



Know Your Talents EDS Course Catalog

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Artificial Intelligence
Cloud Computing
Computer Fundamentals
Database Technologies
Information Security
K12 Curriculum

Leadership and Management
Networking
Office Productivity
Personal Productivity
Programming and Development
Web and Graphic Design

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Artificial Intelligence

- 5** Artificial Intelligence
- 5** Azure AI Fundamentals
- 5** Generative AI Foundations

Cloud Computing

- 6** Azure Data Fundamentals 2025
- 6** Azure Fundamentals 2025
- 6** IT Specialist - Cloud Computing
- 7** Microsoft Power Platform Fundamentals (PL-900) 2025 Edition

Computer Fundamentals

- 8** Cisco Certified Support Technician: IT Support
- 8** IT Specialist - Device Configuration and Management
- 8** IC3 Global Standard 6 (GS6) - Level 1
- 9** IC3 Global Standard 6 (GS6) - Level 2
- 9** IC3 Global Standard 6 (GS6) - Level 3
- 9** IC3 Spark
- 10** Microsoft 365 Fundamentals

Database Technologies

- 11** Computational Thinking and Data Analytics
- 11** Databases
- 11** IT Specialist - Data Analytics

Information Security

- 12** Cisco Certified Support Technician: Cybersecurity
- 12** Cybersecurity
- 12** Network Security
- 13** Security+ (Updated to SY0-701)
- 13** Security, Compliance, and Identity Fundamentals
- 13** Cybersecurity - Protecting Yourself and Your Organization

Leadership and Management

- 14** Entrepreneurship and Small Business V2

Networking

- 15** A+ (220-1201) Series
- 15** A+ (220-1202) Series
- 15** Azure Administrator

Networking

16 Cisco Certified Support Technician: Networking

16 Network + (Updated to N10-009)

16 Networking

Office Productivity

17 Access 2019 Expert

17 Excel 2019

17 Excel 2019 Expert

18 Excel 365 Apps

18 Excel 365 Apps Expert

18 Outlook 2019

19 PowerPoint 2019

19 PowerPoint 365 Apps

19 Word 2019

20 Word 2019 Expert

20 Word 365 Apps

20 Word 365 Apps Expert

Office Productivity

21 Intuit Certified Bookkeeping Professional

21 Intuit QuickBooks Online 4.0

21 Intuit Personal Finance

Personal Productivity

22 Communication Skills for Business

22 Conflicts, Communications, and Relationships

22 Design for Delight Innovator

23 Know Your Talents

23 Matching Your Skills, Talents, and Ambitions to a Dream Career

Programming and Development

24 HTML and CSS

24 HTML5 Application Development

24 Java

25 JavaScript

25 Python v2

25 Software Development

Vocational Technology

26 Agriscience Foundations

26 Autodesk Certified User (ACU)
AutoCAD

26 Autodesk Certified User (ACU)
Fusion 360

27 Autodesk Certified User (ACU)
Inventor

27 Autodesk Certified User (ACU)
Revit

Web and Graphic Design

28 Acrobat Pro

28 After Effects 2024

28 Animate 2021

29 Animate 2024

Web and Graphic Design

29 Dreamweaver 2021

29 Illustrator 2021

30 Illustrator 2024

30 InDesign 2021

30 InDesign 2024

31 Photoshop 2021

31 Photoshop 2024

31 Premiere Pro 2021

32 Premiere Pro 2024

Artificial Intelligence

Overview

This introduction to Artificial Intelligence course, geared toward the IT Specialist Artificial Intelligence exam, defines both AI and the way in which AI is used to build models that take data and then use that data to predict outcomes. This course covers the basic tenets of AI, including AI problem definition, data collection, processing, and engineering, algorithms and models, application integration and deployment, and maintaining and monitoring AI in production. The course is helpful for those wanting a good starting point for knowledge of AI and will help those seeking a career path that requires basic AI knowledge.

Expert: Jason Manibog

Product ID #: 375159

Length: 5 Sessions / 4 Hours

Azure AI Fundamentals (AI-900)

Overview

LearnKey's Azure AI Fundamentals (AI-900) course is an introduction to building artificial intelligence (AI) machine learning models through Azure. The course also covers basic AI concepts, giving those who take this course an increase in skills needed to land an introductory AI-based job. Specific exam topics include AI workloads and considerations, fundamental principles of machine learning, computer vision workloads, Natural Language Processing (NLP) workloads, and conversational AI workloads.

Expert: Jason Manibog

Product ID #: 374399

Length: 5 Sessions / 8 Hours

Generative AI Foundations

Overview

The Generative AI Foundations course is an introductory course for those looking to use Artificial Intelligence (AI) to generate content based on inputs, hence the term Generative AI. The course preps one for the Generative AI Foundations exam. The specific topics covered in this course include: Generative AI Methods and Methodologies, Basic Prompt Engineering, Prompt Refinement, and Ethics, Law, and Societal Impact. This course will help increase employability prospects for everyone as AI is becoming more and more prevalent in most every business sector

Expert: Jason Manibog

Product ID #: 710009

Length: 4 Sessions / 2 Hours

Azure Data Fundamentals 2025

Overview

LearnKey's Azure Data Fundamentals (DP-900) course provides a fundamental introduction to cloud-based data storage and analytics services with an emphasis on Microsoft Azure. The course is an excellent step in learning about today's data environments and analytics capabilities in Azure, as it will prepare students for the DP-900 exam. This course will cover core data concepts, relational and non-relational data storage techniques, and address today's data analytics requirements. This course is a great choice for anyone aspiring to improve their employability prospects for an Azure Database Administrator, Data Engineer, or Data Analyst career path.

