COURSE TITLE	CATEGORY	DESCRIPTION
A to Z Grant Writing	Business|Grant Writing	Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.
Accounting Fundamentals	Accounting and Finance|Accounting Fundamentals	Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.
Accounting Fundamentals II	Accounting and Finance|Accounting Fundamentals	Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.
Achieving Success with Difficult People	Business|Management and Leadership	Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.
Achieving Top Search Engine Positions	Business|Sales and Marketing	Learn proven, step-by-step strategies to achieve higher positions with major search engines.
Administrative Assistant Applications	Business|General Business Skills	Gain the skills and knowledge you'll need to prepare for the Certified Administrative Professional exam and begin a rewarding career as an administrative assistant.
Administrative Assistant Fundamentals	Business|General Business Skills	Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.
Advanced CompTIA A+ Certification Prep	Technology|Certificate Prep	Finish your CompTIA A+ Certification Prep by learning how to select, install, and service video, sound, and portable computers, and how to network, secure, and troubleshoot.
Advanced CSS3 and HTML5	Design and Composition|Web Design	Learn how to use exciting new features in CSS3 and HTML5 to design animated interactive websites for desktops, laptops, and mobile devices.
Advanced Fiction Writing	Language and Arts|Creative Writing	Explore advanced fiction writing techniques with a published novelist.
Advanced Grant Proposal Writing	Business|Grant Writing	Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.
Advanced Microsoft Excel 2007	Accounting and Finance|Accounting Software	Discover the advanced features and functions of Microsoft Excel 2007 and find out everything this powerful program can do for you.
Advanced Microsoft Excel 2010	Accounting and Finance|Accounting Software	Discover the advanced features and functions of Microsoft Excel 2010, including data analysis tools, database techniques, and advanced methods for using PivotTables.
Advanced Microsoft Excel 2013	Accounting and Finance|Accounting Software	Master advanced features and functions of Microsoft Excel 2013, including analysis tools, data tables, PivotTables, and conditional formatting.
Advanced PC Security	Technology|Security	Use ethical hacking techniques to locate and close security holes in your own network.

Advanced Web Pages	Design and Composition|Graphic Design	Take your Web development skills to the next level as you learn how to create advanced websites using CSS, HTML5, media queries for mobile devices, interactive forms, and embedded video.
An Introduction to Teaching ESL/EFL	Language and Arts|Languages	Learn how to be an effective English language teacher from an expert in the field.
Assisting Aging Parents	Personal Development|Children, Parents, and Family	Be prepared to handle the challenges you and your parents will face in the coming years, while learning to cherish the transition.
Basic CompTIA A+ Certification Prep	Technology|Certificate Prep	Start preparing for CompTIA A+ certification as you learn PC basics and troubleshoot in a real world PC environment.
Become a Physical Therapy Aide	Health Care and Medical|Ancillary	Prepare for a rewarding career as a valued member of the physical therapy team.
Become a Veterinary Assistant	Health Care and Medical|Veterinary	Practicing veterinarian prepares you to work in a veterinary office or hospital.
Become a Veterinary Assistant II: Canine Reproduction	Health Care and Medical|Veterinary	Practicing veterinarian teaches you to manage the entire canine breeding cycle, from assessing the health of parents to puppy care.
Become a Veterinary Assistant III: Practical Skills	Health Care and Medical|Veterinary	Learn the practical skills you'll need to be a valuable veterinary assistant or educated pet owner.
Become an Optical Assistant	Health Care and Medical|Ancillary	Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.
Becoming a Grant Writing Consultant	Business|Grant Writing	Increase your income while working from home by starting a grant writing consulting business.
Beginner's Guide to Getting Published	Language and Arts|Publishing	Published writer shows you how to give yourself the credibility you need to get your books and articles published.
Beginning Writer's Workshop	Language and Arts|Creative Writing	Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.
Blogging and Podcasting for Beginners	Teaching and Education|Classroom Computing	Learn how to create your very own blog and add a podcast too using the tools that you already have available on your computer.
Building Teams That Work	Business|Business Communication	What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time.

Business and Marketing Writing	Business|Sales and Marketing	Write great marketing copy to improve your company's image and your chances of getting hired or promoted.
Business Finance for Non-Finance Personnel	Business|General Business Skills	This course will help you understand business environments, financial statements, and strategy so you can make more profitable business and personal financial decisions.
Certificate in Brain Health	Health Care and Medical|Alternative Medicine	In this innovative certificate program, you'll gain insights into the amazing brain and learn how to support health and happiness through lifestyle choices that impact this remarkable organ.
Certificate in Complementary and Alternative Medicine	Health Care and Medical|Alternative Medicine	(22 contact hours) Enhance your professional marketability by gaining a broad understanding of alternative health care options.
Certificate in End of Life Care	Health Care and Medical|Health Care Certificate	(18 contact hours) The Certificate in End-of-Life Care will enhance the knowledge and skills of health care professionals and individuals who work with or care for those experiencing a terminal illness.
Certificate in Food, Nutrition, and Health	Health Care and Medical|Health Care Certificate	(16 contact hours) In this certificate program, you'll gain a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health.
Certificate in Gerontology	Health Care and Medical|Health Care Certificate	(44 contact hours) Earn a certificate proving you have the skills required to meet the health care needs of a rapidly aging population.
Certificate in Healing Environments	Health Care and Medical|Alternative Medicine	In this innovative certificate program, you'll examine how Optimal Healing Environments (OHEs) impact the health of individuals and communities on a physical, social, psychological, and spiritual level.
Certificate in Healthy Aging	Health Care and Medical|Health Care Certificate	(10 contact hours) Gain an overview of aging, including the impact of nutrition and physical activity, changes in the healthy aging brain, and the role of sexuality in healthy aging.
Certificate in Holistic and Integrative Health	Health Care and Medical|Health Care Certificate	(50 contact hours) Explore the exciting, growing field of holistic and integrative health in this comprehensive certificate program designed for medical providers and consumers.
Certificate in Holistic and Integrative Health: Foundations 1	Health Care and Medical|Health Care Certificate	(20 contact hours) This certificate program focuses on foundational concepts in holistic and integrative health, including stress management, physical activity and movement, nutrition, and healing environments.

