft Office Specialist 2016 (MOS) Certification Training
335 HRS

This program teaches the skills needed to prepare you to sit for the Microsoft Office Specialist 2016 Certification exams.

Microsoft Office Specialist 2016 (MOS) Certification Training (Voucher Included)
335 HRS

This program teaches the skills needed to prepare you to sit for the Microsoft Office Specialist 2016 Certification exams.

Microsoft Outlook 2007
40 HRS

Master Microsoft Outlook, including formatting e-mail, scheduling appointments, creating contacts and more. You'll prepare for certification as you learn the ins and outs of Outlook.

Microsoft Outlook 2010 Certification Training
45 HRS

Master the basic to advanced Microsoft Outlook 2010 skills you need to prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Outlook 2013 Certification Training
45 HRS

The Microsoft Outlook 2013 (MOS) training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-423.

Microsoft PowerPoint 2010 Certification Training
65 HRS

Learn basic to advanced skills in Microsoft PowerPoint 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft PowerPoint 2013 Certification Training
60 HRS

The Microsoft PowerPoint 2013 Certification Training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-422.

Microsoft Project 2010
60 HRS

This program combines knowledge of project management scheduling disciplines with the use of the Microsoft Project 2010 software.

Microsoft SharePoint 2010 Certification Training
82 HRS

This SharePoint 2010 training program prepares you to take the Microsoft Certification Exam 77-886 in order to achieve a certification as a Microsoft Office Specialist.

Microsoft Word 2010 Certification Training
95 HRS

Prepare for certification in Microsoft Word 2010 as you learn how to create, format, and secure professional and creative documents

Microsoft Word 2013 Certification Training
70 HRS

The Microsoft Word 2013 Certification training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-418.

Non-Profit Management
300 HRS

Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team, discover the essential aspects of fundraising, and become acquainted with the fundamentals of the budgeting process.

Nutrition for Optimal Health, Wellness, and Sports
200 HRS

Learn to develop individual nutrition programs for clients, patients, or personal use.

OMCA Content Marketing Associate (Voucher Included)
70 HRS

Learn the hottest role in digital marketing and prepare for the nationally recognized OMCA content marketing certification.

OMCA Conversion Optimization Associate (Voucher Included)
105 HRS

Become a valuable asset to your existing or future marketing team. Get conversion optimization training, and prepare for the OMCA certification exam.

OMCA Display Advertising Associate (Voucher Included)
60 HRS

Prepare for your OMCA display advertising certification to start or improve your digital marketing career.

OMCA Email Marketing Associate (Voucher Included)
70 HRS

Want to learn email marketing? Make the most of your company's email efforts and prepare for the OMCA certification exam.

OMCA Mobile Marketing Associate (Voucher Included)
105 HRS

Prepare for the nationally recognized OMCA mobile marketing certification to start or improve your career in digital marketing.

OMCA PPC Associate (Voucher Included)
110 HRS

Learn PPC marketing and how to bid on keywords that get your company noticed, all while preparing for the OMCA certification exam.

OMCA SEO Associate (Voucher Included)
110 HRS

Learn search optimization, one of the most talked about aspects of digital marketing. Train with industry experts and prepare for the OMCA certification exam.

OMCA Social Media Associate (Voucher Included)
110 HRS

Prepare for the nationally recognized OMCA social media marketing certification to start or improve your career in digital marketing.

OMCA Web Analytics Associate (Voucher Included)
145 HRS

Want to make sense of all your marketing data? Get web analytics training while simultaneously preparing for the OMCA certification exam.

OMCP Digital Analytics and Conversion Professional
200 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Digital Analytics and Conversion Professional (Voucher Included)
200 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Email Marketing and Automation Professional
150 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Email Marketing and Automation Professional (Voucher Included)
150 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Social and Mobile Marketing Professional
190 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Social and Mobile Marketing Professional (Voucher Included)
190 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

Paralegal
300 HRS

The Paralegal Online Training Program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more. Your training will prepare you to become a legal secretary or paralegal and to take the certification exam.

Paralegal (Voucher Included)
300 HRS

In this program you will prepare you to become a legal secretary or paralegal and to take the Certified Paralegal certification exam.

Pay Per Click Marketing
150 HRS

Pay-per-click marketing refers to a specific type of advertising where you pay a search engine every time a potential customer clicks on your ad. The program covers search-engine marketing, Internet advertising, using Google's AdWords program, keyword marketing, building ads, conducting research, and more.

Personal Training and Group Exercise Training for Older Adults
200 HRS

Gain the knowledge you need to develop safe and effective exercise programs for older adults.

Physical Therapy Aide
150 HRS

Master the skills you need to begin a career as a physical therapy aide.

Preston Bailey's Fundamentals of Floral Design
240 HRS

The Preston Bailey Floral Design course is an opportunity for students to learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert.

Preston Bailey's Intermediate Floral Design
240 HRS

From designing tabletops to creating floral sculptures and room transformations, Preston guides students through his design techniques and processes.

Preston Bailey's Signature Wedding Event Design
240 HRS

Preston Baileys Signature Wedding Event Design course allows students to experience the step-by-step processes and techniques utilized by one of the globe's leading wedding and event experts, industry pioneer Preston Bailey.

Principles of Green Buildings
30 HRS

The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently.

Professional Bookkeeping with QuickBooks 2012
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2012 software.

Professional Bookkeeping with QuickBooks 2013
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2013 software.

Professional Bookkeeping with QuickBooks 2015
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2015 software.

Professional Bookkeeping with QuickBooks 2015, Software Included
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2015 software.

Professional Interpreter
40 HRS

Master the skills and knowledge you need to begin a career as a professional interpreter.

> *"My facilitator was awesome. She always answered my questions in a timely manner, and she was also very helpful in anything that I did not understand. Any time that I called for support, I was able to get any questions answered immediately."*

OMCP Paid Search Professional
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Paid Search Professional (Voucher Included)
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Search Marketing Professional
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Search Marketing Professional (Voucher Included)
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

Payroll Practice and Management
100 HRS

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.

Payroll Practice and Management (Voucher Included)
100 HRS

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.