Expert: Michael Solomon

Product ID #: 281419

Length: 4 Sessions / 3.5 Hours

Azure Fundamentals 2025

Overview

LearnKey's Azure Fundamentals (AZ-900) certification provides a fundamental introduction to cloud services with an emphasis on Microsoft Azure. The course serves as an excellent steppingstone to learning Azure further as it will prepare students for the AZ-900 exam, a Microsoft exam on Azure Fundamentals. Specific topics covered in this course include cloud concepts, architecture and services, and management and compliance. This should be the first course for anyone aspiring to improve their employability prospects for any Azure Administrator, Developer, or Data Analyst career path.

Expert: Jason Manibog

Product ID #: 281489

Length: 3 Sessions / 2.5 Hours

IT Specialist - Cloud Computing

Overview

This video course is designed to prepare students for the Certiport IT Specialist certification in Cloud Computing and a potential future career in the topic area. It covers fundamental cloud concepts, including cloud service models (IaaS, PaaS, SaaS) and deployment models (public, private, hybrid). Students will learn to develop cloud architecture, implement the cloud development lifecycle, and deploy cloud-based applications. Additionally, this course covers essential cloud governance principles, such as compliance, security, and cost management, to ensure effective and efficient cloud operations. By the end of this course, students will have the knowledge and practical skills to succeed in the certification exam and real-world cloud environments.

Key exam topics include cloud concepts and service models, designing and developing cloud architecture, implementing the cloud development lifecycle, deploying and managing cloud applications, and cloud governance, security, and compliance.

Expert: Noah Solomon

Product ID #: 565049

Length: 5 Sessions / 4.5 Hours

Microsoft Power Platform Fundamentals (PL-900) 2025 Edition

Overview

The Power Platform Fundamentals course introduces students to Power Platform, a suite of apps that help to automate business processes and analyze data within an organization. The suite comprises Power Apps, Power Automate, Power BI, Copilot Studio, and Power Pages. The course covers all five of these apps at a high level, examines the use of AI in many of these apps, and gets one ready to obtain the Power Platform Fundamentals certification. And the course simulates a real-world environment in which Power Platform apps are used, thus readying one to be more employable for any job that requires Power Platform skills

Expert: Jason Manibog

Product ID #: 281559

Length: 7 Sessions / 2 Hours

Cisco Certified Support Technician: IT Support

Overview

The Cisco Certified Support Technician – IT Support course is a perfect launching point for someone looking to break into the IT field. This course covers many aspects of help desk support for end-users and gets one ready to take and pass the Cisco Certified Support Technician – IT Support exam. Specifically, this course covers: IT support job tasks and responsibilities, hardware issues, connectivity and resource access issues, operating system and application issues, common threats and preventions, and job tools. As help desk agents do a lot of troubleshooting, most of the course has a troubleshooting aspect to the topics covered.

Expert: Jason Manibog

Product ID #: 632849

Length: 6 Sessions / 3.25 Hours

IT Specialist - Device Configuration and Management

Overview

LearnKey's IT Specialist - Device Configuration and Management course, Windows 11 edition, is an excellent starting point for anyone interested in an IT career. It covers basic Windows and device management, a skill virtually all IT personnel need. Specifically, the course covers Windows installation and configuration, Windows features, application, and peripheral management, data access and management, device security, and Windows management and troubleshooting. The course also helps one prepare for and obtain the IT Specialist Device Configuration and Management certification.

Expert: Noah Solomon

Product ID #: 632939

Length: 5 Sessions / 5 Hours

IC3 Global Standard 6 (GS6) - Level 1

Overview

LearnKey's IC3 GS6 Level 1 course goes over basic technology concepts like hardware and software, operating systems, and connectivity. It teaches users how to protect their personally identifiable information, data, and digital identity. It covers digital communication and collaboration while explaining their appropriate etiquette standards. Students will learn how to search for, legally use, and properly cite online content. This course is the first of three levels of the IC3 GS6 certification.

Expert: Natasha Nelson

Product ID #: 632239

Length: 7 Sessions / 6 Hours

IC3 Global Standard 6 (GS6) - Level 2

Overview

LearnKey's IC3 GS6 Level 2 course goes over basic technology concepts like device and browser settings, cloud computing, processing devices, and content creation. It teaches users how to share data and collaborate online using the appropriate tools and etiquette. Students will become familiar with safety and security issues associated with the use of digital technology and know-how to protect themselves and others. This course is the second of three levels of the IC3 GS6 certification.

Expert: Natasha Nelson

Product ID #: 632339

Length: 7 Sessions / 5.5 Hours

IC3 Global Standard 6 (GS6) - Level 3

Overview

LearnKey's IC3 GS6 Level 3 course explores ways to create content like videos, tables, and flowcharts. It teaches students how to keep their data secure using virus-scanning software and multifactor authentication. Students will learn how to search for, legally use, and properly cite online content, along with how to best resolve issues with clients by working internally with teammates to identify and understand the issue. This course is the last of three levels of the IC3 GS6 certification.

Expert: Natasha Nelson

Product ID #: 632519

Length: 7 Sessions / 5.5 Hours

IC3 Spark

Overview

LearnKey's IC3 Spark course is focused on teaching younger students the basic foundational knowledge covered in LearnKey's IC3 GS5 training. Join LearnKey expert Wyett Ihler for over 2 hours of online video training and project-based activities. Students will learn a broad range of computing knowledge and skills including: software, hardware, operating systems, key applications, and living online.

Expert: Wyett Ihler

Product ID #: 631789

Length: 3 Sessions / 5 Hours

Microsoft 365 Fundamentals (MS-900)

Overview

LearnKey's Microsoft 365 Fundamentals (MS-900) course covers concepts of the Software as a Service (SaaS) portion of the cloud through introducing one to manage implementations through Microsoft 365. This course is excellent for those wanting to obtain the Microsoft 365 Fundamentals certification and become more employable in the area of SaaS administration. Specific topics in this course include: cloud concepts; core Microsoft 365 services and concepts; security, compliance, privacy and trust in Microsoft 365; and Microsoft 365 pricing and support.