Certificate in Holistic and Integrative Health: Foundations 2	Health Care and Medical|Health Care Certificate	(19 contact hours) In this four-lesson certificate program, you'll examine the healing systems of Ayurvedic and traditional Chinese medicine, explore the connection between health and the human spirit, and learn about ancient and diverse practices of meditation.
Certificate in Holistic and Integrative Health: Foundations 3	Health Care and Medical|Health Care Certificate	(11 contact hours) In this certificate program, you'll explore the concepts of four holistic therapeutic modalities as you focus on the use of humor, music and sound, energy healing, and massage and bodywork in healing.
Certificate in Integrative Mental Health	Health Care and Medical|Health Care Certificate	(20 contact hours) This groundbreaking certificate program offers a holistic, integrative approach to treating mental health problems.
Certificate in Meditation	Health Care and Medical|Alternative Medicine	(8 contact hours) In this certificate program, you'll explore the many meditation techniques that can be used to support the mind-body connection and promote healing, health, and wellness.
Certificate in Pain Assessment and Management	Health Care and Medical|Health Care Certificate	(12 contact hours) This certificate provides an overview of the mechanisms of pain, the multidisciplinary methods of assessment, management, and treatment of pain, which include adults, children, and the elderly with cancer related and non-cancer related pain.
Certificate in Perinatal Issues	Health Care and Medical|Health Care Certificate	(20 contact hours) The Certificate in Perinatal Issues is a multidisciplinary educational experience designed to enhance the knowledge and skills of individuals who provide care and support for childbearing women, newborns, and families.
Certificate in Spirituality, Health, and Healing	Health Care and Medical|Alternative Medicine	(25 contact hours) Enhance your professional marketability by recognizing the impact spiritual values and beliefs have on health and healing.
Certificate in Starting Your Own Business in Health and Healing	Business|Start Your Own Business	(11 contact hours) Learn virtually everything you need to know to start a health and wellness business, including marketing, financing, and creating a business plan.
Certificate in Stress Management	Health Care and Medical|Alternative Medicine	(14 contact hours) Explore the physiological, social, and psychological impacts of stress and study modalities to get stress under control.
Common Core Standards for English Language Arts K-5	Personal Development|Children, Parents, and Family	Gain confidence in applying the Common Core State Standards for English Language Arts (reading, writing, speaking and listening, and language) to the K-5 classroom.
Communicative Teaching for the ESL/EFL Classroom		This course provides teachers with the principles of communicative teaching and offers useful methods for making students active participants in the learning process.

Course	Category	Description
CompTIA? Network+ Certification Prep	Technology|Certificate Prep	Prepare to take and pass the CompTIA Network+ Exam and begin a career as a network tech.
CompTIA? Security+ Certification Prep 1	Technology|Certificate Prep	Master the terms and concepts you need to pass the CompTIA® Security+ SY0-401 exam and earn your Security+ certificate.
CompTIA? Security+ Certification Prep 2	Technology|Certificate Prep	Continue to prepare for the CompTIA® Security+ exam as you review the information you need to pass the test and earn this important certification.
Computer Skills for the Workplace	Business|General Business Skills	Gain a working knowledge of the computer skills you'll need to succeed in today's job market.
Creating a Classroom Web Site	Teaching and Education|Classroom Computing	Learn how to create a classroom Web site and how having one can make you a more effective and dynamic teacher.
Creating a Successful Business Plan	Business|Management and Leadership	Turn your business ideas into a solid plan for financing and long-term success.
Creating Classroom Centers	Teaching and Education|Tools for Teachers	Learn how to create engaging, easy-to-maintain classroom center activities that boost independent learning while increasing small-group instruction time.
Creating jQuery Mobile Websites With Dreamweaver	Design and Composition|Web Design	Learn how to build mobile-friendly websites for devices such as smartphones and tablets using Dreamweaver and jQuery Mobile.
Creating Mobile Apps with HTML5	Technology|Computer Programming	Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.
Creating the Inclusive Classroom: Strategies for Success	Teaching and Education|Tools for Teachers	In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day--learning proven strategies that turn diversity into opportunity.
Creating Web Pages	Design and Composition|Graphic Design	Learn the basics of HTML so you can design, create, and post your very own site on the Web.
Creating WordPress Websites	Design and Composition|Web Design	Learn how to use WordPress, a free and popular Web design tool, to quickly and easily create attractive blogs and interactive websites.
Creating WordPress Websites II	Design and Composition|Web Design	Discover how to create and maintain dynamic websites and blogs without technical coding using the self-hosted WordPress.org publishing platform.
Designing Effective Websites	Business|Sales and Marketing	Learn powerful graphic design techniques and build websites that are both attractive and wickedly effective.
Differentiated Instruction in the Classroom	Teaching and Education|Tools for Teachers	Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.

Title	Category	Description
Differentiating K-12 Assessments	Teaching and Education|Tools for Teachers	Learn effective strategies for differentiating your assessments and empowering every student in your class to succeed.
Discover Digital Photography	Design and Composition|Digital Photography	An informative introduction to the fascinating world of digital photography.
Discover Sign Language	Language and Arts|Languages	Discover the fun of learning sign language and using your hands to communicate with Deaf people.
Distribution and Logistics Management	Business|Management and Leadership	Learn how to improve your company's distribution and logistics management activities, increase customer satisfaction, and improve operational throughput.
Drawing for the Absolute Beginner	Language and Arts|Arts	Gain a solid foundation in drawing and become the artist you've always dreamed you could be!
Effective Business Writing	Business|Business Communication	Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.
Effective Selling	Business|General Business Skills	Learn the secret to converting a potential customer into a long-term asset. Find out how to lay the groundwork for repeat business and your future success.
Employment Law Fundamentals	Business|Management and Leadership	Learn the basics of employment law so you can legally hire, evaluate, and manage employees.
Empowering Students With Disabilities	Personal Development|Children, Parents, and Family	Explore common disabilities you’ll encounter in the classroom and master techniques for promoting academic, behavioral, and social skills in students with special needs.
Enhancing Language Development in Childhood	Language and Arts|Languages	Enrich the lives of your children by learning fun and natural ways to help them become proficient speakers and thinkers.
Explore a Career as a Paralegal	Law and Legal|Paralegal	Find out if a paralegal career is the perfect choice for you, as you explore the fundamentals of U.S. law and legal terminology.
Explore a Career as a Pharmacy Technician	Health Care and Medical|Ancillary	Master the skills that will prepare you for an entry-level position as a pharmacy tech or clerk, and discover the steps you can take to become a Certified Pharmacy Technician (CPhT).
Explore a Career as an Administrative Medical Assistant	Health Care and Medical|Ancillary	Learn all about the in-demand career of medical information management as you explore the job of an administrative medical assistant (AMA) in a doctor’s office—from appointment scheduling and chart creation to medical billing and coding.
Explore a Career in Medical Coding	Health Care and Medical|Ancillary	Learn how to use the CPT manual and the ICD-9-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Course	Category	Description
Explore a Career in Medical Transcription	Health Care and Medical|Ancillary	Learn how to transcribe the medical reports most often used in healthcare today, and discover how to get started and advance as a medical transcriptionist.
Explore a Career in Medical Writing	Health Care and Medical|Ancillary	Take your first step toward a lucrative and rewarding career as a medical writer.
Explore a Career in Nursing	Health Care and Medical|Ancillary	Learn what it takes to become an LPN or RN, and discover all of the exciting and rewarding opportunities awaiting you in the field of nursing.
Fundamentals of Supervision and Management	Business|General Business Skills	Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.
Fundamentals of Supervision and Management II	Business|General Business Skills	Learn how to be an effective manager or supervisor. Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills.
Fundamentals of Technical Writing	Business|Business Communication	Learn the skills you need to succeed in the well-paying field of technical writing.
Genealogy Basics	Personal Development|Children, Parents, and Family	Learn where to look, who to contact, and how to use research tools to begin an exciting and fascinating exploration of your roots.
Get Assertive!	Personal Development|Personal Enrichment	Find out how you can stop others from intimidating you or treating you poorly.
Get Funny!	Personal Development|Personal Enrichment	Learn how to use humor to speak more effectively, write better, and increase your popularity.
Get Grants!	Business|Grant Writing	Learn how to develop successful, fundable grants from experts in the field.
GMAT Preparation	College Readiness|Test Prep	Discover powerful test-taking techniques and methods for improving your score on the GMAT.
Grammar for ESL	Language and Arts|Languages	If English is your second language and you're headed to college, this course will teach you the principles of grammar and structure you'll need to succeed.
Grammar Refresher	Personal Development|Languages	Gain confidence in your ability to produce clean, grammatically correct documents and speeches.
GRE Preparation - Part 1 (Verbal and Analytical)	College Readiness|Test Prep	Discover powerful strategies for success in the verbal reasoning and analytical writing sections of the GRE® revised General Test (course 1 of 2).
GRE Preparation - Part 2 (Quantitative)	College Readiness|Test Prep	Learn a variety of useful techniques for tackling the quantitative reasoning sections of the computerized GRE® revised General Test (Course 2 of 2).
Growing Plants for Fun and Profit	Business|Start Your Own Business	An industry professional teaches you everything you need to prosper in the backyard nursery business.

