

## Merced College and ed2go Career Training Program Listing

PRODUCT TITLE	DESCRIPTION	CATEGORY	Price
A to Z Grant Writing	Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.	Business Grant Writing	\$ 99.00
Accounting Fundamentals	Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.	Accounting and Finance Accounting Fundamentals	\$ 99.00
Accounting Fundamentals II	Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.	Accounting and Finance Accounting Fundamentals	\$ 99.00
Achieving Success with Difficult People	Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.	Business Management and Leadership	\$ 99.00
Achieving Top Search Engine Positions	Learn proven, step-by-step strategies to achieve higher positions with major search engines.	Business Sales and Marketing	\$ 99.00
Administrative Assistant Applications	Certified Administrative Professional exam and begin a rewarding career as an administrative assistant.	Business General Business Skills	\$ 99.00
Administrative Assistant Fundamentals	Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.	Business General Business Skills	\$ 99.00
Advanced CompTIA A+ Certification Prep	select, install, and service video, sound, and portable computers, and how to network, secure, and troubleshoot.	Technology Certificate Prep	\$ 119.00
Advanced CSS3 and HTML5	Learn how to use exciting new features in CSS3 and HTML5 to design animated interactive websites for desktops, laptops, and mobile devices.	Design and Composition Web Design	\$ 99.00
Advanced Fiction Writing	Explore advanced fiction writing techniques with a published novelist.	Language and Arts Creative Writing	\$ 99.00

Advanced Grant Proposal Writing	Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.	Business Grant Writing	\$	99.00
Advanced Microsoft Excel 2007	Discover the advanced features and functions of Microsoft Excel 2007 and find out everything this powerful program can do for you.	Accounting and Finance Accounting Software	\$	99.00
Advanced Microsoft Excel 2010	Discover the advanced features and functions of Microsoft Excel 2010, including data analysis tools, database techniques, and advanced methods for using PivotTables.	Accounting and Finance Accounting Software	\$	99.00
Advanced Microsoft Excel 2013	Master advanced features and functions of Microsoft Excel 2013, including analysis tools, data tables, PivotTables, and conditional formatting.	Accounting and Finance Accounting Software	\$	99.00
Advanced PC Security	Use ethical hacking techniques to locate and close security holes in your own network.	Technology Security	\$	99.00
Advanced Web Pages	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.	Design and Composition Graphic Design	\$	99.00
An Introduction to Teaching ESL/EFL	Learn how to be an effective English language teacher from an expert in the field.	Language and Arts Languages	\$	99.00
Assisting Aging Parents	Be prepared to handle the challenges you and your parents will face in the coming years, while learning to cherish the transition.	Personal Development Children, Parents, and Family	\$	99.00
Basic CompTIA A+ Certification Prep	Start preparing for CompTIA A+ certification as you learn PC basics and troubleshoot in a real world PC environment.	Technology Certificate Prep	\$	99.00
Become a Physical Therapy Aide	Prepare for a rewarding career as a valued member of the physical therapy team.	Healthcare and Medical Ancillary	\$	99.00
Become a Veterinary Assistant	Practicing veterinarian prepares you to work in a veterinary office or hospital.	Healthcare and Medical Veterinary	\$	99.00
Become a Veterinary Assistant II: Canine Reproduction	Practicing veterinarian teaches you to manage the entire canine breeding cycle, from assessing the health of parents to puppy care.	Healthcare and Medical Veterinary	\$	99.00
Become a Veterinary Assistant III: Practical Skills	Learn the practical skills you'll need to be a valuable veterinary assistant or educated pet owner.	Healthcare and Medical Veterinary	\$	99.00

Become an Optical Assistant	Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.	Healthcare and Medical Ancillary	\$ 99.00
Becoming a Grant Writing Consultant	Increase your income while working from home by starting a grant writing consulting business.	Business Grant Writing	\$ 99.00
Beginner's Guide to Getting Published	Published writer shows you how to give yourself the credibility you need to get your books and articles published.	Language and Arts Publishing	\$ 99.00
Beginning Conversational French	Discover how easy it can be to learn common words and phrases for both leisure and business.	Language and Arts Languages	\$ 99.00
Beginning Writer's Workshop	Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.	Language and Arts Creative Writing	\$ 99.00
Blogging and Podcasting for Beginners	Learn how to create your very own blog and add a podcast too using the tools that you already have available on your computer.	Teaching and Education Classroom Computing	\$ 99.00
Building Teams That Work	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 Business Communication	\$ 99.00
Business and Marketing Writing	Write great marketing copy to improve your company's image and your chances of getting hired or promoted.	Business Sales and Marketing	\$ 99.00
Business Finance for Non-Finance Personnel	This course will help you understand business environments, financial statements, and strategy so you can make more profitable business and personal financial decisions.	Business General Business Skills	\$ 99.00
Certificate in Brain Health	(10 contact hours) 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.	Healthcare and Medical Alternative Medicine	\$ 99.00
Certificate in Complementary and Integrative Health	(24 contact hours) Enhance your professional marketability by gaining a broad understanding of complementary and integrative health care options.	Healthcare and Medical Alternative Medicine	\$ 229.00
Certificate in End of Life Care	(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.&nbsp;	Healthcare and Medical Health Care Certificate	\$ 199.00

Certificate in Food, Nutrition, and Health	(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.	Healthcare and Medical Health Care Certificate	\$ 99.00
Certificate in Gerontology	(25 contact hours) Earn a certificate proving you with the skills required to meet the health care needs of a rapidly aging population.	Healthcare and Medical Health Care Certificate	\$ 209.00
Certificate in Healing Environments	(16 contact hours) 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.	Healthcare and Medical Alternative Medicine	\$ 99.00
Certificate in Healthy Aging	(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.	Healthcare and Medical Health Care Certificate	\$ 99.00
Certificate in Holistic and Integrative Health	(33 contact hours) Explore the exciting, growing field of holistic and integrative health in this comprehensive certificate program designed for health care professionals and consumers.	Healthcare and Medical Health Care Certificate	\$ 304.00
Certificate in Holistic and Integrative Health: Foundations 1	(14 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.	Healthcare and Medical Health Care Certificate	\$ 120.00
Certificate in Holistic and Integrative Health: Foundations 2	(10 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.	Healthcare and Medical Health Care Certificate	\$ 120.00
Certificate in Holistic and Integrative Health: Foundations 3	(9 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.	Healthcare and Medical Health Care Certificate	\$ 99.00
Certificate in Integrative Mental Health	(20 contact hours) This groundbreaking certificate program offers a holistic, integrative approach to treating mental health problems.	Healthcare and Medical Health Care Certificate	\$ 144.00