Expert: Jason Manibog

Product ID #: 281099

Length: 4 Sessions / 5 Hours

Computational Thinking and Data Analytics

Overview

LearnKey's IT Specialist Computational Thinking course is designed to introduce students to the foundational concepts and problem-solving strategies used in computational thinking. Topics include algorithmic design, pattern recognition, decomposition, abstraction, and the application of logical reasoning to solve complex problems. Students will also explore basic programming concepts and data representation. This course aims to prepare students for both the Certiport IT Specialist Computational Thinking certification and a future in fields that require analytical and structured problem-solving skills, serving as a strong entry point into computer science and software development.

Expert: Noah Solomon

Product ID #: 412659

Length: 6 Sessions / 3 Hours

Databases

Overview

LearnKey's Databases course is an introduction to building, entering information into, and querying databases. The course also provides a solid introduction to Structured Query Language (SQL), the primary language used to get the desired information from a database. This course helps one get ready to take and pass the IT Specialist Databases exam and will help one's employability prospects in any job requiring querying and junior database administration skills. Specific topics for this course include Database Design, Database Object Management, Data Retrieval, Data Manipulation, and Troubleshooting.

Expert: Jason Manibog

Product ID #: 412569

Length: 5 Sessions / 6.5 Hours

IT Specialist - Data Analytics

Overview

LearnKey's IT Specialist - Data Analytics course introduces students to the foundational concepts behind and performance of data analytics. Topics include types of data and data structures, data manipulation techniques, statistical data analysis methods, best practices in data visualization, and ethical data analytics practices. This course serves as a strong entry point for the analytics field as it aims to prepare students for the Certiport IT Specialist Data Analytics certification and a future career in data analytics.

Expert: Noah Solomon

Product ID #: 412749

Length: 5 Sessions / 3 Hours

Cisco Certified Support Technician: Cybersecurity

Overview

The Cisco Certified Support Technician (CCST): Cybersecurity certification is ideal for anyone new to the field of cybersecurity and is interested in becoming a cybersecurity specialist. The objectives cover the core topics important to cybersecurity specialists, including essential principles, network security, endpoint security, vulnerability assessments, risk management, and incident handling. Mastering these core topics builds a good foundation for passing the exam and becoming a cybersecurity professional. LearnKey's Cisco Certified Support Technician: Cybersecurity course covers all five exam domains. Join LearnKey security expert Michael Solomon as he covers all the necessary objectives required in the Cisco Certified Support Technician (CCST): Cybersecurity certification exam.

Expert: Michael Solomon

Product ID #: 153389

Length: 5 Sessions / 7.5 Hours

Cybersecurity

Overview

The Information Technology Specialist Cybersecurity certification is ideal for anyone new to the field of cybersecurity and is interested in becoming a cybersecurity specialist. The objectives cover the core topics important to cybersecurity specialists, including essential principles, network security, endpoint security, vulnerability assessments, risk management, and incident handling. Mastering these core topics builds a good foundation for passing the exam and becoming a cybersecurity professional. LearnKey's Information Technology Specialist Cybersecurity course covers all five exam domains. Join LearnKey security expert Michael Solomon as he covers all the necessary objectives required in the Information Technology Specialist - Cybersecurity certification exam.

Expert: Michael Solomon

Product ID #: 153279

Length: 5 Sessions / 10.5 Hours

Network Security

Overview

LearnKey's Network Security course is geared toward those looking to learn basic operating system security fundamentals. This course will also prepare students to take and pass the Network Security exam. The four main topics covered in this course are: defense in depth, operating system security, network device security, and secure computing. This course will also improve employability prospects for those trying to gain an entry level IT support/desktop position with some basic security knowledge requirements.

Expert: Jason Manibog

Product ID #: 152929

Length: 4 Sessions / 12 Hours

Security+ (Updated for SY0-701)

Overview

LearnKey's Security+ (Updated for SY0-701) course will prepare you for the CompTIA SY0-701 exam. The latest course places far more emphasis on newer IT security needs, such as the Internet of Things (IoT). This certification will be of tremendous help to anyone looking to become an IT security professional. Topics covered in this course include attacks, threats and vulnerabilities, architecture and design, implementation, operations and incident response, and governance, risk, and compliance.

Expert: Jason Manibog

Product ID #: 152999

Length: 5 Sessions / 32 Hours

Security, Compliance, and Identity Fundamentals (SC-900)

Overview

LearnKey's Security, Compliance, and Identity Fundamentals (SC-900) course introduces identity management and how properly managing identities impacts security and compliance in cloud-based environments. The course focuses on Microsoft Azure cloud-based environments and integration with existing on-premises Windows and Linux environments. Specific topics include security, compliance and identity concepts, how to manage identities across cloud-based and on-premises environments, security and compliance solutions. This course will help students get ready to pass the SC-900 exam, and help with employability prospects for any job requiring general knowledge of Microsoft solutions to identity, security, and compliance challenges involving cloud-based environments.

Expert: Jason Manibog

Product ID #: 153209

Length: 4 Sessions / 10 Hours

Cybersecurity - Protecting Yourself and Your Organization

Overview

The Cybersecurity – Protecting Yourself and Your Organization course is an approximately one-hour course geared toward helping individuals and organizations better protect their data, devices, and physical locations from cybersecurity-related attacks. Rather than tying to any industry certifications, this course simplifies what individuals and organizations must do to protect digital assets. Topics include: protecting email, protecting information, protecting devices, physical security, and working remotely.