Course	Category	Description
Guided Reading and Writing: Strategies for Maximum Student Achievement	Teaching and Education|Reading and Writing	Get the professional development training you need to improve student literacy as an accomplished teacher shares the secrets of turning guided reading strategies into opportunities for teaching writing.
Guided Reading: Strategies for the Differentiated Classroom	Teaching and Education|Reading and Writing	Learn creative ways to bring differentiated instruction and guided reading to life in your classroom.
Handling Medical Emergencies	Health Care and Medical|Ancillary	Every second counts during a medical emergency. Learn how to respond if someone needs your help.
Happy and Healthy Pregnancy	Personal Development|Health and Wellness	In this course, you'll learn how the stages of pregnancy affect your body, emotions, and budget, and how to prepare yourself and your family to welcome your new baby.
High Speed Project Management	Business|Project Management	Learn to deal with the realities of managing projects at supersonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.
HIPAA Compliance	Health Care and Medical|Ethics, Law, and Compliance	Learn how to comply with the duties, rights, and responsibilities of HIPAA, ARRA & HITECH.
Homeschool With Success	Personal Development|Children, Parents, and Family	Discover how to homeschool your children in a way that ensures they get what they need both academically and socially.
How to Get Started in Game Development	Design and Composition|Graphic Design	Take steps toward a new career in game development by building a foundation to design games in a wide variety of genres for different audiences and platforms.
How to Make Money From Your Writing	Business|Start Your Own Business	You really can make money with your writing. Whether you want to create your own business, add to your income, supplement your retirement, or boost what you're earning as a writer, you'll find the how-to's here.
Human Anatomy and Physiology	College Readiness|Science	Gain a greater appreciation and understanding of the marvelous complexity of the human body.
Human Anatomy and Physiology II	College Readiness|Science	Learn the basic characteristics of the four main types of tissues, the general and special senses, cellular metabolism, body chemistry, and significant events in the life span, from fertilization through old age.
Individual Excellence	Business|General Business Skills	Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity.
Integrating Technology in the Classroom	Teaching and Education|Classroom Computing	In this professional development course for teachers, you'll learn the secrets of technology integration in the classroom, gaining the skills educators need to use tools such as wikis, podcasts, and blogs effectively.

Course	Category	Description
Intermediate C# Programming	Technology|Computer Programming	Learn to write Graphical User Interface programs in the C# Programming Language.
Intermediate CompTIA A+ Certification Prep	Technology|Certificate Prep	Take the second step toward becoming a CompTIA A+ certified tech by mastering virtualization, printers, and three flavors of the Windows operating system,.
Intermediate CSS3 and HTML5	Design and Composition|Web Design	Take your CSS3 and HTML5 skills to the next level and learn how to create professional-quality websites.
Intermediate Dreamweaver CS6	Computer Applications|Adobe	Take your Adobe Dreamweaver skills to the next level with more advanced Web design techniques under the tutelage of a proven Web development expert.
Intermediate Flash CS6	Computer Applications|Adobe	Take your Adobe Flash skills to the next level by learning advanced Movie Clip symbol, ActionScript, animation, application programming, and interactivity techniques.
Intermediate Java Programming	Technology|Computer Programming	Deepen your understanding of the Java programming language, and start writing programs that are more sophisticated and professional.
Intermediate Microsoft Access 2007	Business|Sales and Marketing	Expand your Microsoft Access 2007 skills to build better, more user-friendly Access databases.
Intermediate Microsoft Access 2010	Business|Sales and Marketing	Learn how to build more intuitive and powerful Microsoft Access 2010 databases.
Intermediate Microsoft Access 2013	Business|Sales and Marketing	Learn how to use Microsoft Access 2013's advanced features to build more intuitive and powerful databases.
Intermediate Microsoft Excel 2007	Accounting and Finance|Accounting Software	Master advanced features of Microsoft Excel 2007, including charting and PivotTables, and discover how this powerful MS Office program can boost your productivity.
Intermediate Microsoft Excel 2010	Accounting and Finance|Accounting Software	Take your Microsoft Excel 2010 skills to the next level as you master charts, PivotTables, Slicers, Sparklines, and other advanced Excel features.
Intermediate Microsoft Excel 2013	Accounting and Finance|Accounting Software	Take your Microsoft Excel 2013 skills to the next level as you master charts, graphs, PivotTables, Slicers, Sparklines, AutoFilter, macros, and other advanced Excel functions.
Intermediate Microsoft Word 2007	Business|Business Software	Learn more advanced features of Microsoft Word 2007, which enable you to create an index, a list of figures, and a table of contents, do desktop publishing, perform a mail merge, and use timesaving macros.
Intermediate Microsoft Word 2010	Business|Business Software	Master the more advanced features of Microsoft Word 2010 and learn how to create an index, build a list of figures, design a table of contents, do desktop publishing, perform a mail merge, and use timesaving shortcuts.
Intermediate Networking	Technology|Networking and Communications	Gain practical experience in a hot new career field. Topics include VPNs, security, and Internet connectivity.
Intermediate Oracle	Technology|Database Management	Learn how to write powerful and flexible PL/SQL programs.