Performing Comprehensive Building Assessments
30 HRS

This program will give you a thorough understanding of the building assessment process, focusing on the skills you need to professionally conduct visual building inspections, perform diagnostic testing, determine improvement opportunities, and prepare a work scope that will guide the homeowners decision-making process for making the improvements.

Project Management Essentials with CAPM Prep
60 HRS

This program is designed for those who are new to project management and will provide you with a solid foundation of the most common terms and concepts you'll need and help you prepare for the Certified Associate In Project Management (CAPM) certification exam.

Purchasing and Supply Chain Management
300 HRS

Develop essential managerial skills, and learn how to effectively manage all aspects of the purchasing process, including procurement, distribution, supply chain management, and more, with the skills you'll learn in this online program.

Purchasing and Supply Chain Management + Freight Broker/Agent Training
480 HRS

In this online training program, you will learn the agility and precision needed to be successful within purchasing, logistics, and supply chain management professions.

Records Management Certificate
180 HRS

This comprehensive program will help you establish a successful records management program, including electronic, magnetic, and paper media.

Search Engine Marketing
250 HRS

Learn the essential components for understanding this unique and growing career field, including search engine optimization, pay-per-click marketing, and Web site copywriting.

Search Engine Optimization
150 HRS

The Search Engine Optimization Online Training Program will teach you how to increase a Web site's traffic by improving its rankings with search engines.

Senior Certified Sustainability Professional
110 HRS

Are you prepared for an exciting career as a leader in the green collar economy? The Senior Certified Sustainability Professional Online Training Program will prepare you to set the course and coordinate an enterprise's sustainability strategy.

Six Sigma Black Belt
200 HRS

The Six Sigma Black Belt Online Career Training Program provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, deployment, and project development approaches.

Six Sigma Green Belt
100 HRS

The Six Sigma Green Belt Online Training Program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction.

Start Your Own Business
200 HRS

This program is designed to take you from the idea of owning a business to the reality of owning a successful business.

Technical Writing
80 HRS

This program is designed for anyone who wishes to develop their technical writing abilities to a professional level. You'll learn research methods, audience considerations, style, drafting and revision techniques, how to work in a collaborative environment, and more.

The Complete Project Manager with CAPM and PMP Prep
130 HRS

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for todays project practitioners and prepare them for either the CAPM or PMP certifications.

The Complete Project Manager with Microsoft Project 2010
190 HRS

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for todays project practitioners and prepare them for either the CAPM or PMP certifications. You will also learn how to use Microsoft Project 2010 to assist you in project management.

Travel Agent Training
250 HRS

Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotels, or as a home-based agent, and get started in a career in the travel industry!

CAREER ONLINE HIGH SCHOOL

Child Development Associate Training
120 HRS

With the certificate program in Childcare Education offered at Smart Horizons Career Online High School, you can pursue your Child Development Associate (CDA) certification and launch your career in childcare.

High School Diploma With Certified Protection Officer Training
750 HRS

Earn your high school diploma and CPO certification as you prepare for a career as a security guard or protection officer.

High School Diploma With Commercial Driving Training
750 HRS

Earn your high school diploma as you prepare for a career in the high-demand field of transportation services.

High School Diploma With Child Care Training
750 HRS

Earn your high school diploma as you prepare for Child Development Associate (CDA) certification and a career in early childhood education.

High School Diploma with Food and Hospitality Training
750 HRS

The High School Diploma with Food and Hospitality Training Certificate Program prepares students for careers in food services, restaurants, and the hospitality industry, while they earn their high school diplomas.

High School Diploma With General Career Preparation
750 HRS

Earn your high school diploma and prepare to enter the job market as you master skills valued by today's employers.

High School Diploma With Homeland Security Training
750 HRS

Earn your high school diploma as you prepare for a career in the high-demand field of criminal justice and homeland security.

High School Diploma With Office Management Training
750 HRS

Earn your high school diploma online as you prepare for a career as an office manager, receptionist, data input specialist, or customer service representative.

High School Diploma with Retail Customer Service Skills Training
750 HRS

The High School Diploma with Retail Customer Service Skills Training Certificate Program prepares students with the skills and knowledge needed for successful careers in today's retail world, while they earn High School credits.

HEALTHCARE AND FITNESS

Administrative Dental Assistant
150 HRS

Learn how to perform the administrative tasks essential for managing the business aspects of a dental practice.

Administrative Medical Specialist with Certified Electronic Health Records Specialist + Medical Terminology
254 HRS

This program combines the Administrative Medical Specialist program with training in electronic health records and medical terminology to give you a competitive edge in the healthcare field.

Advanced Coding for the Physician's Office
100 HRS

Take the next step in your career and prepare for the Certified Procedural Coding national certification exam with the help of this online training program.

Advanced Hospital Coding and CCS Prep
80 HRS

This program will utilize your existing knowledge of medical terminology and healthcare sciences. Increase your coding skills and prepare to take the official certification exam to become a Certified Coding Specialist.

Advanced Personal Fitness Trainer
400 HRS

This advanced certificate program will further your personal training education by teaching you to incorporate specialized resistance training, functional movements, and nutritional programs for your clients.

CBCS Administrative Medical Specialist with Medical Billing and Coding (Vouchers Included)
400 HRS

This nationally recognized program combines the Administrative Medical Specialist program with training in medical billing and coding and medical terminology to give you a competitive edge in the healthcare field.

CBCS Medical Billing and Coding (Voucher Included)
340 HRS

This nationally recognized program combines the Medical Billing and Coding program with 60 HRS of medical terminology training to give you a competitive edge in the healthcare field.

Certified Electronic Health Records Specialist
134 HRS

Learn how to implement and utilize electronic health records and become a Certified Electronic Health Records Specialist.

Certified Electronic Health Records Specialist + Medical Terminology
194 HRS

Learn how to implement and utilize electronic health records and become a Certified Electronic Health Records Specialist with 60 hours of medical terminology training to give you a competitive edge in the healthcare field.

Certified Indoor Air Quality Manager
16 HRS

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Indoor Environmentalist Prep
32 HRS

Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.

Certified National Pharmaceutical Representative
90 HRS

Learn the skills necessary to become a certified pharmaceutical sales representative. The program covers pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.