Expert: Jason Manibog

Product ID #: 153469

Length: 5 Sessions / 1 Hours

Entrepreneurship and Small Business v.2

Overview

LearnKey's Entrepreneurship and Small Business V.2 course explores entrepreneurship and small business concepts, including legal business structures, business opportunities, and ways to obtain funding. Students will learn how to create and use a business plan, pitch deck, lean canvas. They will also learn how to identify their target market and calculate business financials.

Expert: LearnKey Signature Courseware

Product ID #: 063119

Length: 6 Sessions / 9 Hours

A+ (220-1201) Series

Overview

LearnKey's A+ series of courses, starting with the 220-1201 exam (also known as the Core 1 exam), prepares students for the premier certification for people looking to gain employability in a tech support role. These courses will help people gain the skills needed to eventually move to a higher IT role, such as tech support manager or application support specialist. Specifically, the 220-1201 course focuses on hardware and troubleshooting and covers mobile devices, networking, hardware, virtualization and cloud computing, and hardware and network troubleshooting. The exam is the first of two exams one needs to pass to obtain the A+ certification.

Expert: Jason Manibog

Product ID #: 104779

Length: 5 Sessions / 20.5 Hours

A+ (220-1202) Series

Overview

LearnKey's A+ 220-1202 course is the second half of the A+ certification series. The 220-1202 exam, also known as the Core 2 exam, focuses more on the software aspect of information technology. Specific topics covered in this course include operating systems, security, software troubleshooting, and operating procedures. Passing this exam and the 220-1201 exam will gain one the A+ certification, a leading industry certification for technical support and troubleshooting. This certification will also help employability prospects for entry-level to mid-level IT positions requiring technical support knowledge.

Expert: Jason Manibog

Product ID #: 104859

Length: 4 Sessions / 31.5 Hours

Azure Administrator (AZ-104)

Overview

The Azure Administrator (AZ-104) course is for those looking to become Azure administrators and earn the Azure Administrator Associate certification. Specific topics covered include: managing Azure subscriptions and resources, implementing and managing storage, deploying and managing virtual machines, configuring and managing virtual networks, and managing identities.

Expert: Jason Manibog

Product ID #: 280959

Length: 5 Sessions / 9.5 Hours

Cisco Certified Support Technician: Networking

Overview

The Cisco Certified Support Technician (CCST) – Networking certification is a junior-level networking certification that is general in nature but with some focus on Cisco-related topics, especially for Cisco device commands. This course will help anyone looking to launch an IT career as a support technician or similar position. Specifically, the course covers networking standards and concepts, addressing, endpoints and media types, infrastructure, troubleshooting, and security.

Expert: Jason Manibog

Product ID #: 564929

Length: 6 Sessions / 3.5 Hours

Network+ (Updated to N10-009)

Overview

The Network+ (N10-009) course is an excellent course for those looking to gain employability skills in the area of network administration and gain the CompTIA Network+ certification. Specifically, this course covers the five domains on the N10-009 exam: networking concepts, infrastructure, networking operations, network security, and network troubleshooting. This course covers the material through the eyes of a brand-new junior network administrator, learning both what it takes to pass the exam and the real-life job skills necessary to succeed as a junior to mid-level network administrator.

Expert: Jason Manibog

Product ID #: 104679

Length: 5 Sessions / 22 Hours

Networking

Overview

LearnKey's Networking course is an excellent entry-level certification course for those looking to gain a network certification and increase employability prospects for any junior to mid-level networking career. This course covers, in detail, these networking aspects: networking fundamentals, network infrastructure, networking hardware, protocols and services, and troubleshooting. This course is also a solid precursor to other networking certifications, most notably the CompTIA Network+ certification.

Expert: Jason Manibog

Product ID #: 281319

Length: 5 Sessions / 10.5 Hours

Access 2019 Expert (MO-500)

Overview

Access 2019 is the relational database program in the Microsoft Office Suite. This course covers the main topics on the Access 2019 Expert (MO-500) exam, which includes managing databases, creating and modifying tables, creating and modifying queries, modifying forms, and modifying reports. Though not on the exam, special coverage is given to the concept of relational databases, as it is critical one understands this when working with Access. Learning these concepts will improve the employability prospects for anyone looking for a position requiring basic relational database skills.

Expert: Jason Manibog

Product ID #: 204769

Length: 5 Sessions / 7.5 Hours

Excel 2019 (MO-200)

Overview

The Excel 2019 course demonstrates new features for working with your data all while preparing a user to sit for the Excel 2019 certification exam. Learn to use Excel to visualize data and to better present your data to be easily understood. Improve your employability by learning how to manage worksheets and workbooks; manage data cells, ranges, and tables; use formulas and functions; and create, modify, and format charts.

Expert: Jason Manibog

Product ID #: 204329

Length: 5 Sessions / 4 Hours

Excel 2019 Expert (MO-201)

Overview

LearnKey's Excel 2019 Expert (MO-201) course builds on the Excel 2019 course and readies one for the Excel 2019 Expert (MO-201) exam. Many of the skills taught in this course showcase time-saving tips and data analysis skills, which are crucial for employability in many industries. Topics covered in this course include: managing options and settings, managing and formatting data, advanced formulas, macros, and advanced charts and tables.

Expert: Jason Manibog

Product ID #: 204699

Length: 4 Sessions / 2.5 Hours

Excel 365 Apps (MO-210)

Overview

This course covers the fundamentals of Excel, the spreadsheet app in the suite of Microsoft 365 apps. The course specifically covers managing worksheets and workbooks, managing data cells and ranges, managing tables and table data, performing operations by using formulas and functions, and managing charts. Specifically, this course matches to the MO-210 exam.