Certificate in Meditation	(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.	Healthcare and Medical Alternative Medicine	\$ 68.00
Certificate in Pain Assessment and Management	(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.	Healthcare and Medical Health Care Certificate	\$ 189.00
Certificate in Perinatal Issues	(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.	Healthcare and Medical Health Care Certificate	\$ 144.00
Certificate in Spirituality, Health, and Healing	(25 contact hours) Enhance your professional marketability by recognizing the impact spiritual values and beliefs have on health and healing.	Healthcare and Medical Alternative Medicine	\$ 229.00
Certificate in Starting Your Own Business in Health and Healing	(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.	Business Start Your Own Business	\$ 99.00
Certificate in Stress Management	(14 contact hours) Explore the physiological, social, and psychological impacts of stress and study modalities to get stress under control.	Healthcare and Medical Alternative Medicine	\$ 99.00
Common Core Standards for English Language Arts K-5	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.	Personal Development Children, Parents, and Family	\$ 99.00
CompTIA? Network+ Certification Prep	Prepare to take and pass the CompTIA Network+ Exam and begin a career as a network tech.	Technology Certificate Prep	\$ 119.00
CompTIA? Security+ Certification Prep 1	Master the terms and concepts you need to pass the CompTIA® Security+ SY0-401 exam and earn your Security+ certificate.	Technology Certificate Prep	\$ 119.00
CompTIA? Security+ Certification Prep 2	Continue to prepare for the CompTIA® Security+ exam as you review the information you need to pass the test and earn this important certification.	Technology Certificate Prep	\$ 134.00

Computer Skills for the Workplace	Gain a working knowledge of the computer skills you'll need to succeed in today's job market.	Business General Business Skills	\$	99.00
Content Literacy: Grades 6-12	Learn practical strategies for incorporating reading, writing, and the other literacy skills outlined in the Common Core State Standards into your content area for adolescent students.	Personal Development Children, Parents, and Family	\$	99.00
Conversational Japanese	Whether you want to learn conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.	Language and Arts Languages	\$	99.00
Creating a Classroom Website	Learn how to create a classroom website and how having one can make you a more effective and dynamic teacher.	Teaching and Education Classroom Computing	\$	99.00
Creating a Successful Business Plan	Turn your business ideas into a solid plan for financing and long-term success.	Business Management and Leadership	\$	99.00
Creating Classroom Centers	Learn how to create engaging, easy-to-maintain classroom center activities that boost independent learning while increasing small-group instruction time.	Teaching and Education Tools for Teachers	\$	99.00
Creating jQuery Mobile Websites With Dreamweaver	Learn how to build mobile-friendly websites for devices such as smartphones and tablets using Dreamweaver and jQuery Mobile.	Design and Composition Web Design	\$	99.00
Creating Mobile Apps with HTML5	Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.	Technology Computer Programming	\$	99.00
Creating the Inclusive Classroom: Strategies for Success	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.	Teaching and Education Tools for Teachers	\$	99.00
Creating Web Pages	Learn the basics of HTML so you can design, create, and post your very own site on the Web.	Design and Composition Graphic Design	\$	99.00
Creating WordPress Websites	Discover how to easily create blogs and websites with the popular, free WordPress.com platform.	Design and Composition Web Design	\$	99.00
Designing Effective Websites	Learn powerful graphic design techniques and build websites that are both attractive and wickedly effective.	Business Sales and Marketing	\$	99.00

Differentiated Instruction in the Classroom	Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.	Teaching and Education Tools for Teachers	\$	99.00
Differentiating K-12 Assessments	Learn effective strategies for differentiating your assessments and empowering every student in your class to succeed.	Teaching and Education Tools for Teachers	\$	99.00
Discover Digital Photography	An informative introduction to the fascinating world of digital photography.	Design and Composition Digital Photography	\$	99.00
Discover Sign Language	Discover the fun of learning sign language and using your hands to communicate with Deaf people.	Language and Arts Languages	\$	99.00
Distribution and Logistics Management	Learn how to improve your company's distribution and logistics management activities, increase customer satisfaction, and improve operational throughput.	Business Management and Leadership	\$	99.00
Drawing for the Absolute Beginner	Gain a solid foundation in drawing and become the artist you've always dreamed you could be!	Language and Arts Arts	\$	99.00
Easy English 1	In this easy and fun course, you'll learn the basic English skills you need for real-life activities including shopping, job-hunting, and handling medical emergencies.	Language and Arts Languages	\$	99.00
Easy English 2	In this easy and fun course, you'll review some basic English skills and build more intermediate-level English skills for real-life activities including using the bank, finding a job or a home, dealing with sicknesses, and making good shopping decisions.	Language and Arts Languages	\$	99.00
Easy English 3	Build on the language skills you mastered in Easy English 2, as you learn to talk about real-life situations including looking for a job, making a budget, buying a home, and taking care of your health.	Language and Arts Languages	\$	99.00
Effective Business Writing	Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.	Business Business Communication	\$	99.00
Effective Selling	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.	Business General Business Skills	\$	99.00

Employment Law Fundamentals	Learn the basics of employment law so you can legally hire, evaluate, and manage employees.	Business Management and Leadership	\$ 99.00
Empowering Students With Disabilities	Explore common disabilities you'll encounter in the classroom and master techniques for promoting academic, behavioral, and social skills in students with special needs.	Personal Development Children, Parents, and Family	\$ 99.00
Enhancing Language Development in Childhood	Enrich the lives of your children by learning fun and natural ways to help them become proficient speakers and thinkers.	Language and Arts Languages	\$ 99.00
Explore a Career as a 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.	Law and Legal Paralegal	\$ 99.00
Explore a Career as a Pharmacy Technician	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).	Healthcare and Medical Ancillary	\$ 99.00
Explore a Career as an Administrative Medical Assistant	Learn all about the in-demand career of medical information management as you explore the job of an administrative medical assistant (AMA) in a doctor's office—from appointment scheduling and chart creation to medical billing and coding.	Healthcare and Medical Ancillary	\$ 99.00
Explore a Career in Medical Coding	Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.	Healthcare and Medical Ancillary	\$ 99.00
Explore a Career in Medical Transcription	Learn how to transcribe the medical reports most often used in healthcare today, and discover how to get started and advance as a medical transcriptionist.	Healthcare and Medical Ancillary	\$ 99.00
Explore a Career in Medical Writing	Take your first step toward a lucrative and rewarding career as a medical writer.	Healthcare and Medical Ancillary	\$ 99.00
Explore a Career in Nursing	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.	Healthcare and Medical Ancillary	\$ 99.00
Fundamentals of Supervision and Management	Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.	Business General Business Skills	\$ 99.00