Course	Category	Description
Intermediate Photoshop CC	Computer Applications|Adobe	Explore the more advanced features of Intermediate Photoshop CC so you can re-edit photos and graphics, resize images, and create reusable page layout templates.
Intermediate Photoshop CS5	Computer Applications|Adobe	Take your Adobe Photoshop CS5 skills to the next level by mastering layers, layer masks, Smart Objects, and other advanced features that let you re-edit images easily long after you create them.
Intermediate Photoshop CS6	Computer Applications|Adobe	Extend your Photoshop knowledge and learn how to enhance graphics by using layers, layer masks, and other advanced photo-editing features.
Intermediate PHP and MySQL	Technology|Computer Programming	Learn how to create a dynamic, interactive online store using advanced PHP techniques and a MySQL database server.
Intermediate QuickBooks 2012	Accounting and Finance|Accounting Software	Discover how to use the advanced features in QuickBooks to gain more control over how you manage your company's accounting files, lists, and inventory.
Intermediate QuickBooks 2013	Accounting and Finance|Accounting Software	Master the advanced features of QuickBooks and learn to manage multiple company files, create customer statements, enter price levels for inventory, and much more.
Intermediate QuickBooks 2014	Accounting and Finance|Accounting Software	Master the advanced features of QuickBooks and learn to manage multiple company files, create customer statements, enter price levels for inventory, and much more.
Intermediate QuickBooks 2015	Accounting and Finance|Accounting Software	This course covers QuickBooks' more advanced features and applications, including how to enter price levels for inventory, track discounts and credits, and manage journal entries.
Intermediate SQL	Technology|Database Management	Expand your knowledge of Structured Query Language (SQL), the industry standard database programming language.
Intermediate Visual Basic	Technology|Computer Programming	Gain in-demand VB skills writing sophisticated Windows programs that access and modify business databases.
Interpersonal Communication	Business|Business Communication	Become aware of the conscious and unconscious codes of meaning we send when communicating with others.
Introduction to Adobe Acrobat X	Computer Applications|Adobe	Learn how to use Adobe Acrobat X to create PDF files and take advantage of its many time-saving features, communication options, and forms.
Introduction to Adobe Edge Animate	Computer Applications|Adobe	Learn how to use Edge Animate, Adobe's tool for creating graphics, animation, and interactive content for the Web and mobile devices.
Introduction to Ajax Programming	Technology|Computer Programming	Learn Ajax programming and discover how to use the technologies that comprise Ajax (HTML, JavaScript, XML, PHP, and more) to create Web applications with desktop-like performance.
Introduction to Algebra	College Readiness|Math	Understand how algebra is relevant to almost every aspect of your daily life, and become skilled at solving a variety of algebraic problems.

Course	Category	Description
Introduction to ASP.NET	Technology|Computer Programming	Learn how to create powerful, interactive, community-based Web sites with ASP.NET.
Introduction to Biology	College Readiness|Science	Learn how cells and DNA determine the structure and function of the human body and get a foundation for a career in the healthcare or medical professions.
Introduction to Business Analysis	Business|General Business Skills	Learn powerful techniques to improve your decision-making skills at work.
Introduction to C# Programming	Technology|Computer Programming	Learn the fundamentals of computer programming with the new C# programming language.
Introduction to C++ Programming	Technology|Computer Programming	Learn to program in C++, even if you have no prior programming experience!
Introduction to Camtasia Studio 8	Design and Composition|Multimedia	Learn to record, edit, and produce effective screen-capture videos using Camtasia Studio.
Introduction to Chemistry	College Readiness|Science	Gain a solid foundation in the basics of chemistry and see how everything that goes on in your body depends on a chemical reaction.
Introduction to CorelDRAW X5	Computer Applications|Other Applications	Learn to draw with confidence, using CorelDRAW to design professional newsletters, greeting cards, web graphics, logos, and amazing works of art created from your own photos.
Introduction to Criminal Law	Law and Legal|Criminal Law	An in-depth look at criminal law and the real world of prosecutors, defense attorneys, and the paralegals who work closely with them.
Introduction to Crystal Reports	Accounting and Finance|Accounting Software	Learn how to use Crystal Reports to create attractive business documents that are easy to read and understand.
Introduction to CSS3 and HTML5	Design and Composition|Web Design	Learn to create state-of-the-art Web sites using modern CSS3 and HTML5 techniques.
Introduction to Database Development	Technology|Database Management	An experienced professional guides you through a structured approach to database design and development.
Introduction to Digital Scrapbooking	Computer Applications|Adobe	Learn how to make the most of your scrapbooking talents and artistic ideas when you combine digital and traditional scrapbooking techniques.
Introduction to Dreamweaver CS6	Computer Applications|Adobe	Learn to create Web pages, layouts, and websites using CSS formatting options and other tools with Adobe's industry-standard Web design application.
Introduction to Final Cut Pro X	Design and Composition|Multimedia	Make the leap from home video enthusiast to professional video editor using Apple's revolutionary Final Cut Pro X editing software.
Introduction to Flash CS6	Computer Applications|Adobe	Learn the fundamentals of using Adobe Flash CS6 to create engaging Web pages, mobile apps, Flash movies, animation, graphics, and interactive applications.

Course	Category	Description
Introduction to Google Analytics	Business|Sales and Marketing	Learn how to track and generate traffic to your website, create reports, and analyze data with Google's free, state-of-the-art Web analytics tools.
Introduction to Guitar	Language and Arts|Arts	Master basic guitar skills and become the musician you've always wanted to be.
Introduction to Illustrator CS6	Computer Applications|Adobe	Learn to design and draw vector art, work with shape gradients, and manipulate color images using Adobe Illustrator CS6.
Introduction to InDesign CC	Computer Applications|Adobe	Learn how to use Adobe InDesign CC software to create professional-quality letterhead, brochures, forms, eBooks, business materials and more.
Introduction to InDesign CS6	Computer Applications|Adobe	Learn how to use Adobe InDesign CS6, the industry-standard desktop publishing software program, to design professional-quality letterheads, brochures, eBooks, and more.
Introduction to Interior Design	Business|Start Your Own Business	Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.
Introduction to Internet Writing Markets	Business|Start Your Own Business	A professional writer shows you how to make money writing on the Internet.
Introduction to Java Programming	Technology|Computer Programming	An experienced Java programmer introduces important Java topics with clear, step-by-step instructions.
Introduction to JavaScript	Design and Composition|Web Design	Build on your knowledge of HTML and CSS by learning to add interactivity to your Web pages with JavaScript code and jQuery.
Introduction to Journaling	Language and Arts|Creative Writing	Discover how journaling can help you learn more about yourself, explore your dreams, values, and beliefs, improve your health, survive unwanted change, succeed in your career, and express your creativity.
Introduction to Lightroom 4	Computer Applications|Adobe	Learn how to use the tools in Adobe Photoshop Lightroom 4 to organize and edit your images and develop an efficient image processing workflow.
Introduction to Lightroom 5	Computer Applications|Adobe	Learn how to use the tools in Adobe Photoshop Lightroom 5 to organize and edit your images, fine-tune lighting and color, and develop an efficient image processing workflow.
Introduction to Microsoft Access 2007	Business|Sales and Marketing	Learn how Microsoft's powerful database can help you store and manage information you've collected about your business, home, or community.
Introduction to Microsoft Access 2010	Business|Sales and Marketing	Learn to build, edit, and maintain a database in Access 2010, using tables, reports, forms, and queries to give you fast access to all your important information.
Introduction to Microsoft Access 2013	Business|Sales and Marketing	Learn to build, edit, and maintain a database in Microsoft Access 2013, complete with tables, reports, forms, macros, and queries to give you fast access to all your important information.