Certified Personal Trainer
62 HRS

Prepare for an in-demand career as a personal trainer as you earn a nationally recognized W.I.T.S. certification and gain real-life experience in an internship.

Clinical Dental Assistant
240 HRS

The Clinical Dental Assistant Online Training Program will provide you with the skills you need to become a dental assistant. After you've completed this program, you'll be ready to pursue certification as a dental assistant by passing the radiology and infection control portions of the Dental Assisting National Board examination.

CompTIA Healthcare IT Technician
80 HRS

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework.

CompTIA Healthcare IT Technician (Voucher Included)
80 HRS

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework.

CPC Administrative Medical Specialist with Medical Billing and Coding (Vouchers Included)
400 HRS

This Administrative Medical Specialist program with training in medical billing and coding will give you a competitive edge in the healthcare field.

CPC Medical Billing and Coding (Voucher Included)
340 HRS

This Medical Billing and Coding program with 60 HRS of medical terminology training, gives you a competitive edge in entering the healthcare field.

Fitness Business Management
200 HRS

Learn how to manage a personal training program, department, or facility as a strategic business with this innovative program.

ICD-10 Medical Coding
200 HRS

Prepare for the future of medical coding by mastering the steps for using the ICD-10-CM and ICD-10-PCS to code medical diagnoses and procedures.

Medical Terminology
60 HRS

Get the education you need to get started in the medical field. This program will teach you proper medical terminology and spelling.

Medical Transcription
240 HRS

Learn to transcribe medical reports in hospitals, offices, or from home with the most popular transcription program in the country for entry-level training.

Medical Transcription + Medical Terminology
300 HRS

Start a new career as a medical transcriptionist with the training provided in this program, which also includes medical terminology training.

NASM Certified Personal Trainer and Exam Preparation (Voucher Included)
80 HRS

This online program will help you pass the NASM exam and earn your NASM Certified Personal Trainer certification, one of the most respected certifications in the fitness industry.

Nutrition for Optimal Health, Wellness, and Sports
200 HRS

Learn to develop individual nutrition programs for clients, patients, or personal use.

Optician Certification Training
150 HRS

Master the skills you need for a successful career as an optician and prepare yourself to take the ABO certification exam.

Personal Fitness Trainer
250 HRS

Learn how to apply your client's health history, goals, and abilities, as well as integrating exercise science curriculum and practical training techniques, into a systematic model you can use to progress your clients through different training levels and phases.

Personal Training and Group Exercise Training for Older Adults
200 HRS

Gain the knowledge you need to develop safe and effective exercise programs for older adults.

Pharmacy Technician (Voucher Included)
330 HRS

Pharmacy technicians support licensed pharmacists in providing health care to patients. Train to enter this rapidly growing field with this respected online program.

Physical Therapy Aide
150 HRS

Master the skills you need to begin a career as a physical therapy aide.

Veterinary Assistant
170 HRS

This program will prepare you to become a productive member of a veterinary team.

HOSPITALITY AND SERVICE INDUSTRY

Advanced Personal Fitness Trainer
400 HRS

This advanced certificate program will further your personal training education by teaching you to incorporate specialized resistance training, functional movements, and nutritional programs for your clients.

Certified Global Business Professional
160 HRS

The Certified Global Business Professional Online Training Program prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.

Certified Protection Officer
50 HRS

Master the skills you need to obtain certification as a Protection Officer, and prepare yourself for employment in this high-demand field.

Certified Wedding Planner
340 HRS

This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.

Child Development Associate Training
120 HRS

With the certificate program in Childcare Education offered at Smart Horizons Career Online High School, you can pursue your Child Development Associate (CDA) certification and launch your career in childcare.

Child Development Associate Training Renewal
45 HRS

Fulfill your renewal requirement for Child Development Associate (CDA) certification as you work at your own pace in a flexible, self-directed online learning environment.

Fitness Business Management
200 HRS

Learn how to manage a personal training program, department, or facility as a strategic business with this innovative program.

Food and Customer Service Skills Training
120 HRS

The Food and Customer Service Skills Training Certificate Program prepares students for careers in food services, restaurants, and the hospitality industry.

High School Diploma with Food and Hospitality Training
750 HRS

The High School Diploma with Food and Hospitality Training Certificate Program prepares students for careers in food services, restaurants, and the hospitality industry, while they earn their high school diplomas.

High School Diploma with Retail Customer Service Skills Training
750 HRS

The High School Diploma with Retail Customer Service Skills Training Certificate Program prepares students with the skills and knowledge needed for successful careers in today's retail world, while they earn High School credits.

Personal Fitness Trainer
250 HRS

Learn how to apply your client's health history, goals, and abilities, as well as integrating exercise science curriculum and practical training techniques, into a systematic model you can use to progress your clients through different training levels and phases.

Personal Training and Group Exercise Training for Older Adults
200 HRS

Gain the knowledge you need to develop safe and effective exercise programs for older adults.

Preston Bailey's Fundamentals of Floral Design
240 HRS

The Preston Bailey Floral Design course is an opportunity for students to learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert.

Preston Bailey's Intermediate Floral Design
240 HRS

From designing tabletops to creating floral sculptures and room transformations, Preston guides students through his design techniques and processes.

Preston Bailey's Signature Wedding Event Design
240 HRS

Preston Baileys Signature Wedding Event Design course allows students to experience the step-by-step processes and techniques utilized by one of the globe's leading wedding and event experts, industry pioneer Preston Bailey.

Retail Customer Service Skills Training
120 HRS

The Retail Customer Service Skills Training Program prepares students with the skills and knowledge needed for successful careers in today's retail world.

Travel Agent Training
250 HRS

Learn the basic skills needed to operate a computer reservation system for airlines, travel agencies, cruise lines, hotels, or as a home-based agent, and get started in a career in the travel industry!

Video Game Design and Development
500 HRS

Using a comprehensive and analytical approach to game engine architectures, this program teaches you how to effectively design and develop games.

IT AND SOFTWARE DEVELOPMENT

3ds max
300 HRS

Learn to use 3ds Max to design, develop, and create 3D animation.