Fundamentals of Supervision and Management II	Learn how to be an effective manager or supervisor. Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills.	Business General Business Skills	\$	99.00
Fundamentals of Technical Writing	Learn the skills you need to succeed in the well-paying field of technical writing.	Business Business Communication	\$	99.00
Genealogy Basics	Learn where to look, who to contact, and how to use research tools to begin an exciting and fascinating exploration of your roots.	Personal Development Children, Parents, and Family	\$	99.00
Get Assertive!	Find out how you can stop others from intimidating you or treating you poorly.	Personal Development Personal Enrichment	\$	99.00
Get Funny!	Learn how to use humor to speak more effectively, write better, and increase your popularity.	Personal Development Personal Enrichment	\$	99.00
Get Grants!	Learn how to develop successful, fundable grant proposals from experts in the field.	Business Grant Writing	\$	99.00
GMAT Preparation	Discover powerful test-taking techniques and methods for improving your score on the GMAT.	College Readiness Test Prep	\$	99.00
Grammar for ESL	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.	Language and Arts Languages	\$	99.00
Grammar Refresher	Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills.	Personal Development Languages	\$	99.00
GRE Preparation - Part 1 (Verbal and Analytical)	Discover powerful strategies for success in the verbal reasoning and analytical writing sections of the GRE®; revised General Test (course 1 of 2).	College Readiness Test Prep	\$	99.00
GRE Preparation - Part 2 (Quantitative)	Learn a variety of useful techniques for tackling the quantitative reasoning sections of the computerized GRE®; revised General Test (Course 2 of 2).	College Readiness Test Prep	\$	99.00
Growing Plants for Fun and Profit	An industry professional teaches you everything you need to prosper in the backyard nursery business.	Business Start Your Own Business	\$	99.00

Guided Reading and Writing: Strategies for Maximum Student Achievement	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.	Teaching and Education Reading and Writing	\$	99.00
Guided Reading: Strategies for the Differentiated Classroom	Learn creative ways to bring differentiated instruction and guided reading to life in your classroom.	Teaching and Education Reading and Writing	\$	99.00
Handling Medical Emergencies	Every second counts during a medical emergency. Learn how to respond if someone needs your help.	Healthcare and Medical Ancillary	\$	99.00
Happy and Healthy Pregnancy	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.	Personal Development Health and Wellness	\$	99.00
High Speed Project Management	Learn to deal with the realities of managing projects at supersonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.	Business Project Management	\$	99.00
HIPAA Compliance	Learn how to comply with the duties, rights, and responsibilities of HIPAA, ARRA & HITECH.	Healthcare and Medical Ethics, Law, and Compliance	\$	99.00
Homeschool With Success	Discover how to homeschool your children in a way that ensures they get what they need both academically and socially.	Personal Development Children, Parents, and Family	\$	99.00
How to Get Started in Game Development	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.	Design and Composition Graphic Design	\$	99.00
How to Make Money From Your Writing	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.	Business Start Your Own Business	\$	99.00
Human Anatomy and Physiology	Gain a greater appreciation and understanding of the marvelous complexity of the human body.	College Readiness Science	\$	99.00
Human Anatomy and Physiology II	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.&nbsp;	College Readiness Science	\$	99.00

Individual Excellence	Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity.	Business General Business Skills	\$	99.00
Instant Italian	Learn Italian from the comfort of your home in this fun and enjoyable online course.	Language and Arts Languages	\$	99.00
Integrating Technology in the Classroom	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.	Teaching and Education Classroom Computing	\$	99.00
Intermediate C# Programming	Learn to write Graphical User Interface programs in the C# Programming Language.	Technology Computer Programming	\$	99.00
Intermediate CompTIA A+ Certification Prep	Take the second step toward becoming a CompTIA A+ certified tech by mastering virtualization, printers, and three flavors of the Windows operating system,.	Technology Certificate Prep	\$	119.00
Intermediate CSS3 and HTML5	Take your CSS3 and HTML5 skills to the next level and learn how to create professional-quality websites.	Design and Composition Web Design	\$	99.00
Intermediate Dreamweaver CS6	Take your Adobe Dreamweaver skills to the next level with more advanced Web design techniques under the tutelage of a proven Web development expert.	Computer Applications Adobe	\$	99.00
Intermediate Flash CS6	Take your Adobe Flash skills to the next level by learning advanced Movie Clip symbol, ActionScript, animation, application programming, and interactivity techniques.	Computer Applications Adobe	\$	99.00
Intermediate InDesign CC	Learn to use advanced features in Adobe InDesign Creative Cloud (CC) to produce professional brochures, forms, and documents.	Computer Applications Adobe	\$	99.00
Intermediate Java Programming	Deepen your understanding of the Java programming language, and start writing programs that are more sophisticated and professional.	Technology Computer Programming	\$	99.00
Intermediate Microsoft Access 2007	Expand your Microsoft Access 2007 skills to build better, more user-friendly Access databases.	Business Sales and Marketing	\$	99.00
Intermediate Microsoft Access 2010	Learn how to build more intuitive and powerful Microsoft Access 2010 databases.	Business Sales and Marketing	\$	99.00
Intermediate Microsoft Access 2013	Learn how to use Microsoft Access 2013's advanced features to build more intuitive and powerful databases.	Business Sales and Marketing	\$	99.00

Intermediate Microsoft Excel 2007	Master advanced features of Microsoft Excel 2007, including charting and PivotTables, and discover how this powerful MS Office program can boost your productivity.	Accounting and Finance Accounting Software	\$	99.00
Intermediate Microsoft Excel 2010	Take your Microsoft Excel 2010 skills to the next level as you master charts, PivotTables, Slicers, Sparklines, and other advanced Excel features.	Accounting and Finance Accounting Software	\$	99.00
Intermediate Microsoft Excel 2013	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.	Accounting and Finance Accounting Software	\$	99.00
Intermediate Microsoft Word 2007	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.	Business Business Software	\$	99.00
Intermediate Microsoft Word 2010	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.	Business Business Software	\$	99.00
Intermediate Microsoft Word 2013	Learn how to use the advanced features of this desktop publishing program to add graphics to a document, merge data into form letters, and use macros and shortcuts to make using Word easier and faster.	Business Business Software	\$	99.00
Intermediate Networking	Gain practical experience in a hot new career field. Topics include VPNs, security, and Internet connectivity.	Technology Networking and Communications	\$	99.00
Intermediate Oracle	Learn how to write powerful and flexible PL/SQL programs.	Technology Database Management	\$	99.00
Intermediate Photoshop CC	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.	Computer Applications Adobe	\$	99.00
Intermediate Photoshop CS5	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.	Computer Applications Adobe	\$	99.00