Expert: Jason Manibog

Product ID #: 204979

Length: 5 Sessions / 6 Hours

Excel 365 Apps Expert (MO-211)

Overview

The Excel 365 Apps Expert course demonstrates new features for working with data while preparing students to sit for the Microsoft Excel Expert (Microsoft 365 Apps) certification exam. Learn to use Excel to visualize data and better present your data to be easily understood. Students will improve their employability by learning how to manage worksheets and workbooks; manage data cells, ranges, and tables; use formulas and functions; and create, modify, and format charts.

Expert: Jason Manibog

Product ID #: 205139

Length: 5 Sessions / 5.5 Hours

Outlook 2019 (MO-400)

Overview

Outlook 2019 teaches the new and improved features to help users learn how to more effectively communicate with others on projects, events, assignments, and more. The Outlook 2019 course teaches how to configure and customize the application, and to manage messages, schedules, calendars, meetings, contacts, and tasks. Users will improve their overall employability while preparing for the Outlook 2019 certification exam.

Expert: Natasha Nelson

Product ID #: 204519

Length: 4 Sessions / 5 Hours

PowerPoint 2019 (MO-300)

Overview

The PowerPoint 2019 course teaches a step-by-step process of how to create and manage presentations and slides; insert and format text, shapes, and images; and apply transitions and animations. Techniques to insert tables, charts, SmartArt, 3D models, and other media are also taught. The PowerPoint 2019 course includes ways to create new presentations through using templates, themes, recent, and blank presentations. Users will improve their overall employability while preparing for the PowerPoint 2019 certification exam.

Expert: Jason Manibog

Product ID #: 204409

Length: 5 Sessions / 11 Hours

PowerPoint 365 Apps (MO-211)

Overview

This course is built for those looking to learn advanced Excel skills and gain employability skills for any job that requires data analysis skills within Excel. This course maps to the MO-211 exam and covers the specific areas of managing workbook options and settings, managing and formatting data, creating advanced formulas and macros, and managing advanced charts and tables.

Expert: Jason Manibog

Product ID #: 205059

Length: 5 Sessions / 6.5 Hours

Word 2019 (MO-100)

Overview

The Word 2019 course demonstrates how to use the software to create eye-catching resumes, well-formatted cover letters, engaging newsletters, and more. The course covers creating and managing documents; formatting text, paragraphs, and sections; adding tables and lists; creating and managing references; inserting and formatting graphical elements; and effectively collaborating on documents. Users will improve their overall employability while preparing for the Word 2019 certification exam.

Expert: Jason Manibog

Product ID #: 204229

Length: 6 Sessions / 4.5 Hours

Word 2019 Expert (MO-101)

Overview

Word 2019 Expert builds on the Word 2019 course and readies one for the Word 2019 Expert exam. Skills taught are important for employability in today's digital world and include managing options and settings, advanced editing and formatting, custom document elements, and advanced Word features such as forms, macros, and mail merges. These skills offer crucial time-saving features for anyone looking to improve on their Word skills.

Expert: Natasha Nelson

Product ID #: 204629

Length: 4 Sessions / 5 Hours

Word 365 Apps (MO-110)

Overview

LearnKey's Word 365 Apps course demonstrates how to use the software to create organized documents, engaging newsletters, eye-catching flyers, and more. The course covers creating and managing documents, formatting text, paragraphs, and sections, adding tables and lists, inserting and formatting graphical elements, and effectively collaborating on documents. Students will improve their employability while preparing for the Word 365 Apps certification exam.

Expert: Natasha Nelson

Product ID #: 204889

Length: 6 Sessions / 6.5 Hours

Word 365 Apps Expert (MO-111)

Overview

LearnKey's Word 365 Apps Expert course is made for those who want to learn advanced Word skills and improve employability prospects for any job requiring knowledge of building and formatting long documents in Word. This course maps to the MO-111 exam and covers the specific areas of managing document options and settings, using advanced editing and formatting features, creating custom document elements, and using advanced Word features.

Expert: Natasha Nelson

Product ID #: 205209

Length: 4 Sessions / 3 Hours

Intuit Certified Bookkeeping Professional

Overview

LearnKey's Certified Bookkeeping Professional course builds on a student's knowledge and understanding of accounting and bookkeeping principles. It walks students through accounting basics like the double-entry accounting method, T-accounts, and the accounting cycle. Students will also learn how to account for assets, sales transactions, liabilities, equity, and purchase transactions along with how to reconcile accounts and read and analyze financial reports. The concepts taught in this course will prepare students to take and pass the Intuit Certified Bookkeeping Professional exam and improve one's employability prospects in any job requiring bookkeeping skills.

Expert: Natasha Nelson

Product ID #: 551049

Length: 5 Sessions / 5 Hours

Intuit QuickBooks Online 4.0

Overview

LearnKey's QuickBooks Online course walks students through using the cloud-based accounting software. Students will learn how to set up a QuickBooks Online account, create and manage lists and transactions, and make transactions recurring. In addition, students will explore basic financial reports and learn how to customize them to meet specific needs.

Expert: Natasha Nelson

Product ID #: 551279

Length: 5 Sessions / 3 Hours

Intuit Personal Finance

Overview

The Intuit Personal Finance course equips students with foundational knowledge of personal finance concepts that can aid them in making critical short-term and long-term financial decisions. Students learn about earning income and paying taxes, budgeting, money savings strategies, available loans, the importance of their credit score, and risk management. Students can become financially responsible individuals as they learn and practice the financial literacy taught in this course.