Administrative Professional with Microsoft Office 2010 Master
380 HRS

Get the training to become an administrative professional, and prepare to become a certified Microsoft Office 2010 Master at the same time.

Administrative Professional with Microsoft Office 2013 Master
445 HRS

The Administrative Professional with Microsoft Office 2013 Master program teaches the skills students need to become a successful administrative professional and prepares students to use Microsoft Office 2013 programs: Excel, Word, PowerPoint, and Outlook.

Administrative Professional with Microsoft Office 2016 Master
365 HRS

This program teaches the skills you need to become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office 2016 Master (Vouchers Included)
365 HRS

This program teaches the skills you need to become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office Specialist 2007 Training
480 HRS

Become a successful administrative professional by learning general office management, effective business communication, customer service skills, and more. This program also includes training on Microsoft Office 2007.

Administrative Professional with Microsoft Office Specialist 2010
460 HRS

Get the training to become an administrative professional, and prepare to become a certified Microsoft Office Specialist 2010 (MOS) at the same time.

Administrative Professional with Microsoft Office Specialist 2013
455 HRS

The Administrative Professional with Microsoft Office Specialist 2013 training program teaches the skills required to become a successful administrative professional and prepares students for the Microsoft Office Specialist Certification Exams 77-418, 77-425, and 77-426 (Word), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), 77-423 (Outlook), and 77-424 (Access).

Administrative Professional with Microsoft Office Specialist 2016
455 HRS

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.

Administrative Professional with Microsoft Office Specialist 2016 (Vouchers Included)
455 HRS

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.

Android Application Developer
120 HRS

Android Application Developer prepares students to understand basic programming concepts, android resources and the user interface, and how to debug programs and applications.

AutoCAD 2015 Certified User
155 HRS

In this program you will learn basic and advanced 2D functionality for AutoCAD 2015. You will also learn the necessary tools to prepare for the Autodesk AutoCAD 2015 Certified Professional and User exams.

AutoCAD 2015 with AutoCAD 3D
235 HRS

You will learn basic and advanced 2D and 3D functionalities for AutoCAD 2015. You will also have all the necessary tools to prepare for the Autodesk AutoCAD 2015 Certified Professional Exam.

AutoCAD 3D 2015
80 HRS

Once you successfully complete the Training Program you will have learned AutoCAD's 3D tools and will be able to design three-dimensional models using AutoCAD 2015 software.

Cisco CCNA Certification Training
150 HRS

The Cisco CCNA Online Training Program will give you the essential knowledge to install, configure, operate, and troubleshoot medium-size routed and switched networks while preparing you for the 100-101 ICND1 and 200-101 ICND2 Cisco exams or the single 200-120 CCNA exam.

Cisco CCNA Certification Training (Voucher Included)
150 HRS

The Cisco CCNA Online Training Program will give you the essential knowledge to install, configure, operate, and troubleshoot medium-size routed and switched networks while preparing you for the 100-101 ICND1 and 200-101 ICND2 Cisco exams or the single 200-120 CCNA exam.

CompTIA Healthcare IT Technician
80 HRS

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework.

CompTIA A+ Certification Training
230 HRS

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and ed2gos online program makes training convenient and interactive.

CompTIA A+ Certification Training (Voucher Included)
230 HRS

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and ed2gos online program makes training convenient and interactive.

CompTIA Certification Training: A+, Network+, Security+ (Voucher Included)
420 HRS

CompTIA Certification Training: A+, Network+, Security+ provides a comprehensive foundation for IT professionals, incorporating CompTIA A+, CompTIA Network+, and CompTIA Security+ specific training, and prepares you for the corresponding industry exams that are desirable for IT professionals.

CompTIA Certification Training: A+, Network+, Security+
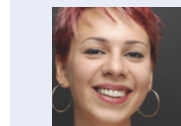**420 HRS**

CompTIA Certification Training: A+, Network+, Security+ provides a comprehensive foundation for IT professionals, incorporating CompTIA A+, CompTIA Network+, and CompTIA Security+ specific training, and prepares you for the corresponding industry exams that are desirable for IT professionals.

CompTIA Cloud+ Certification Training
75 HRS

Cloud computing is how technology is done today, and ed2gos CompTIA Cloud+ certification training course teaches key skills while preparing students for the Cloud+ industry credential.

"I really enjoyed comparing what we were learning to my real life experiences and as I learned different things I really felt like I became a better employee and future management in the business world. It was a great experience."

CompTIA Cloud+ Certification Training (Voucher Included)
75 HRS

Cloud computing is how technology is done today, and ed2gos CompTIA Cloud+ certification training course teaches key skills while preparing students for the Cloud+ industry credential.

CompTIA Healthcare IT Technician (Voucher Included)
80 HRS

The CompTIA Healthcare IT Technician course teaches the fundamentals of healthcare IT (HIT) by using the CompTIA Healthcare IT Technician (HIT-001) exam objectives as the framework.

CompTIA Network+ Certification Training
110 HRS

Prepare for a career as a network technician and qualify to take the CompTIA Network+ certification exam as you master basic networking concepts and gain a fundamental knowledge of network design, security, routing, and switching.

CompTIA Network+ Certification Training (Voucher Included)
110 HRS

Prepare for a career as a network technician and qualify to take the CompTIA Network+ certification exam as you master basic networking concepts and gain a fundamental knowledge of network design, security, routing, and switching.

CompTIA Security+ Certification Training
80 HRS

Take your first step toward a career as a security professional and prepare yourself for the CompTIA Security+ certification exam as you master the basics of system security, network infrastructure, access control, and organizational security.

CompTIA Security+ Certification Training (Voucher Included)
80 HRS

Take your first step toward a career as a security professional and prepare yourself for the CompTIA Security+ certification exam as you master the basics of system security, network infrastructure, access control, and organizational security.

Forensic Computer Examiner
80 HRS

The Forensic Computer Examiner Online Training Program will train you to thoroughly examine digital media and to clearly document, control, prepare, and present examination results. This program will prepare you for the Certified Computer Examiner test.