Intermediate Photoshop CS6	Extend your Photoshop knowledge and learn how to enhance graphics by using layers, layer masks, and other advanced photo-editing features.	Computer Applications Adobe	\$	99.00
Intermediate PHP and MySQL	Learn how to create a dynamic, interactive online store using advanced PHP techniques and a MySQL database server.	Technology Computer Programming	\$	99.00
Intermediate QuickBooks 2013	Master the advanced features of QuickBooks and learn to manage multiple company files, create customer statements, enter price levels for inventory, and much more.	Accounting and Finance Accounting Software	\$	99.00
Intermediate QuickBooks 2014	Master the advanced features of QuickBooks and learn to manage multiple company files, create customer statements, enter price levels for inventory, and much more.	Accounting and Finance Accounting Software	\$	99.00
Intermediate QuickBooks 2015	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.	Accounting and Finance Accounting Software	\$	99.00
Intermediate SQL	Expand your knowledge of Structured Query Language (SQL), the industry standard database programming language.	Technology Database Management	\$	99.00
Intermediate Visual Basic	Gain in-demand VB skills writing sophisticated Windows programs that access and modify business databases.	Technology Computer Programming	\$	99.00
Intermediate WordPress Websites	Discover how to build dynamic websites without technical coding, using the world's most popular Web publishing platform, WordPress.org.	Design and Composition Web Design	\$	99.00
Interpersonal Communication	Become aware of the conscious and unconscious codes of meaning we send when communicating with others.	Business Business Communication	\$	99.00
Introduction to Adobe Acrobat X	Learn how to use Adobe Acrobat X to create PDF files and take advantage of its many time-saving features, communication options, and forms.	Computer Applications Adobe	\$	99.00
Introduction to Adobe Edge Animate	Learn how to use Edge Animate, Adobe's tool for creating graphics, animation, and interactive content for the Web and mobile devices.	Computer Applications Adobe	\$	99.00
Introduction to Ajax 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.	Technology Computer Programming	\$	99.00

Introduction to Algebra	Understand how algebra is relevant to almost every aspect of your daily life, and become skilled at solving a variety of algebraic problems.	College Readiness Math	\$	99.00
Introduction to ASP.NET	Learn how to create powerful, interactive, community-based Web sites with ASP.NET.	Technology Computer Programming	\$	99.00
Introduction to Biology	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.	College Readiness Science	\$	99.00
Introduction to Business Analysis	Learn powerful techniques to improve your decision-making skills at work.	Business General Business Skills	\$	99.00
Introduction to C# Programming	Learn the fundamentals of computer programming with the new C# programming language.	Technology Computer Programming	\$	99.00
Introduction to C++ Programming	Learn to program in C++, even if you have no prior programming experience!	Technology Computer Programming	\$	99.00
Introduction to Camtasia Studio 8	Learn to record, edit, and produce effective screen-capture videos using Camtasia Studio.	Design and Composition Multimedia	\$	99.00
Introduction to Chemistry	Gain a solid foundation in the basics of chemistry and see how everything that goes on in your body depends on a chemical reaction.	College Readiness Science	\$	99.00
Introduction to CorelDRAW X5	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.&nbsp;	Computer Applications Other Applications	\$	99.00
Introduction to 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.	Law and Legal Criminal Law	\$	99.00
Introduction to Crystal Reports	Learn how to use Crystal Reports to create attractive business documents that are easy to read and understand.	Accounting and Finance Accounting Software	\$	99.00
Introduction to CSS3 and HTML5	Learn to create state-of-the-art Web sites using modern CSS3 and HTML5 techniques.	Design and Composition Web Design	\$	99.00
Introduction to Database Development	An experienced professional guides you through a structured approach to database design and development.	Technology Database Management	\$	99.00

Introduction to Digital Scrapbooking	Learn how to make the most of your scrapbooking talents and artistic ideas when you combine digital and traditional scrapbooking techniques.	Computer Applications Adobe	\$	99.00
Introduction to Dreamweaver CS6	Learn to create Web pages, layouts, and websites using CSS formatting options and other tools with Adobe's industry-standard Web design application.	Computer Applications Adobe	\$	99.00
Introduction to Final Cut Pro X	Make the leap from home video enthusiast to professional video editor using Apple's revolutionary Final Cut Pro X editing software.	Design and Composition Multimedia	\$	99.00
Introduction to Flash CS6	Learn the fundamentals of using Adobe Flash CS6 to create engaging Web pages, mobile apps, Flash movies, animation, graphics, and interactive applications.	Computer Applications Adobe	\$	99.00
Introduction to Google Analytics	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.	Business Sales and Marketing	\$	99.00
Introduction to Guitar	Master basic guitar skills and become the musician you've always wanted to be.	Language and Arts Arts	\$	99.00
Introduction to Illustrator CS6	Learn to design and draw vector art, work with shape gradients, and manipulate color images using Adobe Illustrator CS6.	Computer Applications Adobe	\$	99.00
Introduction to InDesign CC	Learn how to use Adobe InDesign CC software to create professional-quality letterhead, brochures, forms, eBooks, business materials and more.	Computer Applications Adobe	\$	99.00
Introduction to InDesign CS6	Learn how to use Adobe InDesign CS6, the industry-standard desktop publishing software program, to design professional-quality letterheads, brochures, eBooks, and more.	Computer Applications Adobe	\$	99.00
Introduction to Interior Design	Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.	Business Start Your Own Business	\$	99.00
Introduction to Internet Writing Markets	A professional writer shows you how to make money writing on the Internet.	Business Start Your Own Business	\$	99.00
Introduction to Java Programming	An experienced Java programmer introduces important Java topics with clear, step-by-step instructions.	Technology Computer Programming	\$	99.00