Course	Category	Description
Introduction to Microsoft Excel 2007	Accounting and Finance|Accounting Software	Work with numbers? You need to know Excel. Learn the secrets of this powerful application.
Introduction to Microsoft Excel 2010	Accounting and Finance|Accounting Software	Become proficient in using Microsoft Excel 2010 and discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently.
Introduction to Microsoft Excel 2013	Accounting and Finance|Accounting Software	Become proficient in using Microsoft Excel 2013 and discover countless shortcuts, tricks, and features for creating and formatting worksheets quickly and efficiently.
Introduction to Microsoft Outlook 2010	Business|Business Software	Take control over your meetings, emails, and to-do lists by mastering the essentials of Microsoft Outlook 2010.
Introduction to Microsoft Outlook 2013	Business|Business Software	Get up to speed with the latest developments in Outlook, including how to manage your email, calendar, and contacts and how to get the most out of program tools such as Search Folders and Quick Steps.
Introduction to Microsoft PowerPoint 2010	Business|Business Software	Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, and hyperlinks.
Introduction to Microsoft PowerPoint 2013	Business|Business Software	Learn how to use Microsoft PowerPoint 2013 to create animated presentations formatted with color, text, pictures shapes, charts, and text and object hyperlinks.
Introduction to Microsoft Project 2010	Business|Business Software	Discover how to effectively plan, implement, and control projects using Microsoft Project 2010, the world's most popular project management software.
Introduction to Microsoft Project 2013	Business|Business Software	Discover how to effectively plan, implement, manage, and control projects using the world's most popular project management software.
Introduction to Microsoft Publisher 2010	Business|Sales and Marketing	Learn how to design professional publications, including newsletters, fliers, and brochures, with Microsoft Publisher 2010.
Introduction to Microsoft Publisher 2013	Business|Sales and Marketing	Learn how to design professional publications, including newsletters, fliers, and brochures, with Microsoft Publisher 2013.
Introduction to Microsoft Word 2007	Business|Business Software	Learn how to create and modify documents with the world's most popular word processor.
Introduction to Microsoft Word 2010	Business|Business Software	Learn how to create and modify documents using Microsoft Word 2010, the world's most popular word processing program.
Introduction to Microsoft Word 2011 for Mac	Business|Business Software	Learn to use the world's most popular word processor for creating documents and formatting text, now available on the Macintosh.
Introduction to Microsoft Word 2013	Business|Business Software	Master the basic features of this powerful word-processing program to professionally type, edit, and format text, and spell check and print documents.
Introduction to Natural Health and Healing	Health Care and Medical|Alternative Medicine	Learn how to promote wellness, balance, and health in all aspects of your daily life.

Introduction to Networking	Technology|Networking and Communications	Learn the fundamentals of networking and prepare for a career in a new and fast-growing field.
Introduction to Nonprofit Management	Business|Nonprofit	Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors.
Introduction to Oracle	Technology|Database Management	Learn how to use the Oracle database management system to plan, organize, and manage your data.
Introduction to PC Security	Technology|Security	Security expert teaches the fundamentals of PC and network security.
Introduction to PC Troubleshooting	Technology|Computer Fundamentals	Learn to decipher and solve almost any problem with your PC.
Introduction to Photoshop CC	Computer Applications|Adobe	Learn how to use Adobe Photoshop CC, the world's best graphics program, to edit and process photos and create original images.
Introduction to Photoshop CS5	Computer Applications|Adobe	Learn how to use Adobe Photoshop CS5, the world's best graphics program, to edit and process photos and create original images.
Introduction to Photoshop CS6	Computer Applications|Adobe	Learn how to use Photoshop CS6, the world's best graphics program for photographers, to edit photos and create original images.
Introduction to PHP and MySQL	Technology|Computer Programming	Learn how to create dynamic, interactive Web sites using PHP and a MySQL database server.
Introduction to Programming	Technology|Computer Fundamentals	Take your first steps toward a career as a computer programmer as you master basic programming concepts and get hands-on practice in writing applications containing GUIs, sound, and graphics.
Introduction to Python 2.5 Programming	Technology|Computer Programming	Learn the fundamentals of computer programming in Python with topics that include basic decisions and loops, advanced data structures, object-oriented programming, and graphical user interfaces.
Introduction to Python 3 Programming	Technology|Computer Programming	Enhance your résumé by adding Python to your programming skills.
Introduction to QuickBooks 2012	Accounting and Finance|Accounting Software	Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.
Introduction to QuickBooks 2013	Accounting and Finance|Accounting Software	Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.
Introduction to QuickBooks 2014	Accounting and Finance|Accounting Software	Gain control of your business as you learn to use this powerful accounting software to create and print invoices, track your payables and receivables, and more.
Introduction to QuickBooks 2015	Accounting and Finance|Accounting Software	Learn how to quickly and efficiently gain control over the financial aspects of your business using this powerful software program.

Course	Category	Description
Introduction to Screenwriting	Language and Arts|Creative Writing	Learn everything you need to know to write a great script, from structure, character creation, and dialogue to marketing and selling your screenplay.
Introduction to SQL	Technology|Database Management	Gain a solid working knowledge of the most powerful and widely used database programming language.
Introduction to Statistics	College Readiness|Math	Improve your understanding of data and learn how to develop graphs and charts so you can use this information to make better decisions.
Introduction to Stock Options	Accounting and Finance|Personal Finance and Investments	Learn how stock options can protect your portfolio and help you profit in any type of market.
Introduction to Visual Basic	Technology|Computer Programming	Learn how to write code for Windows applications using the Visual Basic programming language and development environment.
Introduction to Windows 7	Business|General Business Skills	Get up to speed quickly on Microsoft Windows 7 with this fun and easy hands-on course for beginners.
Introduction to Windows 8	Business|General Business Skills	Learn how get the most from the Microsoft Windows 8 operating system, including managing apps, programs, photos, files, and folders.
Introduction to XML	Technology|Computer Fundamentals	Master the essentials of programming in XML and learn to control formatting, display graphics, manage XML documents, and much more.
Jump-Start Your Career With LinkedIn	Business|Business Communication	Learn how to use LinkedIn, a free and popular job search and career development tool, and gain the power of the Internet to expand your professional network.
Keyboarding	Technology|Computer Fundamentals	Learn how to touch-type or improve your existing typing skills using Keyboarding Pro 5.
Keys to Effective Communication	Business|Business Communication	Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.
Keys to Successful Money Management	Accounting and Finance|Personal Finance and Investments	Certified financial planner shows you how most wealthy people build their fortunes.
Leadership	Business|Management and Leadership	Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.
Learn to Buy and Sell on eBay	Business|Start Your Own Business	Auction pros teach you how to work from home or earn extra income by buying and selling goods online.
Legal Nurse Consulting	Health Care and Medical|Ethics, Law, and Compliance	Begin a new career by helping attorneys understand and resolve medical cases and claims.