Help Desk Analyst: Tier 1 Support Specialist
120 HRS

Train for a challenging, rewarding career in technical support. This program will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

Java Programmer
100 HRS

Learn Java programming in this online training program that covers fundamental Java syntax elements and more advanced concepts.

Management for IT Professionals
390 HRS

Learn leadership skills that will help you succeed as a manager in the IT field.

Microsoft Access 2007
120 HRS

Master Microsoft Access 2007 software with this convenient online training program.

Microsoft Access 2010 Certification Training
120 HRS

The Microsoft Access 2010 course will prepare you to take your Microsoft Certification Exam and familiarize you with various tasks within Microsoft Access.

Microsoft Access 2013 Certification Training
90 HRS

The Microsoft Access 2013 (MOS) training program prepares students for the Microsoft Office Specialist Certification Exam 77-424.

Microsoft Certified Solutions Associate (MCSA): Server 2008
275 HRS

Student will prepare to take and pass the three exams that will earn them the Microsoft Certified Solutions Associate: Windows Server 2008 Certification.

Microsoft Certified Solutions Associate (MCSA): Server 2008 (Voucher Included)
275 HRS

Student will prepare to take and pass the three exams that will earn them the Microsoft Certified Solutions Associate: Windows Server 2008 Certification.

Microsoft Certified Solutions Associate (MCSA): Server 2012
230 HRS

In the Microsoft Certified Solutions Associate (MCSA): Server 2012 program prepares students to install, configure, and manage a Server 2012 network.

Microsoft Certified Solutions Associate (MCSA): Server 2012 (Voucher Included)
230 HRS

In the Microsoft Certified Solutions Associate (MCSA): Server 2012 program prepares students to install, configure, and manage a Server 2012 network.

Microsoft Certified Solutions Associate (MCSA): Server 2012 with Private Cloud
350 HRS

This program combines two premier ed2go Microsoft certification-training programs into a single offering. Comprised of five individual courses, the program covers both the Microsoft Certified Solutions Associate (MCSA) for Windows Server 2012, and Microsoft Private Cloud. The program also provides significant savings when compared to the cost of the two programs taken separately.

Microsoft Certified Solutions Associate (MCSA): Server 2012 with Private Cloud (Voucher Included)
350 HRS

This program combines two premier ed2go Microsoft certification-training programs into a single offering. Comprised of five individual courses, the program covers both the Microsoft Certified Solutions Associate (MCSA) for Windows Server 2012, and Microsoft Private Cloud The program also provides significant savings when compared to the cost of the two programs taken separately.

Microsoft Certified Solutions Associate (MCSA): SQL Server 2008
220 HRS

This online training program prepares students to take the Microsoft Certified Solutions Associate (MCSA): SQL Server 2008 certification exams.

Microsoft Certified Solutions Associate (MCSA): SQL Server 2008 (Voucher Included)
220 HRS

This online training program prepares students to take the Microsoft Certified Solutions Associate (MCSA): SQL Server 2008 certification exams.

Microsoft Certified Solutions Associate (MCSA): SQL Server 2012
360 HRS

The Microsoft Certified Solutions Associate (MCSA): SQL Server 2012 program prepares students to administer, query, and implement data warehouses with SQL Server 2012.

Microsoft Certified Solutions Associate (MCSA): SQL Server 2012 (Voucher Included)
360 HRS

The Microsoft Certified Solutions Associate (MCSA): SQL Server 2012 program prepares students to administer, query, and implement data warehouses with SQL Server 2012.

Microsoft Certified Solutions Associate (MCSA): Windows 7
200 HRS

This online training program will prepare students for the Microsoft Certified Solutions Associate (MCSA) Windows 7 certification and will train them to identify the cause and resolution of desktop application, network, and security issues.

Microsoft Certified Solutions Expert (MCSE): Private Cloud
120 HRS

Microsoft Private Cloud is the quintessential industry certification for IT professionals. This hands-on program provides a thorough understanding of Microsoft cloud environments while building critical skills need to design, deploy and manage Private Cloud.

Microsoft Certified Solutions Expert (MCSE): Private Cloud (Voucher Included)
120 HRS

Microsoft Private Cloud is the quintessential industry certification for IT professionals. This hands-on program provides a thorough understanding of Microsoft cloud environments while building critical skills need to design, deploy and manage Private Cloud.

Microsoft Excel 2010 Certification Training
95 HRS

Build and validate your business computer skills using Microsoft Excel 2010 software with this comprehensive, performance-based certification preparation program.

Microsoft Office 2010 Master Certification Training
300 HRS

Learn basic to advanced skills in Microsoft Word, Excel, PowerPoint and Outlook 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Office 2013 Master
245 HRS

The Microsoft Office 2013 Master training program prepares students for the Microsoft Office Specialist (MOS) Certification Exams 77-418, 77-425, and 77-426 (Word), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), and 77-423 (Outlook).

Microsoft Office Specialist 2010 (MOS) Certification Training
380 HRS

Participate in the Microsoft Office Specialist 2010 (MOS) Certification Training program to improve your level of knowledge with Microsoft Office functions in preparation for taking the Microsoft Certification Exam.

Microsoft Office Specialist 2013
335 HRS

The Microsoft Office Specialist 2013 training program prepares students for the Microsoft Office Specialist Certification Exams 77-418, 77-425, and 77-426 (Word), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), 77-423 (Outlook), and 77-424 (Access).

Microsoft Office Specialist 2016 (MOS) Certification Training
335 HRS

This program teaches the skills needed to prepare you to sit for the Microsoft Office Specialist 2016 Certification exams.

Microsoft Office Specialist 2016 (MOS) Certification Training (Voucher Included)
335 HRS

This program teaches the skills needed to prepare you to sit for the Microsoft Office Specialist 2016 Certification exams.

Microsoft Outlook 2007
40 HRS

Master Microsoft Outlook, including formatting e-mail, scheduling appointments, creating contacts and more. You'll prepare for certification as you learn the ins and outs of Outlook.

Microsoft Outlook 2010 Certification Training
45 HRS

Master the basic to advanced Microsoft Outlook 2010 skills you need to prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Outlook 2013 Certification Training
45 HRS

The Microsoft Outlook 2013 (MOS) training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-423.