Introduction to JavaScript	Build on your knowledge of HTML and CSS by learning to add interactivity to your Web pages with JavaScript code and jQuery.	Design and Composition Web Design	\$	99.00
Introduction to Journaling	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.	Language and Arts Creative Writing	\$	99.00
Introduction to Lightroom 4	Learn how to use the tools in Adobe Photoshop Lightroom 4 to organize and edit your images and develop an efficient image processing workflow.	Computer Applications Adobe	\$	99.00
Introduction to Lightroom 5	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.	Computer Applications Adobe	\$	99.00
Introduction to Lightroom CC	Learn to use the tools in Adobe Photoshop Lightroom for the cloud to organize and edit your images, fine-tune lighting and color, and develop an efficient image-processing workflow.	Computer Applications Adobe	\$	99.00
Introduction to Microsoft Access 2007	Learn how Microsoft's powerful database can help you store and manage information you've collected about your business, home, or community.	Business Sales and Marketing	\$	99.00
Introduction to Microsoft Access 2010	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.	Business Sales and Marketing	\$	99.00
Introduction to Microsoft Access 2013	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.	Business Sales and Marketing	\$	99.00
Introduction to Microsoft Excel 2007	Work with numbers? You need to know Excel. Learn the secrets of this powerful application.	Accounting and Finance Accounting Software	\$	99.00
Introduction to Microsoft Excel 2010	Become proficient in using Microsoft Excel 2010 and discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently.	Accounting and Finance Accounting Software	\$	99.00

Introduction to Microsoft Excel 2013	Become proficient in using Microsoft Excel 2013 and discover countless shortcuts, tricks, and features for creating and formatting worksheets quickly and efficiently.	Accounting and Finance Accounting Software	\$	99.00
Introduction to Microsoft Outlook 2010	Take control over your meetings, emails, and to-do lists by mastering the essentials of Microsoft Outlook 2010.	Business Business Software	\$	99.00
Introduction to Microsoft Outlook 2013	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.	Business Business Software	\$	99.00
Introduction to Microsoft PowerPoint 2010	Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, and hyperlinks.&nbsp;	Business Business Software	\$	99.00
Introduction to Microsoft PowerPoint 2013	Learn how to use Microsoft PowerPoint 2013 to create animated presentations formatted with color, text, pictures shapes, charts, and text and object hyperlinks.	Business Business Software	\$	99.00
Introduction to Microsoft Project 2010	Discover how to effectively plan, implement, and control projects using Microsoft Project 2010, the world's most popular project management software.	Business Business Software	\$	99.00
Introduction to Microsoft Project 2013	Discover how to effectively plan, implement, manage, and control projects using the world's most popular project management software.	Business Business Software	\$	99.00
Introduction to Microsoft Publisher 2010	Learn how to design professional publications, including newsletters, fliers, and brochures, with Microsoft Publisher 2010.	Business Sales and Marketing	\$	99.00
Introduction to Microsoft Publisher 2013	Learn how to design professional publications, including newsletters, fliers, and brochures, with Microsoft Publisher 2013.	Business Sales and Marketing	\$	99.00
Introduction to Microsoft Word 2007	Learn how to create and modify documents with the world's most popular word processor.	Business Business Software	\$	99.00
Introduction to Microsoft Word 2010	Learn how to create and modify documents using Microsoft Word 2010, the world's most popular word processing program.	Business Business Software	\$	99.00

Introduction to Microsoft Word 2011 for Mac	Learn to use the world's most popular word processor for creating documents and formatting text, now available on the Macintosh.	Business Business Software	\$	99.00
Introduction to Microsoft Word 2013	Master the basic features of this powerful word-processing program to professionally type, edit, and format text, and spell check and print documents.	Business Business Software	\$	99.00
Introduction to Natural Health and Healing	Learn how to promote wellness, balance, and health in all aspects of your daily life.	Healthcare and Medical Alternative Medicine	\$	99.00
Introduction to Networking	Learn the fundamentals of networking and prepare for a career in a new and fast-growing field.	Technology Networking and Communications	\$	99.00
Introduction to Nonprofit Management	Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors.	Business Nonprofit	\$	99.00
Introduction to Oracle	Learn how to use the Oracle database management system to plan, organize, and manage your data.	Technology Database Management	\$	99.00
Introduction to PC Security	Security expert teaches the fundamentals of PC and network security.	Technology Security	\$	99.00
Introduction to PC Troubleshooting	Learn to decipher and solve almost any problem with your PC.	Technology Computer Fundamentals	\$	99.00
Introduction to Photoshop CC	Learn how to use Adobe Photoshop CC, the world's best graphics program, to edit and process photos and create original images.	Computer Applications Adobe	\$	99.00
Introduction to Photoshop CS5	Learn how to use Adobe Photoshop CS5, the world's best graphics program, to edit and process photos and create original images.	Computer Applications Adobe	\$	99.00
Introduction to Photoshop CS6	Learn how to use Photoshop CS6, the world's best graphics program for photographers, to edit photos and create original images.	Computer Applications Adobe	\$	99.00
Introduction to PHP and MySQL	Learn how to create dynamic, interactive Web sites using PHP and a MySQL database server.	Technology Computer Programming	\$	99.00
Introduction to Programming	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.	Technology Computer Fundamentals	\$	99.00

Introduction to Python 2.5 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.	Technology Computer Programming	\$	99.00
Introduction to Python 3 Programming	Enhance your r&eacute;sum&eacute; by adding Python to your programming skills.	Technology Computer Programming	\$	99.00
Introduction to QuickBooks 2013	Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.	Accounting and Finance Accounting Software	\$	99.00
Introduction to QuickBooks 2014	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.	Accounting and Finance Accounting Software	\$	99.00
Introduction to QuickBooks 2015	Learn how to quickly and efficiently gain control over the financial aspects of your business using this powerful software program.	Accounting and Finance Accounting Software	\$	99.00
Introduction to QuickBooks Online	Use this cloud-based accounting program to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables; and much more.	Accounting and Finance Accounting Software	\$	99.00
Introduction to Screenwriting	Learn everything you need to know to write a great script, from structure, character creation, and dialogue to marketing and selling your screenplay.	Language and Arts Creative Writing	\$	99.00
Introduction to SQL	Gain a solid working knowledge of the most powerful and widely used database programming language.	Technology Database Management	\$	99.00
Introduction to Statistics	Improve your understanding of data and learn how to develop graphs and charts so you can use this information to make better decisions.	College Readiness Math	\$	99.00
Introduction to Stock Options	Learn how stock options can protect your portfolio and help you profit in any type of market.	Accounting and Finance Personal Finance and Investments	\$	99.00
Introduction to Visual Basic	Learn how to write code for Windows applications using the Visual Basic programming language and development environment.	Technology Computer Programming	\$	99.00
Introduction to Windows 7	Get up to speed quickly on Microsoft Windows 7 with this fun and easy hands-on course for beginners.	Business General Business Skills	\$	99.00