Title	Category	Description
Listen to Your Heart, and Success Will Follow	Personal Development|Job Search	Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.
Lose Weight and Keep It Off	Personal Development|Health and Wellness	Discover how to establish a healthy approach to successful weight loss and weight maintenance for a lifetime.
LSAT Preparation - Part 1	Law and Legal|LSAT Preparation	Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills (course 1 of 2).
LSAT Preparation - Part 2	Law and Legal|LSAT Preparation	Improve your reading comprehension and logical reasoning skills, and discover proven approaches for selecting correct exam answers (course 2 of 2).
Luscious, Low-Fat, Lightning-Quick Meals	Personal Development|Children, Parents, and Family	Join a registered dietitian and discover how easy it can be to prepare meals that are both delicious and nutritious!
Mac, iPhone, and iPad Programming	Technology|Computer Programming	Learn to create Mac, iPhone, and iPad apps and programs using Objective-C and the Xcode compiler.
Making the Most of Learner Dictionaries (British Edition)		Help your English learners make the most of an important reference and learning tool.
Managing Customer Service	Business|Management and Leadership	Become indispensable to any organization by understanding how to identify and meet customer needs.
Managing Life as a Single Parent	Personal Development|Children, Parents, and Family	Get the insights, resources, strategies, and support every single mom and dad needs for doing the toughest job on earth—parenting children on your own.
Manufacturing Applications	Business|General Business Skills	Increase efficiencies and productivity by learning to apply the principles and concepts of manufacturing.
Manufacturing Fundamentals	Business|General Business Skills	Learn the basic skills required to work in the manufacturing field.
Marketing Your Business on the Internet	Business|Sales and Marketing	Develop an Internet marketing plan for your business that incorporates SEO, advertising, email, social media, and more.
Marketing Your Nonprofit	Business|Nonprofit	Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.
Marriage and Relationships: Keys to Success	Personal Development|Children, Parents, and Family	Getting married is just the first step! Learn how to build a solid foundation for a healthy partnership that will last far beyond ""I do.""
Mastering Public Speaking	Business|Management and Leadership	Learn the secrets of effective public speaking and small group communication.

Mastering Your Digital SLR Camera	Design and Composition|Digital Photography	Take your photography to the next level with your digital SLR camera by learning how to master lenses, apertures, shutter speed, exposure settings, and more.
Mastery of Business Fundamentals	Business|General Business Skills	Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.
Math Refresher	College Readiness|Math	Gain confidence in your basic math skills and start using math to your advantage.
Medical Math	College Readiness|Math	Master the math skills you need to succeed in the medical field.
Medical Terminology: A Word Association Approach	Health Care and Medical|Ancillary	Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.
Merrill Ream Speed Reading	Personal Development|Personal Enrichment	Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension.
Microsoft PowerPoint 2013 in the Classroom	Teaching and Education|Classroom Computing	In this course for teachers, you'll learn how to motivate students and enrich lessons by bringing Microsoft PowerPoint 2013 presentations into your classroom.
Music Made Easy	Language and Arts|Arts	Learn the fundamentals of music theory. Be able to read, write, and play simple music.
Mystery Writing	Language and Arts|Creative Writing	Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful author.
Navigating Divorce	Personal Development|Children, Parents, and Family	Learn how to navigate the legal, financial, emotional, and interpersonal waters of the divorce process and emerge grounded and healthy.
Nonprofit Fundraising Essentials	Business|Grant Writing	Learn the basics of fundraising for nonprofit organizations, from annual and special fund drives to more advanced projects involving corporate and foundation relations, major gifts, and planned giving.
Performing Payroll in QuickBooks 2012	Accounting and Finance|Accounting Software	Learn how to use QuickBooks 2012 to create paychecks, pay tax liabilities, and produce forms and reports.
Performing Payroll in QuickBooks 2013	Accounting and Finance|Accounting Software	Learn how to use QuickBooks 2013 to create paychecks, pay tax liabilities, and produce forms and reports.
Performing Payroll in QuickBooks 2014	Accounting and Finance|Accounting Software	Learn how to use QuickBooks 2014 to create paychecks, pay taxes, generate forms, and produce dazzling reports.
Performing Payroll in QuickBooks 2015	Accounting and Finance|Accounting Software	Learn how to use QuickBooks 2015 to create paychecks, pay taxes, produce job costing reports, and generate forms and reports quickly and easily.

Personal Finance	Accounting and Finance|Personal Finance and Investments	Protect your assets and discover how best to achieve all your financial goals.
Photographing Nature with Your Digital Camera	Design and Composition|Digital Photography	Learn how to use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots.
Photographing People With Your Digital Camera	Design and Composition|Digital Photography	Learn to take beautiful pictures of adults, children, and babies.
Photoshop CC for the Digital Photographer	Computer Applications|Adobe	Learn how to use Adobe Photoshop Creative Cloud (also called Photoshop CC) to edit and enhance your photographic images.
Photoshop CC for the Digital Photographer II	Computer Applications|Adobe	If you already know the basics of Photoshop CC, take your photo-editing skills to the next level by mastering its advanced features.
Photoshop CS6 for the Digital Photographer	Computer Applications|Adobe	Learn how to use the tools and techniques of Adobe's Photoshop CS6 to edit and enhance your photographic images.
Photoshop CS6 for the Digital Photographer II	Computer Applications|Adobe	If you already know the basics of Photoshop CS6, take your photo-editing skills to the next level by mastering its advanced features and techniques.
Photoshop Elements 11 for the Digital Photographer	Computer Applications|Adobe	Learn how to use Adobe Photoshop Elements 11 to successfully edit and fix your photos and images.
Photoshop Elements 11 for the Digital Photographer II	Computer Applications|Adobe	Master the advanced features of Adobe's Photoshop Elements 11, and learn to edit and enhance digital images, restore old photos, and merge images.
Photoshop Elements 12 for the Digital Photographer	Computer Applications|Adobe	Learn how to use Adobe Photoshop Elements 12 to successfully edit and fix your photos and digital images.
Photoshop Elements 12 for the Digital Photographer II	Computer Applications|Adobe	Master the advanced features of Adobe's Photoshop Elements 12, and learn to edit and enhance digital images, restore old photos, and merge images.
Photoshop Elements 13 for the Digital Photographer	Computer Applications|Adobe	Learn how to use the tools and features of Adobe Photoshop Elements 13 for editing and fixing your digital photos and images.
Photoshop Elements 13 for the Digital Photographer II	Computer Applications|Adobe	Master the advanced features of Adobe's Photoshop Elements 13, and learn to edit and enhance digital images, restore old photos, and merge images.
PMP ? Certification Prep 1	Business|Project Management	Begin a well-paying career as a project manager by preparing to take--and pass--the PMP® certification exam.
PMP ? Certification Prep 2	Business|Project Management	Prepare to take--and pass--the Project Management Institute's PMP® certification exam.