Microsoft PowerPoint 2010 Certification Training
65 HRS

Learn basic to advanced skills in Microsoft PowerPoint 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft PowerPoint 2013 Certification Training
60 HRS

The Microsoft PowerPoint 2013 Certification Training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-422.

Microsoft SharePoint 2010 Certification Training
82 HRS

This SharePoint 2010 training program prepares you to take the Microsoft Certification Exam 77-886 in order to achieve a certification as a Microsoft Office Specialist.

Microsoft SharePoint 2013 Certification Training
82 HRS

Engage in the Microsoft SharePoint 2013 Certification Training program if you are either new to or experienced in working with SharePoint 2013.

Microsoft Web Developer
240 HRS

Learn how to develop on the Microsoft platform using .NET Framework 4.0, and prepare for the Microsoft 70-515 certification exam.

Microsoft Word 2010 Certification Training
95 HRS

Prepare for certification in Microsoft Word 2010 as you learn how to create, format, and secure professional and creative documents

Microsoft Word 2013 Certification Training
70 HRS

The Microsoft Word 2013 Certification training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-418.

Mobile and Desktop Web Developer
460 HRS

Students who successfully complete this career course will have developed a solid background in all of the latest technologies associated with web development for both desktop and mobile environments, and at the very end of the program, students will be able to build traditional and mobile websites.

"These classes far exceeded my expectations in terms of quality and quantity. I truly feel ready to start my new career as a mobile and desktop developer!"

Mobile Web Developer
280 HRS

In this course, learn to develop websites for mobile devices, such as Androids and iPhones.

OMCA Content Marketing Associate (Voucher Included)
70 HRS

Learn the hottest role in digital marketing and prepare for the nationally recognized OMCA content marketing certification.

OMCA Conversion Optimization Associate (Voucher Included)
105 HRS

Become a valuable asset to your existing or future marketing team. Get conversion optimization training, and prepare for the OMCA certification exam.

OMCA Display Advertising Associate (Voucher Included)
60 HRS

Prepare for your OMCA display advertising certification to start or improve your digital marketing career.

OMCA Email Marketing Associate (Voucher Included)
70 HRS

Want to learn email marketing? Make the most of your company's email efforts and prepare for the OMCA certification exam.

OMCA Mobile Marketing Associate (Voucher Included)
105 HRS

Prepare for the nationally recognized OMCA mobile marketing certification to start or improve your career in digital marketing.

OMCA PPC Associate (Voucher Included)
110 HRS

Learn PPC marketing and how to bid on keywords that get your company noticed, all while preparing for the OMCA certification exam.

OMCA SEO Associate (Voucher Included)
110 HRS

Learn search optimization, one of the most talked about aspects of digital marketing. Train with industry experts and prepare for the OMCA certification exam.

OMCA Social Media Associate (Voucher Included)
110 HRS

Prepare for the nationally recognized OMCA social media marketing certification to start or improve your career in digital marketing.

OMCA Web Analytics Associate (Voucher Included)
145 HRS

Want to make sense of all your marketing data? Get web analytics training while simultaneously preparing for the OMCA certification exam.

OMCP Digital Analytics and Conversion Professional
200 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Digital Analytics and Conversion Professional (Voucher Included)
200 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Email Marketing and Automation Professional
150 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Email Marketing and Automation Professional (Voucher Included)
150 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Paid Search Professional
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Paid Search Professional (Voucher Included)
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Search Marketing Professional
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Search Marketing Professional (Voucher Included)
180 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Social and Mobile Marketing Professional
190 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

OMCP Social and Mobile Marketing Professional (Voucher Included)
190 HRS

The Market Motive OMCP digital marketing courses prepare students to launch into or improve a career in digital marketing.

Oracle SQL and PL/SQL + Python Developer + Java Programmer
375 HRS

Master Oracle Programming in this combined online training that teaches. As the perfect starting point for those wanting to learn SQL, PL/SQL, Java, and Python programming, this online program will teach you everything from the basics to advanced practices.

Oracle SQL and PL/SQL Developer
120 HRS

This Oracle SQL Developer program teaches students how to use SQL to build applications, generate business reports, master SQL in Oracle, and learn PL/SQL to work within an Oracle database.

Oracle SQL and PL/SQL Developer + Java Programmer
220 HRS

As the perfect starting point for those wanting to learn SQL and Java programming, this online program will teach you everything from the basics to advanced practices

Pay Per Click Marketing
150 HRS

Pay-per-click marketing refers to a specific type of advertising where you pay a search engine every time a potential customer clicks on your ad. The program covers search-engine marketing, Internet advertising, using Google's AdWords program, keyword marketing, building ads, conducting research, and more.

Python Developer
155 HRS

This program is aimed at those new to the Python programming language that may or may not have experience with other programming languages. You will learn all about Python programming in this comprehensive program that covers introductory through advanced methods of Python.

Search Engine Marketing
250 HRS

Learn the essential components for understanding this unique and growing career field, including search engine optimization, pay-per-click marketing, and Web site copywriting.

Search Engine Optimization
150 HRS

The Search Engine Optimization Online Training Program will teach you how to increase a Web site's traffic by improving its rankings with search engines.

SSCP Systems Security Certified Practitioner (Voucher Included)
75 HRS

The Systems Security Certified Practitioner Training program is an ideal course for individuals interested in advancing their knowledge of information and systems security.

Systems Security Certified Practitioner (SSCP) Training
75 HRS

The Systems Security Certified Practitioner Training program is an ideal course for individuals interested in advancing their knowledge of information and systems security.

Video Game Design and Development
500 HRS

Using a comprehensive and analytical approach to game engine architectures, this program teaches you how to effectively design and develop games.

Web Applications Developer
360 HRS

Master the skills you need to create dynamic database-driven websites using the latest technologies.

Webmaster
150 HRS

The Webmaster course prepares students with the skills and knowledge needed for successful careers in the Web development. Web applications are a vital part of communication on the Internet, and Web developers are in high demand in large and small companies and organizations.

MANAGEMENT AND CORPORATE

Building Analyst Quick Start
60 HRS

This program will teach you about the principles of green buildings from insulation to indoor air quality as well as how to perform comprehensive building assessments.