Introduction to Windows 8	Learn how get the most from the Microsoft Windows 8 operating system, including managing apps, programs, photos, files, and folders.	Business General Business Skills	\$ 99.00
Introduction to XML	Master the essentials of programming in XML and learn to control formatting, display graphics, manage XML documents, and much more.	Technology Computer Fundamentals	\$ 99.00
Jump-Start Your Career	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.	Business Business Communication	\$ 99.00
Keyboarding	Learn how to touch-type or improve your existing typing skills using Keyboarding Pro 5.	Technology Computer Fundamentals	\$ 99.00
Keys to Effective Communication	Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.	Business Business Communication	\$ 99.00
Keys to Successful Money Management	Certified financial planner shows you how most wealthy people build their fortunes.	Accounting and Finance Personal Finance and Investments	\$ 99.00
Leadership	Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.	Business Management and Leadership	\$ 99.00
Learn to Buy and Sell on eBay	Auction pros teach you how to work from home or earn extra income by buying and selling goods online.	Business Start Your Own Business	\$ 99.00
Legal Nurse Consulting	Begin a new career by helping attorneys understand and resolve medical cases and claims.	Healthcare and Medical Ethics, Law, and Compliance	\$ 99.00
Listen to Your Heart, and Success Will Follow	Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.	Personal Development Job Search	\$ 99.00
Lose Weight and Keep It Off	Discover how to establish a healthy approach to successful weight loss and weight maintenance for a lifetime.	Personal Development Health and Wellness	\$ 99.00
LSAT Preparation - Part 1	Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills (course 1 of 2).	Law and Legal LSAT Preparation	\$ 99.00

LSAT Preparation - Part 2	Improve your reading comprehension and logical reasoning skills, and discover proven approaches for selecting correct exam answers (course 2 of 2).	Law and Legal LSAT Preparation	\$	99.00
Luscious, Low-Fat, Lightning-Quick Meals	Join a registered dietitian and discover how easy it can be to prepare meals that are both delicious and nutritious!	Personal Development Children, Parents, and Family	\$	99.00
Mac, iPhone, and iPad Programming	Learn to create Mac, iPhone, and iPad apps and programs using Objective-C/Swift and the Xcode compiler.	Technology Computer Programming	\$	99.00
Managing Customer Service	Become indispensable to any organization by understanding how to identify and meet customer needs.	Business Management and Leadership	\$	99.00
Manufacturing Applications	Increase efficiencies and productivity by learning to apply the principles and concepts of manufacturing.	Business General Business Skills	\$	99.00
Manufacturing Fundamentals	Learn the basic skills required to work in the manufacturing field.	Business General Business Skills	\$	99.00
Marketing Your Business on the Internet	Develop an Internet marketing plan for your business that incorporates SEO, advertising, email, social media, and more.	Business Sales and Marketing	\$	99.00
Marketing Your Nonprofit	Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.	Business Nonprofit	\$	99.00
Marriage and Relationships: Keys to Success	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."	Personal Development Children, Parents, and Family	\$	99.00
Mastering Public Speaking	Learn the secrets of effective public speaking and small group communication.	Business Management and Leadership	\$	99.00
Mastering Your Digital SLR Camera	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.	Design and Composition Digital Photography	\$	99.00
Mastery of Business Fundamentals	Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.	Business General Business Skills	\$	99.00
Math Refresher	Gain confidence in your basic math skills and start using math to your advantage.	College Readiness Math	\$	99.00
Medical Math	Master the math skills you need to succeed in the medical field.	College Readiness Math	\$	99.00

Medical Terminology: A Word Association Approach	Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.	Healthcare and Medical Ancillary	\$	99.00
Merrill Ream Speed Reading	Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension.	Personal Development Personal Enrichment	\$	99.00
Microsoft PowerPoint 2013 in the Classroom	In this course for teachers, you'll learn how to motivate students and enrich lessons by bringing Microsoft PowerPoint 2013 presentations into your classroom.	Teaching and Education Classroom Computing	\$	99.00
Music Made Easy	Learn the fundamentals of music theory. Be able to read, write, and play simple music.	Language and Arts Arts	\$	99.00
Mystery Writing	Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful author.	Language and Arts Creative Writing	\$	99.00
Nonprofit Fundraising Essentials	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.	Business Grant Writing	\$	99.00
Performing Payroll in QuickBooks 2013	Learn how to use QuickBooks 2013 to create paychecks, pay tax liabilities, and produce forms and reports.	Accounting and Finance Accounting Software	\$	99.00
Performing Payroll in QuickBooks 2014	Learn how to use QuickBooks 2014 to create paychecks, pay taxes, generate forms, and produce dazzling reports.	Accounting and Finance Accounting Software	\$	99.00
Performing Payroll in QuickBooks 2015	Learn how to use QuickBooks 2015 to create paychecks, pay taxes, produce job costing reports, and generate forms and reports quickly and easily.	Accounting and Finance Accounting Software	\$	99.00
Personal Finance	Protect your assets and discover how best to achieve all your financial goals.	Accounting and Finance Personal Finance and Investments	\$	99.00
Photographing Nature with Your Digital Camera	Learn how to use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots.	Design and Composition Digital Photography	\$	99.00

Photographing People With Your Digital Camera	Learn to take beautiful pictures of adults, children, and babies.	Design and Composition Digital Photography	\$	99.00
Photoshop CC for the Digital Photographer	Learn how to use Adobe Photoshop Creative Cloud (also called Photoshop CC) to edit and enhance your photographic images.	Computer Applications Adobe	\$	99.00
Photoshop CC for the Digital Photographer II	If you already know the basics of Photoshop CC, take your photo-editing skills to the next level by mastering its advanced features.	Computer Applications Adobe	\$	99.00
Photoshop CS6 for the Digital Photographer	Learn how to use the tools and techniques of Adobe's Photoshop CS6 to edit and enhance your photographic images.	Computer Applications Adobe	\$	99.00
Photoshop CS6 for the Digital Photographer II	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.	Computer Applications Adobe	\$	99.00
Photoshop Elements 11 for the Digital Photographer	Learn how to use Adobe Photoshop Elements 11 to successfully edit and fix your photos and images.	Computer Applications Adobe	\$	99.00
Photoshop Elements 11 for the Digital Photographer II	Master the advanced features of Adobe's Photoshop Elements 11, and learn to edit and enhance digital images, restore old photos, and merge images.	Computer Applications Adobe	\$	99.00
Photoshop Elements 12 for the Digital Photographer	Learn how to use Adobe Photoshop Elements 12 to successfully edit and fix your photos and digital images.	Computer Applications Adobe	\$	99.00
Photoshop Elements 12 for the Digital Photographer II	Master the advanced features of Adobe's Photoshop Elements 12, and learn to edit and enhance digital images, restore old photos, and merge images.	Computer Applications Adobe	\$	99.00
Photoshop Elements 13 for the Digital Photographer	Learn how to use the tools and features of Adobe Photoshop Elements 13 for editing and fixing your digital photos and images.	Computer Applications Adobe	\$	99.00
Photoshop Elements 13 for the Digital Photographer II	Master the advanced features of Adobe's Photoshop Elements 13, and learn to edit and enhance digital images, restore old photos, and merge images.	Computer Applications Adobe	\$	99.00
PMP ? Certification Prep 1	Begin a well-paying career as a project manager by preparing to take--and pass--the PMP&reg; certification exam.	Business Project Management	\$	105.00