Expert: Natasha Nelson

Product ID #: 551169

Length: 6 Sessions / 2.5 Hours

Communication Skills for Business (CSB)

Overview

The LearnKey Communication Skills for Business (CSB) course will help both students in school and adults in the workforce learn basic communication principles, plan for effective communication, discover best practices for business deliverables, hone message delivery, receive communications, and analyze communication scenarios. Effective communication is vital in interviews, presentations, and daily verbal and written communication. Whether you are searching for new employment or are a seasoned employee, communication skills can enrich your professional presence. This course is mapped to the Communication Skills for Business (CSB) certification exam objectives and will help you prepare to sit for the exam.

Expert: Jennifer Stubblefield

Product ID #: 063229

Length: 6 Sessions / 8.5 Hours

Conflicts, Communications, and Relationships

Overview

This course offers students a chance to develop their communication skills in all types of relationships. A series of scenarios describe typical conflicts between friends, siblings, parents and children, and an employee and boss. A leading adolescent psychologist helps students understand the scenarios by showing how maximizing communication, listening, and mediation skills can help to resolve most conflicts. Students take turns figuring out what they would do to enhance the communication and resolve the conflict for each situation.

Expert: LearnKey Signature Courseware & Human Relations Media

Product ID #: 120769

Length: 1 Session / 1 Hour

Intuit Design for Delight Innovator

Overview

LearnKey's Intuit Design for Delight course explores the design thinking process to provide customer-centric solutions. The three design thinking principles, Deep Customer Empathy, Go Broad to Go Narrow, and Rapid Experiments with Customers, are discussed and practiced throughout the course. Students will learn how to perform observations, identify customer problems, brainstorm, narrow, prototype, and test solution ideas to provide customers with the highest level of delight.

Expert: Natasha Nelson

Product ID #: 063389

Length: 4 Sessions / 3 Hours

Know Your Talents™

Overview

Know Your Talents™ is a course in self-discovery. Expert Lori Coruccini opens the door to understanding your own behavior, recognizing behaviors in others, and how to employ that understanding to further personal and professional growth. This course, and its companion workbook, will aid you in leveraging and optimizing who you are to achieve that growth.

Expert: Lori Coruccini

Product ID #: 062419

Length: 1 Session / 1 Hour

Matching Your Skills, Talents, and Ambitions to a Dream Career

Overview

“Find your passion” is the mantra of guidance counselors and graduation speakers in schools across the nation. The first step in any job-seeker’s career map to success is figuring out their own unique skills and talents. The best jobs are those that are interesting and challenging, and also allow employees to use their aptitudes and abilities to the fullest. Job-seekers wonder if there is a formula for finding that magic combination. One variable in that magic equation is exploration--exploration is an essential tool for any career map. The wider a net that students cast in the sea of career opportunities, the better chance they have of finding jobs that truly inspire them. The Matching Your Skills, Talents, and Ambitions to a Dream Career course outlines several strategies that job-seekers can use to create a personal career map. Through expert advice and real-life examples of young people happily employed in their dream careers, vital career lessons will be learned: how to examine talents, how to connect findings to a dream job, and how to map out a path to achieving goals of career success.

Expert: Human Relations Media

Product ID #: 062589

Length: 1 Session / 1 Hour

HTML and CSS

Overview

LearnKey's HTML and CSS course is an excellent course for those looking to gain employability skills in the area of web development. The material covers the objectives on the HTML and CSS exam, putting a solid entry-level certification well within reach. Specifically, the course has two distinct parts: HTML (Hypertext Markup Language), which includes HTML fundamentals, document structuring, and multimedia presentation, and CSS (Cascading Style Sheets), which includes CSS fundamentals and styling webpages. Then, the importance of accessibility for both HTML and CSS is introduced.

Expert: Jason Manibog

Product ID #: 374729

Length: 5 Sessions / 8 Hours

HTML5 Application Development

Overview

LearnKey's HTML5 Application Development course, a course in the IT Specialist series, expands on the knowledge one gains in the HTML and CSS course and JavaScript course from the same series. Advanced web design and development concepts, such as application lifecycle management, graphics and animation, forms, layouts, and JavaScript coding are the main topics in this course. This course and subsequent certification is the next logical step up for someone wanting a career in web design and development.

Expert: Jason Manibog

Product ID #: 374869

Length: 5 Sessions / 9.5 Hours

Java

Overview

LearnKey's Java (INF-304) course is excellent for someone wanting to learn how to code in Java, a powerful object-oriented programming language. This course will also help students get ready to pass the IT Specialist INF-304 Java exam and improve employability prospects for any software development position requiring Java coding skills. Specifically, this course covers Java fundamentals, data types and variables, flow control, object-oriented principles, and compiling and debugging code. These concepts are covered through simulating writing code for an online store, thus adding a real-life scenario to this course.

Expert: Jason Manibog

Product ID #: 374479

Length: 5 Sessions / 7 Hours

JavaScript

Overview

LearnKey's JavaScript (INF-302) course is an excellent course for those looking to gain valuable introductory JavaScript skills. Topics covered include: learning about JavaScript operators, keywords, and methods, using variables, data types, and functions, implementing decisions and loops, interacting with the DOM (Document Object Model), and interacting with forms. In all of these topics, students will clearly see how JavaScript is used to enhance existing webpages. Furthermore, this course covers the material on the INF-302 exam, and will help anyone looking to improve their employability prospects in the areas of designing and building webpages.

Expert: Jason Manibog

Product ID #: 374559

Length: 5 Sessions / 9 Hours

Python v2

Overview

LearnKey's Python course covers Python, a very versatile programming language which can be used to power websites, build games, and even program hardware. This course is also an excellent course for someone new to programming, as many of the topics covered are basic programming topics which carry over well to other programming languages. Specifically, this course covers data types and operators, decisions and loops, input and output, code documentation and structure, troubleshooting, and modules and tools. The course topics directly map to the Python exam and will help anyone looking to improve their employability prospects in Python and for programming jobs in general.