Course	Category	Description
Practical Ideas for the Adult ESL/EFL Classroom	Language and Arts|Languages	Learn ESL teaching strategies for fostering a more successful learning environment for your adult ESL/EFL students, as well as how to create activities that build a bridge from the classroom to the real world.
Praxis Core Preparation	Teaching and Education|Test Prep	Develop the knowledge and skills you need to pass the Praxis Core Exam as you review and prepare for everything the test includes.
Prepare for the GED? Math Test	College Readiness|Math	Master the skills you'll need to pass the Mathematical Reasoning module in the 2014 GED® test series.
Prepare for the GED? Test	College Readiness|Test Prep	Want to pass the GED® test? This course will help you develop the skills you'll need to succeed.
Professional Sales Skills	Business|Sales and Marketing	Discover how to begin a successful and rewarding career in sales.
Project Management Applications	Business|Project Management	Experienced project manager teaches you tricks of the project management trade.
Project Management Fundamentals	Business|Project Management	Gain the skills you'll need to succeed in the fast-growing field of project management.
Publish and Sell Your E-Books	Language and Arts|Creative Writing	Learn how to use free tools to publish an e-book, and then list and sell your e-books in the world's largest online bookstores.
Purchasing Fundamentals	Business|General Business Skills	Improve your company’s bottom line by mastering the fundamentals of purchasing.
Pursuing Professional Development		This course will discuss what professional development is and why it is important for all teachers.
QuickBooks 2012 for Contractors	Accounting and Finance|Accounting Software	Learn how to best utilize the Premier Contractor Edition of QuickBooks 2012 to create custom contract estimates, track time and materials, generate powerful reports, and maximize efficiencies.
QuickBooks 2013 for Contractors	Accounting and Finance|Accounting Software	Learn how to use the Premier Contractor Edition of QuickBooks 2013 for your construction business to create contract estimates, perform time tracking and job costing, bill your clients, and much more.
QuickBooks 2015 for Contractors	Accounting and Finance|Accounting Software	Learn how to use the Premier Contractor Edition of QuickBooks 2015 for your construction business to create contract estimates, perform time tracking and job costing, generate powerful reports, and much more.
QuickBooks for Contractors 2014	Accounting and Finance|Accounting Software	Learn how to use the Premier Contractor Edition of QuickBooks 2014 for your construction business to create contract estimates, perform time tracking and job costing, generate powerful reports, and much more.

Course	Category	Description
Ready, Set, Read!	Personal Development|Children, Parents, and Family	A learning specialist shows you how to raise a successful reader and writer.
Real Estate Investing	Accounting and Finance|Personal Finance and Investments	Build and protect your wealth by investing in real estate.
Real Estate Law	Law and Legal|General Law	Learn the basics of real estate law, including investing, title searching, and mortgages.
Research Methods for Writers	Language and Arts|Creative Writing	Learn the most efficient and effective methods to conduct research for any writing project.
Response to Intervention: Reading Strategies That Work	Personal Development|Children, Parents, and Family	Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need.
Responsive Web Design	Design and Composition|Web Design	Learn to build fully responsive websites optimized for mobile devices, smartphones, tablets, and desktop viewing environments.
Resume Writing Workshop	Personal Development|Job Search	Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews.
Romance Writing	Language and Arts|Creative Writing	Whether you're a new or experienced writer, this course will teach you the skills you need to write a romance novel that will make readers swoon.
SAT/ACT Preparation - Part 1	College Readiness|Test Prep	Master the reading, writing, English, and science questions on the ACT and new SAT.
SAT/ACT Preparation - Part 2	College Readiness|Test Prep	Master the math questions on the ACT and new SAT.
Secrets of Better Photography	Design and Composition|Digital Photography	Learn how to take better pictures by understanding your camera and how to use it in a variety of situations.
Secrets of the Caterer	Business|Start Your Own Business	Learn cooking and business secrets from a professional caterer.
Singapore Math Strategies: Advanced Model Drawing for Grades 6-9	Personal Development|Children, Parents, and Family	Master model drawing, a revolutionary technique for teaching middle school math students how to triumph over word problems and learn to love math.
Singapore Math Strategies: Model Drawing for Grades 1-6	Personal Development|Children, Parents, and Family	In this professional development course for teachers, you'll get the training you need to start teaching model drawing, the powerful Singapore Math strategy that gives word problems a visual context.
Singapore Math: Number Sense and Computational Strategies	Personal Development|Children, Parents, and Family	In this teacher training course, you'll learn Singapore's innovative and practical strategies for solving addition, subtraction, multiplication, and division problems.

Six Sigma: Total Quality Applications	Business|General Business Skills	Learn to apply the elements and methods of Six Sigma to achieve the highest possible quality.
Skills for Making Great Decisions	Personal Development|Personal Enrichment	Learn how to make excellent everyday decisions from an experienced counselor and life coach.
Small Business Marketing on a Shoestring	Business|Sales and Marketing	Discover small business marketing strategies that can help you attract attention, woo your target audience, grow your customer base, and expand your profits—all for little or no money.
Solving Classroom Discipline Problems	Teaching and Education|Tools for Teachers	Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.
Solving Classroom Discipline Problems II	Teaching and Education|Tools for Teachers	In this professional development course, you'll get the teacher training you need to deal effectively with serious discipline problems and help even the most challenging students you're teaching make more responsible choices.
Spanish for Law Enforcement	Language and Arts|Languages	Master the fundamentals of the Spanish language by practicing basic conversational skills and learning essential Spanish terminology for law enforcement situations.
Spanish for Medical Professionals	Health Care and Medical|Health Information Management	Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.
Spanish for Medical Professionals II	Health Care and Medical|Health Information Management	Build on your foundation of Spanish for healthcare providers by learning medical terminology and phrases from a variety of medical fields as well as Spanish grammar.
Start a Pet Sitting Business	Business|Start Your Own Business	Discover how to translate your love of animals into a fun and profitable career.
Start and Operate Your Own Home-Based Business	Business|Start Your Own Business	An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.
Start Your Own Arts and Crafts Business	Business|Start Your Own Business	Learn how to start your own arts and crafts business from a professional artist.
Start Your Own Edible Garden	Personal Development|Health and Wellness	Learn how to grow delicious, nutritious fruit and vegetables in your own backyard.
Start Your Own Gift Basket Business	Business|Start Your Own Business	Express your creativity in a fun and profitable way, by starting a home-based business as a gift basket designer.