PMP ? Certification Prep 2	Prepare to take--and pass--the Project Management Institute's PMP&reg; certification exam.	Business Project Management	\$	105.00
Practical Ideas for the Adult ESL/EFL Classroom	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.	Language and Arts Languages	\$	99.00
Praxis Core Preparation	Develop the knowledge and skills you need to pass the Praxis Core Exam as you review and prepare for everything the test includes.	Teaching and Education Test Prep	\$	99.00
Prepare for the GED? Math Test	Master the skills you'll need to pass the Mathematical Reasoning module in the GED&reg; test series.	College Readiness Math	\$	99.00
Prepare for the GED? Test	Want to pass the GED&reg; test? This course will help you develop the skills you'll need to succeed.	College Readiness Test Prep	\$	99.00
Professional Sales Skills	Discover how to begin a successful and rewarding career in sales.	Business Sales and Marketing	\$	99.00
Project Management Applications	Experienced project manager teaches you tricks of the project management trade.	Business Project Management	\$	99.00
Project Management Fundamentals	Gain the skills you'll need to succeed in the fast-growing field of project management.	Business Project Management	\$	99.00
Publish and Sell Your E-Books	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.	Language and Arts Creative Writing	\$	99.00
Purchasing Fundamentals	Improve your company&rsquo;s bottom line by mastering the fundamentals of purchasing.	Business General Business Skills	\$	99.00
QuickBooks 2013 for Contractors	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.	Accounting and Finance Accounting Software	\$	99.00
QuickBooks 2015 for Contractors	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.	Accounting and Finance Accounting Software	\$	99.00

QuickBooks for Contractors 2014	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.	Accounting and Finance Accounting Software	\$	99.00
Ready, Set, Read!	A learning specialist shows you how to raise a successful reader and writer.	Personal Development Children, Parents, and Family	\$	99.00
Real Estate Investing	Build and protect your wealth by investing in real estate.	Accounting and Finance Personal Finance and Investments	\$	99.00
Real Estate Law	Learn the basics of real estate law, including investing, title searching, and mortgages.	Law and Legal General Law	\$	99.00
Research Methods for Writers	Learn the most efficient and effective methods to conduct research for any writing project.	Language and Arts Creative Writing	\$	99.00
Response to Intervention: Reading Strategies That Work	Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need.	Personal Development Children, Parents, and Family	\$	99.00
Responsive Web Design	Learn to build fully responsive websites optimized for mobile devices, smartphones, tablets, and desktop viewing environments.	Design and Composition Web Design	\$	99.00
Resume Writing Workshop	Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews.	Personal Development Job Search	\$	99.00
Romance 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.	Language and Arts Creative Writing	\$	99.00
SAT/ACT Preparation - Part 1	Master the reading, writing, English, and science questions on the ACT and new SAT.	College Readiness Test Prep	\$	99.00
SAT/ACT Preparation - Part 2	Master the math questions on the ACT and new SAT.	College Readiness Test Prep	\$	99.00
Secrets of Better Photography	Learn how to take better pictures by understanding your camera and how to use it in a variety of situations.	Design and Composition Digital Photography	\$	99.00
Secrets of the Caterer	Learn cooking and business secrets from a professional caterer.	Business Start Your Own Business	\$	99.00

Singapore Math Strategies: Advanced Model Drawing for Grades 6-9	Master model drawing, a revolutionary technique for teaching middle school math students how to triumph over word problems and learn to love math.	Personal Development Children, Parents, and Family	\$	99.00
Singapore Math Strategies: Model Drawing for Grades 1-6	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.	Personal Development Children, Parents, and Family	\$	99.00
Singapore Math: Number Sense and Computational Strategies	In this teacher training course, you'll learn Singapore's innovative and practical strategies for solving addition, subtraction, multiplication, and division problems.	Personal Development Children, Parents, and Family	\$	99.00
Six Sigma: Total Quality Applications	Learn to apply the elements and methods of Six Sigma to achieve the highest possible quality.	Business General Business Skills	\$	99.00
Skills for Making Great Decisions	Learn how to make excellent everyday decisions from an experienced counselor and life coach.	Personal Development Personal Enrichment	\$	99.00
Small Business Marketing on a Shoestring	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.	Business Sales and Marketing	\$	99.00
Solving Classroom Discipline Problems	Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.	Teaching and Education Tools for Teachers	\$	99.00
Solving Classroom Discipline Problems II	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.	Teaching and Education Tools for Teachers	\$	99.00
Spanish for Law Enforcement	Master the fundamentals of the Spanish language by practicing basic conversational skills and learning essential Spanish terminology for law enforcement situations.	Language and Arts Languages	\$	99.00
Spanish for Medical Professionals	Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.	Healthcare and Medical Health Information Management	\$	99.00
Spanish for Medical Professionals II	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.	Healthcare and Medical Health Information Management	\$	99.00

Spanish in the Classroom	Learn the essential Spanish for teachers so you can communicate effectively with your Spanish-speaking students and parents.	Language and Arts Languages	\$	99.00
Speed Spanish	Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.	Language and Arts Languages	\$	99.00
Speed Spanish II	Follow-up to our popular Speed Spanish course. Several new recipes help you continue building fluency.	Language and Arts Languages	\$	99.00
Speed Spanish III	Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series.	Language and Arts Languages	\$	99.00
Start a Pet Sitting Business	Discover how to translate your love of animals into a fun and profitable career.	Business Start Your Own Business	\$	99.00
Start and Operate Your Own Home-Based Business	An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.	Business Start Your Own Business	\$	99.00
Start Your Own Arts and Crafts Business	Learn how to start your own arts and crafts business from a professional artist.	Business Start Your Own Business	\$	99.00
Start Your Own Edible Garden	Learn how to grow delicious, nutritious fruit and vegetables in your own backyard.	Personal Development Health and Wellness	\$	99.00
Start Your Own Gift Basket Business	Express your creativity in a fun and profitable way, by starting a home-based business as a gift basket designer.	Business Start Your Own Business	\$	99.00
Start Your Own Small Business	Stop dreaming and learn how to start your own successful small business.	Business Start Your Own Business	\$	99.00
Starting a Consulting Practice	Find out how you can earn income by sharing your training or knowledge with others.	Business Start Your Own Business	\$	99.00
Starting a Nonprofit	Industry veteran shows you how to take a nonprofit business from vision to reality.	Business Nonprofit	\$	99.00
Stocks, Bonds, and Investing: Oh, My!	Learn how to make wise investment decisions so that you have enough money to live comfortably through your retirement.	Accounting and Finance Personal Finance and Investments	\$	99.00