Expert: Jason Manibog

Product ID #: 375069

Length: 6 Sessions / 4.5 Hours

Software Development

Overview

LearnKey's Software Development course is a solid introduction for those looking to understand programming concepts and practices better. While not geared for any specific language, the course focuses mainly on C# and SQL. It goes through core programming concepts, software development principles, object-oriented programming, web applications, and databases topics. The course material maps to the objectives of the IT Specialist Software Development Fundamentals exam. It is a good next course for anyone who has taken LearnKey's Introduction to Programming course or has equivalent knowledge.

Expert: Jason Manibog

Product ID #: 374949

Length: 5 Sessions / 11 Hours

Agriscience Foundations

Overview

The Agriscience Foundations course is designed as an introductory course for anyone considering a career or other roles in agriculture, ranging from a beginning farmer to an agriculture researcher, an environmental or public policy specialist, in this critical part of our communities, economy, and heritage. This course helps prepare one to take and pass the Agriscience Foundations certification exam, part of the Agriscience & Technology group of courses in Certiport's Career Technical Education series. The course covers the application of basic plant, animal, and soil science; food safety; agricultural safety and regulatory practices; record keeping/documentation; and the efficient and effective use of resources.

Expert: Jim Egenrieder

Product ID #: 490719

Length: 6 Sessions / 3 Hours

Autodesk Certified User (ACU) AutoCAD

Overview

LearnKey's Autodesk AutoCAD course utilizes a learn-by-doing approach using video instruction and tutorials, immersing the student in the role of a mini golf course designer working for a fictional mini golf course design firm called Emerald Isle Mini Golf. Students will be creating designs for an overall site plan including four mini golf holes, landscaping, clubhouse, pathways, water features, and parking lot. This course will help prepare students for the Autodesk Certified User (ACU) exam for AutoCAD and help students gain valuable employability and transferable skills related to the fields of engineering and architecture.

Expert: Craig Hughes

Product ID #: 502719

Length: 5 Sessions / 4.5 Hours

Autodesk Certified User (ACU) Fusion 360

Overview

LearnKey's Autodesk Certified User (ACU) Fusion 360 course utilizes a learn-by-doing approach, immersing the student in the role of a toy designer for a fictional toy company. Throughout the course, students will learn and apply skills in Fusion 360 by creating and editing 2D sketches, creating 3D models from 2D sketches, creating engineering drawings to document designs, creating and editing organic designs using T-Spline modeling, using direct modeling techniques to edit designs, assembling and adding motion to components, analyzing interference between components and performing motion studies, and applying advanced modeling techniques. Students will learn effective and efficient modeling practices as they progress through the course. Students will improve their employability while preparing for the Autodesk Certified User (ACU) Fusion 360 exam.

Expert: Craig Hughes

Product ID #: 502549

Length: 5 Sessions / 8 Hours

Autodesk Certified User (ACU) Inventor

Overview

LearnKey's Autodesk Inventor course utilizes a learn-by-doing approach using video instruction and tutorials, immersing the student in the role of a designer for a fictional amusement park. Students will be creating designs for products that will be used in a new themed area. Students will use the designs of these items to learn and apply skills in Inventor by learning Inventor's user interface, creating and editing 2D sketches and 3D models, applying advanced modeling techniques, assembling components, analyzing interference between components, and creating engineering drawings to document designs. This course will help prepare students for the Autodesk Certified User (ACU) exam for Inventor and help students gain valuable employability skills in the area of mechanical design.

Expert: Craig Hughes

Product ID #: 502639

Length: 5 Sessions / 4.5 Hours

Autodesk Certified User (ACU) Revit

Overview

LearnKey's Autodesk Certified User (ACU) Revit v2 course utilizes a learn-by-doing approach using video instruction and tutorials, immersing students in the role of a designer for a fictional architectural design firm. Students will be creating designs for a mountain cabin residential structure to be built as a vacation destination and an active learning center commercial structure for a college campus. Students will use the designs of these structures to learn and apply skills in Revit by learning the Revit user interface, modeling structural elements, using interior design concepts, creating circulation elements, creating and modifying views, using annotation, and creating architectural drawings. As students progress through the course, they will learn methods of effective and efficient modeling practices. Students will improve their overall employability while preparing for the Autodesk Certified User (ACU) exam for Revit.

Expert: Craig Hughes

Product ID #: 502819

Length: 3 Sessions / 3.5 Hours

Adobe Acrobat Pro - Document Creation and Management

Overview

The Adobe Acrobat Pro course teaches the skills necessary to use Adobe Acrobat Pro software proficiently and create professional PDF documents. These skills include preparing for a project, setting up the interface, and creating and editing PDFs. It also includes sharing, reviewing, protecting, and exporting these documents. This course is for people wanting to become Adobe Certified Professionals in Acrobat Pro, and it will make them more employable for any job requiring the skills to create and modify PDF documents.

Expert: Natasha Nelson

Product ID #: 664809

Length: 6 Sessions / 3 Hours

After Effects - Visual Effects and Motion Graphics 2024

Overview

LearnKey's After Effects Visual Design and Motion Graphics course will guide you through working in the visual and motion graphics industry—creating and setting up a project; navigating, organizing, and customizing the application interface; organizing video projects; creating and manipulating visual elements; and exporting your project to various digital media formats. This course will prepare you for this exciting certification and give you an edge in employability as you seek to land your dream job in the graphics design industry.

Expert: Seth Magers

Product ID #: 663829

Length: 5 Sessions / 3 Hours

Animate 2021

Overview

The Animate 2021 course teaches users what to expect when working in the animation industry, such as how to create, manage, organize, and customize documents and the application interface; how to create and modify multimedia elements and animations; and how to publish content for the web and screen. Users will learn what they need to know to prepare for a career in the animation industry, all while learning what they need to know to sit for the certification exam.