Certified Green Supply Chain Professional
60 HRS

Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Certified Indoor Air Quality Manager
16 HRS

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Indoor Environmentalist Prep
32 HRS

Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.

Certified Mediator and Arbitrator
200 HRS

The Certified Mediator and Arbitrator Program provides students with the skills and knowledge needed to practice mediation and arbitration in their current careers or private practices.

Certified Mediator and Conflict Resolution Specialist
200 HRS

The Certified Mediator and Conflict Resolution Specialist Program provides students with the skills and knowledge needed to practice mediation.

Certified National Pharmaceutical Representative
90 HRS

Learn the skills necessary to become a certified pharmaceutical sales representative. The program covers pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.

Entrepreneurship: Start-Up and Business Owner Management
360 HRS

This program covers everything from financing to leadership. You'll learn the keys to business planning, communication skills, marketing, and management. If you've ever thought about owning your own business, this program can help make that dream come true!

Event Management and Design
300 HRS

From planning to pyrotechnics, the Event Management and Design Online Training Program will teach you everything you need to know to create events that are truly special.

Fitness Business Management
200 HRS

Learn how to manage a personal training program, department, or facility as a strategic business with this innovative program.

Grant Writing
300 HRS

Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.

Grant Writing + Non-Profit Management
600 HRS

In this program, you will learn how to write a grant proposal, how to supervise employees, as well as the liabilities that non-profits encounter.

Lean Mastery
60 HRS

Eliminate waste from your business by learning and implementing the principles of lean business.

Legal Secretary
350 HRS

Master the skills you need to be a legal secretary and prepare for the National Association of Legal Professionals (NALS) Accredited Legal Secretary (ALS) exam.

Management for IT Professionals
390 HRS

Learn leadership skills that will help you succeed as a manager in the IT field.

Management Training
360 HRS

If you're thinking of starting a business or pursuing an MBA, learn the essentials here! The Management Training Online Program is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

Mastering Project Management with Microsoft Project 2010
130 HRS

In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth and prepare for the Project Management Professional (PMP) certification. You will also learn how to use Microsoft Project 2010 to assist you in project management.

Mastering Project Management with PMP Prep
70 HRS

This program takes you beyond the basics of project management. In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth.

Microsoft Access 2007
120 HRS

Master Microsoft Access 2007 software with this convenient online training program.

Microsoft Access 2010 Certification Training
120 HRS

The Microsoft Access 2010 course will prepare you to take your Microsoft Certification Exam and familiarize you with various tasks within Microsoft Access.

Microsoft Excel 2010 Certification Training
95 HRS

Build and validate your business computer skills using Microsoft Excel 2010 software with this comprehensive, performance-based certification preparation program.

Microsoft Office 2010 Master Certification Training
300 HRS

Learn basic to advanced skills in Microsoft Word, Excel, PowerPoint and Outlook 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Outlook 2007
40 HRS

Master Microsoft Outlook, including formatting e-mail, scheduling appointments, creating contacts and more. You'll prepare for certification as you learn the ins and outs of Outlook.

Microsoft Outlook 2010 Certification Training
45 HRS

Master the basic to advanced Microsoft Outlook 2010 skills you need to prepare for Microsoft Office Specialist (MOS) certification.

Microsoft PowerPoint 2010 Certification Training
65 HRS

Learn basic to advanced skills in Microsoft PowerPoint 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft PowerPoint 2013 Certification Training
60 HRS

The Microsoft PowerPoint 2013 Certification Training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-422.

Microsoft Project 2010
60 HRS

This program combines knowledge of project management scheduling disciplines with the use of the Microsoft Project 2010 software.

Microsoft Word 2010 Certification Training
95 HRS

Prepare for certification in Microsoft Word 2010 as you learn how to create, format, and secure professional and creative documents

Microsoft Word 2013 Certification Training
70 HRS

The Microsoft Word 2013 Certification training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-418.

Non-Profit Management
300 HRS

Examine the fundamental principles of nonprofit management, explore the roles and responsibilities of a nonprofit board of directors and the management team, discover the essential aspects of fundraising, and become acquainted with the fundamentals of the budgeting process.

Payroll Practice and Management
100 HRS

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.

Payroll Practice and Management (Voucher Included)
100 HRS

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.

Performing Comprehensive Building Assessments
30 HRS

This program will give you a thorough understanding of the building assessment process, focusing on the skills you need to professionally conduct visual building inspections, perform diagnostic testing, determine improvement opportunities, and prepare a work scope that will guide the homeowners decision-making process for making the improvements.

Personal Training and Group Exercise Training for Older Adults
200 HRS

Gain the knowledge you need to develop safe and effective exercise programs for older adults.

Principles of Green Buildings
30 HRS

The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently.

Professional Bookkeeping with QuickBooks 2012
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2012 software.

Professional Bookkeeping with QuickBooks 2013
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2013 software.

Professional Bookkeeping with QuickBooks 2015
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2015 software.

Professional Bookkeeping with QuickBooks 2015, Software Included
140 HRS

This program teaches students how to master professional bookkeeping using QuickBooks 2015 software.

Project Management Essentials with CAPM Prep
60 HRS

This program is designed for those who are new to project management and will provide you with a solid foundation of the most common terms and concepts you'll need and help you prepare for the Certified Associate In Project Management (CAPM) certification exam.

Purchasing and Supply Chain Management
300 HRS

Develop essential managerial skills, and learn how to effectively manage all aspects of the purchasing process, including procurement, distribution, supply chain management, and more, with the skills you'll learn in this online program.

Purchasing and Supply Chain Management + Freight Broker/Agent Training
480 HRS

In this online training program, you will learn the agility and precision needed to be successful within purchasing, logistics, and supply chain management professions.

Records Management Certificate
180 HRS

This comprehensive program will help you establish a successful records management program, including electronic, magnetic, and paper media.

Senior Certified Sustainability Professional
110 HRS

Are you prepared for an exciting career as a leader in the green collar economy? The Senior Certified Sustainability Professional Online Training Program will prepare you to set the course and coordinate an enterprise's sustainability strategy.