Supply Chain Management Fundamentals	Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations.	Business Management and Leadership	\$ 99.00
Survival Kit for New Teachers	Veteran instructor shares the secrets for success in your first years of teaching.	Teaching and Education Tools for Teachers	\$ 99.00
Teaching Adult Learners	Learn powerful techniques for reaching and motivating adult learners in today's student-centered classroom.	Teaching and Education Tools for Teachers	\$ 99.00
Teaching ESL/EFL Grammar	Learn new methods for teaching English grammar that will both engage and challenge ESL/EFL students.	Language and Arts Languages	\$ 99.00
Teaching ESL/EFL Reading	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.	Language and Arts Languages	\$ 99.00
Teaching ESL/EFL Vocabulary	Discover what makes a well-balanced vocabulary course when you're teaching ESL and how to plan one that truly meets your students' needs.	Language and Arts Languages	\$ 99.00
Teaching High School Students	Master the latest teaching strategies to help you reach high school students, including differentiated instruction and classroom management.	Teaching and Education Tools for Teachers	\$ 99.00
Teaching Math: Grades 4-6	Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.	Teaching and Education Mathematics	\$ 99.00
Teaching Preschool: A Year of Inspiring Lessons	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.	Personal Development Children, Parents, and Family	\$ 99.00
Teaching Science: Grades 4-6	Increase your effectiveness as a science teacher for children in fourth through sixth grades.	Teaching and Education Science	\$ 99.00
Teaching Smarter With SMART Boards	Master the use of SMART Board and SMART Notebook technology so you can create powerful interactive lessons that capture your students' attention.	Teaching and Education Classroom Computing	\$ 99.00
Teaching Students With ADHD	Learn practical strategies for helping children with attention deficit hyperactivity disorder (ADHD) succeed in school.	Teaching and Education Tools for Teachers	\$ 99.00
Teaching Students With Autism: Strategies for Success	Help your students with high-functioning autism and Asperger's Syndrome unlock their potential in the classroom.	Teaching and Education Tools for Teachers	\$ 99.00

Teaching Students With Learning Disabilities	Learn how to successfully meet the diverse needs of students with learning disabilities in your classroom.	Personal Development Children, Parents, and Family	\$	99.00
Teaching Writing: Grades 4-6	In this teacher-training course, you'll learn from an experienced educator how to motivate and assist developing writers.	Teaching and Education Reading and Writing	\$	99.00
Teaching Writing: Grades K-3	Learn how to nurture student writers in the early elementary classroom.	Personal Development Children, Parents, and Family	\$	99.00
The Analysis and Valuation of Stocks	Discover valuable techniques that show you step-by-step how to research and value stocks.	Personal Development Personal Finance and Investments	\$	99.00
The Craft of Magazine Writing	If you're a determined new writer, this class will provide you with the skills you need to get published.	Language and Arts Creative Writing	\$	99.00
The Creative Classroom	Enrich your teaching talents and encourage your students' creative thinking as you learn to turn your classroom into a creative classroom.	Teaching and Education Tools for Teachers	\$	99.00
The Differentiated Instruction and Response to Intervention Connection	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.	Teaching and Education Tools for Teachers	\$	99.00
The Keys to Effective Editing	If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction.	Language and Arts Creative Writing	\$	99.00
Total Quality Fundamentals	Learn the basics of total quality management.	Business General Business Skills	\$	99.00
Travel Photography for the Digital Photographer	Learn the tricks and techniques digital photographers need to capture scenes from around the world and bring them home.	Design and Composition Digital Photography	\$	99.00
Travel Writing	Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books.	Language and Arts Creative Writing	\$	99.00
Twelve Steps to a Successful Job Search	World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.	Personal Development Job Search	\$	99.00

Understanding Adolescents	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.	Personal Development Children, Parents, and Family	\$	99.00
Understanding the Cloud	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.	Technology Networking and Communications	\$	99.00
Understanding the Human Resources Function	Learn to handle basic human resource functions to ensure the best possible results.	Business Management and Leadership	\$	99.00
Using Social Media in Business	Learn how to use the five most popular social media platforms—Facebook, Twitter, LinkedIn, Pinterest, and Google+—to grow and promote your business.	Business Sales and Marketing	\$	99.00
Using the Internet in the Classroom	Discover how you can use the Internet to make teaching easier for you and more relevant to your students.	Teaching and Education Classroom Computing	\$	99.00
What's New in Microsoft Office 2010	Get up to speed on MS Office 2010 and learn how to use the new features of Word, Excel, PowerPoint, and Access.	Computer Applications Microsoft	\$	99.00
What's New in Microsoft Office 2013	Get up to speed on the exciting new features of Microsoft Office 2013, including Word, Excel, PowerPoint, Access, Outlook, OneNote, and Publisher.	Computer Applications Microsoft	\$	99.00
Where Does All My Money Go?	Learn how to get control of your money once and for all.	Accounting and Finance Personal Finance and Investments	\$	99.00
Wireless Networking	Industry expert shows you how wireless networking works, as well as how to plan, deploy, and connect to wireless networks.	Technology Networking and Communications	\$	99.00
Workers' Compensation	Gain essential skills and a solid understanding of one of the fastest-growing areas in law.	Law and Legal Business and Corporate	\$	99.00
Wow, What a Great Event!	Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner.	Business Nonprofit	\$	99.00
Write and Publish Your Nonfiction Book	Become a professional author or advance your career by learning to write, edit, and publish nonfiction books of all types.	Writing and Publishing Creative Writing	\$	99.00

Write Effective Web Content	Learn how to write Web content and produce multimedia elements to make your website or blog a must-visit site on the Internet.	Technology Web Technology	\$	99.00
Write Fiction Like a Pro	A published author teaches you how professional writers use story outlines to structure any type of story.	Language and Arts Creative Writing	\$	99.00
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