Expert: Jason Manibog

Product ID #: 663989

Length: 5 Sessions / 12 Hours

Adobe Animate - Multiplatform Animation (2024)

Overview

The Adobe Animate - Multiplatform Animation course is excellent for people wanting to learn how to build web-based and other types of animations. This course will help prepare you for the Multiplatform Animation Using Adobe Animate exam and covers animation topics such as working in the animation industry. The course also covers topics that will help you learn Adobe Animate, including project setup and interface, organization of documents, creating and modifying multimedia elements, and publishing digital media. The course also introduces scripting, helping springboard students take other web-based scripting courses, such as JavaScript.

Expert: Jason Manibog

Product ID #: 664699

Length: 5 Sessions / 5.5 Hours

Dreamweaver 2021

Overview

The Adobe Dreamweaver web design software has an intuitive and visual interface for creating and editing websites and mobile apps with confidence; this course provides step-by-step instructions on how to do it. From working in the web design industry, to customizing the application and documents, to publishing for the web, this course teaches it all. Users are prepared to sit for the certification all while improving their employability in the web design industry.

Expert: Brad Washburn

Product ID #: 663669

Length: 5 Sessions / 10 Hours

Illustrator 2021

Overview

The Adobe Illustrator course introduces both new and experienced users to Illustrator preparing the user for certification and improving their employability in the design industry. This course teaches the basics of working in the design industry including identifying an audience and their needs, communicating with colleagues and clients, and understanding copyright. You will also learn how to navigate, organize, and customize the application workspace; organize and streamline document workflows; create and modify text and graphic elements; and how to publish your project in web, print, and video formats.

Expert: Jason Manibog

Product ID #: 663749

Length: 5 Sessions / 8.5 Hours

Illustrator - Graphic Design and Illustration 2024

Overview

LearnKey's Illustrator - Graphic Design and Illustration course introduces both new and experienced users to Illustrator, preparing them for certification and improving their employability in the design industry. This course teaches the basics of working in the design industry, including identifying an audience and their needs, communicating with colleagues and clients, and understanding copyright. You will also learn how to navigate, organize, and customize the application workspace; organize and streamline document workflows; create and modify text and graphic elements; and publish your project in web, print, and video formats..

Expert: Jason Manibog

Product ID #: 664489

Length: 5 Sessions / 4 Hours

InDesign 2021

Overview

The Adobe InDesign course teaches designing page layouts for both print and Web. The course uses a step-by-step approach to demonstrate the basics of the application and interface and then gradually moves on to more advanced and complex aspects of the software. Methods for efficiently performing common layout tasks using various tools and on-object controls are taught, as well as learning how to use formatting tools to produce high quality documents. With the goal of preparing a user for certification, the course follows the exam objectives from working in the design industry to publishing your creation for web and print. Users who complete the course, whether seeking certification or not, will improve their employability and marketability in the design industry.

Expert: Jason Manibog

Product ID #: 663909

Length: 5 Sessions / 8.5 Hours

InDesign - Print and Digital Media Publication 2024

Overview

In this comprehensive InDesign course, you will learn how to build print and online publications. You will see how to use the InDesign interface, including how to use tools and panels, and even how to customize your workspace. To create professional publications in InDesign, you will need to create text and graphic frames, as well as place content and images. Then, you will learn more complex skills such as master pages, guides, styles, tables, and form fields. And finally, you will learn how to export your publication for print or digital use. By the end of this course, you should feel comfortable building a publication from scratch and adding any useful features to your document.

Expert: Jason Manibog

Product ID #: 664289

Length: 5 Sessions / 4.5 Hours

Photoshop 2021

Overview

This course is designed for both novice and advanced users preparing for certification. Using the concept of an outdoor magazine, the course demonstrates topics necessary for working in the design industry, setting up a project and customizing the user interface, organizing documents, creating and modifying visual elements, and publishing a final product. Mastering Photoshop is one of the most sought-after skills in today's competitive marketing and design job markets.

Expert: Lee Wiley & Jason Manibog

Product ID #: 663589

Length: 5 Sessions / 8.5 Hours

Photoshop - Visual Design 2024

Overview

LearnKey's Adobe Photoshop – Visual Design course teaches one how to use Photoshop to create eye-catching images using existing photos. Specifically, this course covers working in the design industry, setting up a project and an interface, organizing documents, creating and modifying visual elements, and publishing digital media. This course is for people wanting to become Adobe Certified Professionals in Photoshop, and it will make them more employable for any job requiring visual design skills and skills for creating and editing photos.

Expert: Jason Manibog

Product ID #: 664209

Length: 5 Sessions / 4.25 Hours

Premiere Pro 2021

Overview

The Adobe Premiere Pro video editing software makes creating and producing amazing video possible through a host of tools and integration features with the entire Adobe CC software suite. Users will learn the basics of working in the digital video industry; how to create, navigate, and organize a project and the application interface; how to create and modify elements of digital video; and how to publish a final project for distribution. The course prepares a user for the certification exam and adds to the skills required for employment in the digital video industry.

Expert: Jason Manibog

Product ID #: 141069

Length: 5 Sessions / 9 Hours

Premiere Pro - Digital Video 2024

Overview

LearnKey's Premiere Pro 2024 course covers all the basics of working in digital video. You'll learn how to create, organize, and navigate projects, create and modify digital video elements, and even publish your final project for distribution. Plus, it prepares you for the certification exam and boosts your skills for jobs in the digital video industry.

Expert: Aaron Colburn

Product ID #: 664369

Length: 5 Sessions / 6 Hours