Six Sigma Black Belt
200 HRS

The Six Sigma Black Belt Online Career Training Program provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, deployment, and project development approaches.

Six Sigma Green Belt
100 HRS

The Six Sigma Green Belt Online Training Program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction.

Technical Writing
80 HRS

This program is designed for anyone who wishes to develop their technical writing abilities to a professional level. You'll learn research methods, audience considerations, style, drafting and revision techniques, how to work in a collaborative environment, and more.

The Complete Project Manager with CAPM and PMP Prep
130 HRS

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for todays project practitioners and prepare them for either the CAPM or PMP certifications.

The Complete Project Manager with Microsoft Project 2010
190 HRS

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for todays project practitioners and prepare them for either the CAPM or PMP certifications. You will also learn how to use Microsoft Project 2010 to assist you in project management.

MEDIA AND DESIGN

3ds max
300 HRS

Learn to use 3ds Max to design, develop, and create 3D animation.

Certified Residential Interior Designer
120 HRS

Prepare for a career as a residential interior designer by learning the basics of good design, getting familiar with design styles and movements, exploring the materials that interior designers use, and putting your knowledge to work as you create your own design concept for a family room.

Digital Arts Certificate
360 HRS

The Digital Arts Online Training Program will help you develop technical skills and creative artistry in digital photography, imaging, and illustration. This program covers Adobe Photoshop and Illustrator and more.

Event Management and Design
300 HRS

From planning to pyrotechnics, the Event Management and Design Online Training Program will teach you everything you need to know to create events that are truly special.

Graphic Design with Photoshop
200 HRS

Students will develop graphic design skills while learning the gold standard in photo editing and design software.

Graphic Design with Photoshop, Software Included
200 HRS

Students will develop graphic design skills while learning the gold standard in photo editing and design software.

Marketing Design Certificate
360 HRS

This program focuses on design for marketing and business creating logos, advertisements, communications, and more. You'll learn Photoshop, Illustrator, and Microsoft PowerPoint while gaining fundamental technical and aesthetic skills.

Multimedia Arts Certificate
360 HRS

The Multimedia Arts Online Training Program gives you the conceptual, technical, and visual design skills required to create multimedia applications and environments. You'll explore Adobe Photoshop, Flash, and After Effects, as well as digital video editing.

Video Game Design and Development
500 HRS

Using a comprehensive and analytical approach to game engine architectures, this program teaches you how to effectively design and develop games.

Web Applications Developer
360 HRS

Master the skills you need to create dynamic database-driven websites using the latest technologies.

Web Design Professional
350 HRS

Upon completion, students can expect to have a solid grounding in the skills and knowledge needed to become a Web Designer.

Webmaster
150 HRS

The Webmaster course prepares students with the skills and knowledge needed for successful careers in the Web development. Web applications are a vital part of communication on the Internet, and Web developers are in high demand in large and small companies and organizations.

SKILLED TRADES AND INDUSTRIAL

Biofuel Production Operations
400 HRS

The Biofuel Production Operations Online Training Program will give you the education you need to work as a biofuel production operator, inspecting and repairing equipment, operating computer systems, and handling lab equipment.

Building Analyst Quick StartBuilding Analyst Quick Start
60 HRS

This program will teach you about the principles of green buildings from insulation to indoor air quality as well as how to perform comprehensive building assessments.

Carpentry
80 HRS

Prepare for a career as a carpenter as you master basic residential construction skills, learn to read blueprints and do jobsite math, and get hands-on practice in three workshop projects.

Certified Green Supply Chain Professional
60 HRS

Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you'll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.

Certified Indoor Air Quality Manager
16 HRS

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Indoor Environmentalist Prep
32 HRS

Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.

Certified Protection Officer
50 HRS

Master the skills you need to obtain certification as a Protection Officer, and prepare yourself for employment in this high-demand field.

Chemical Plant Operations
400 HRS

Prepare for an entry-level position in a chemical plant with the Chemical Plant Operations Online Training Program.

Freight Broker/Agent Training
180 HRS

Prepare to enter the freight/logistics industry. This program will prepare you to start your own freight broker business or become a freight agent.

Home Inspection Certificate
200 HRS

Learn about standards of practice, defects recognition, inspection guidelines, reporting methodologies, and liability management as you prepare to become a home inspector.

HVACR Certified Technician
265 HRS

The HVACR Certified Technician program is a comprehensive online training that encompasses heating, ventilation, air conditioning, and refrigeration.

Natural Gas Plant Operations
400 HRS

For decades to come, natural gas will be produced and consumed in the United States, creating an ongoing demand for natural gas plant operators. This online program provides the fundamental technical background you need to get started in this field.

Oil Refinery Operations
400 HRS

Learn the skills you need to start work as an in-demand oil refinery operator.

Performing Comprehensive Building Assessments
30 HRS

This program will give you a thorough understanding of the building assessment process, focusing on the skills you need to professionally conduct visual building inspections, perform diagnostic testing, determine improvement opportunities, and prepare a work scope that will guide the homeowners decision-making process for making the improvements.

Power Plant Operations
400 HRS

Learn the skills you need to gain entry-level employment as a power plant operator.

Principles of Green Buildings
30 HRS

The Principles of Green Buildings (PGB) program explains the science that individuals in the building, remodeling, or trade industries need to know in order to make buildings perform more efficiently.

Purchasing and Supply Chain Management + Freight Broker/Agent Training
480 HRS

In this online training program, you will learn the agility and precision needed to be successful within purchasing, logistics, and supply chain management professions.

Senior Certified Sustainability Professional
110 HRS

Are you prepared for an exciting career as a leader in the green collar economy? The Senior Certified Sustainability Professional Online Training Program will prepare you to set the course and coordinate an enterprise's sustainability strategy.

Solar Power Professional
120 HRS

Learn the fundamentals of photovoltaic solar powered energy systems and gain the knowledge you'll need for an entry-level position with a dealer, installer, or other photovoltaic industry company.

Wind Energy Professional
240 HRS

This entry-level Wind Energy Professional program prepares you for a career in the wind energy industry.

SUSTAINABLE ENERGY AND GOING GREEN

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