Start Your Own Small Business	Business|Start Your Own Business	Stop dreaming and learn how to start your own successful small business.
Starting a Consulting Practice	Business|Start Your Own Business	Find out how you can earn income by sharing your training or knowledge with others.
Starting a Nonprofit	Business|Nonprofit	Industry veteran shows you how to take a nonprofit business from vision to reality.
Stocks, Bonds, and Investing: Oh, My!	Accounting and Finance|Personal Finance and Investments	Learn how to make wise investment decisions so that you have enough money to live comfortably through your retirement.
Supply Chain Management Fundamentals	Business|Management and Leadership	Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations.
Survival Kit for New Teachers	Teaching and Education|Tools for Teachers	Veteran instructor shares the secrets for success in your first years of teaching.
Teaching Adult Learners	Teaching and Education|Tools for Teachers	Learn powerful techniques for reaching and motivating adult learners in today’s student-centered classroom.
Teaching ESL/EFL Grammar	Language and Arts|Languages	Learn new methods for teaching English grammar that will both engage and challenge ESL/EFL students.
Teaching ESL/EFL Reading	Language and Arts|Languages	Discover practical techniques and methods for teaching reading in any ESL or EFL environment that will help you become a more confident and effective reading teacher.
Teaching ESL/EFL Vocabulary	Language and Arts|Languages	Discover what makes a well-balanced vocabulary course when you're teaching ESL and how to plan one that truly meets your students' needs.
Teaching High School Students	Teaching and Education|Tools for Teachers	Master the latest teaching strategies to help you reach high school students, including differentiated instruction and classroom management.
Teaching Math: Grades 4-6	Teaching and Education|Mathematics	Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.
Teaching Preschool: A Year of Inspiring Lessons	Personal Development|Children, Parents, and Family	In this course on teaching preschoolers, you'll learn how to come up with creative and balanced preschool lesson plans for every month of the school year.
Teaching Science: Grades 4-6	Teaching and Education|Science	Increase your effectiveness as a science teacher for children in fourth through sixth grades.

Teaching Smarter With SMART Boards	Teaching and Education|Classroom Computing	Master the use of SMART Board and SMART Notebook technology so you can create powerful interactive lessons that capture your students’ attention.
Teaching Students With ADHD	Teaching and Education|Tools for Teachers	Learn practical strategies for helping children with attention deficit hyperactivity disorder (ADHD) succeed in school.
Teaching Students With Autism: Strategies for Success	Teaching and Education|Tools for Teachers	Help your students with high-functioning autism and Asperger's Syndrome unlock their potential in the classroom.
Teaching Students With Learning Disabilities	Personal Development|Children, Parents, and Family	Learn how to successfully meet the diverse needs of students with learning disabilities in your classroom.
Teaching Writing: Grades 4-6	Teaching and Education|Reading and Writing	In this teacher-training course, you'll learn from an experienced educator how to motivate and assist developing writers.
Teaching Writing: Grades K-3	Personal Development|Children, Parents, and Family	Learn how to nurture student writers in the early elementary classroom.
The Analysis and Valuation of Stocks	Personal Development|Personal Finance and Investments	Discover valuable techniques that show you step-by-step how to research and value stocks.
The Craft of Magazine Writing	Language and Arts|Creative Writing	If you're a determined new writer, this class will provide you with the skills you need to get published.
The Creative Classroom	Teaching and Education|Tools for Teachers	Enrich your teaching talents and encourage your students' creative thinking as you learn to turn your classroom into a creative classroom.
The Differentiated Instruction and Response to Intervention Connection	Teaching and Education|Tools for Teachers	Learn how to combine two powerful educational approaches—Differentiated Instruction and Response to Intervention—so you can enable every student in your classroom to succeed.
The Keys to Effective Editing	Language and Arts|Creative Writing	If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction.
Total Quality Fundamentals	Business|General Business Skills	Learn the basics of total quality management.

Travel Photography for the Digital Photographer	Design and Composition|Digital Photography	Learn the tricks and techniques digital photographers need to capture scenes from around the world and bring them home.
Travel Writing	Language and Arts|Creative Writing	Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books.
Twelve Steps to a Successful Job Search	Personal Development|Job Search	World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.
Understanding Adolescents	Personal Development|Children, Parents, and Family	Uncover the secrets of the adolescent mind. Gain valuable information on how they feel, how their identities develop, and how you can best meet their needs.
Understanding the Cloud	Technology|Networking and Communications	Learn everything you need to truly understand the cloud—including how it works, what drives it, why it's so popular, and how to make the cloud work for you.
Understanding the Human Resources Function	Business|Management and Leadership	Learn to handle basic human resource functions to ensure the best possible results.
Using Social Media in Business	Business|Sales and Marketing	Learn how to use the five most popular social media platforms—Facebook, Twitter, LinkedIn, Pinterest, and Google+—to grow and promote your business.
Using the Internet in the Classroom	Teaching and Education|Classroom Computing	Discover how you can use the Internet to make teaching easier for you and more relevant to your students.
What's New in Microsoft Office 2010	Computer Applications|Microsoft	Get up to speed on MS Office 2010 and learn how to use the new features of Word, Excel, PowerPoint, and Access.
What's New in Microsoft Office 2013	Computer Applications|Microsoft	Get up to speed on the exciting new features of Microsoft Office 2013, including Word, Excel, PowerPoint, Access, Outlook, OneNote, and Publisher.
Where Does All My Money Go?	Accounting and Finance|Personal Finance and Investments	Learn how to get control of your money once and for all.
Wireless Networking	Technology|Networking and Communications	Industry expert shows you how wireless networking works, as well as how to plan, deploy, and connect to wireless networks.
Workers' Compensation	Law and Legal|Business and Corporate	Gain essential skills and a solid understanding of one of the fastest-growing areas in law.
Wow, What a Great Event!	Business|Nonprofit	Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner.
Write and Publish Your Nonfiction Book	Writing and Publishing|Creative Writing	Become a professional author or advance your career by learning to write, edit, and publish nonfiction books of all types.

Write Effective Web Content	Technology|Web Technology	Learn how to write Web content and produce multimedia elements to make your website or blog a must-visit site on the Internet.
Write Fiction Like a Pro	Language and Arts|Creative Writing	A published author teaches you how professional writers use story outlines to structure any type of story.
Write Your Life Story	Language and Arts|Creative Writing	Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others.
Writeriffic: Creativity Training for Writers	Language and Arts|Creative Writing	Banish writer's block forever with these tricks from the published writer's toolbox.
Writing Effective Grant Proposals	Business|Grant Writing	Learn to prepare grant proposals that get solid results for your favorite organization or charity.
Writing Essentials	Business|Business Communication	Master the essentials of writing so you can excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.
Writing for Children	Language and Arts|Creative Writing	Published children's author shows you how to touch the hearts of children by creating books for them.
Writing for ESL	Language and Arts|Creative Writing	Learn how to write in English more effectively to succeed in college and at work.
Writing the Fantasy Novel	Writing and Publishing|Creative Writing	This is the perfect course for anyone who's ever thought about becoming a fantasy fiction writer.
Writing Young Adult Fiction	Language and Arts|Creative Writing	Develop your own young adult novel and learn how to break into one of today's hottest publishing markets.