INSTRUCTOR LED ONLINE COURSES

Introduction to Stock Options

Learn how stock options can protect your portfolio and help you profit in any type

Accounting Fundamentals

Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor.

Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

Creating a Successful Business Plan

Turn your business ideas into a solid plan for financing and long-term success.



How to Make Money From 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.

Introduction to **Microsoft Outlook 2010**

Take control over your meetings, emails, and to-do lists by mastering the essentials of Microsoft Outlook 2010.

Solving Classroom Discipline Problems

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.



Instructor-Facilitated

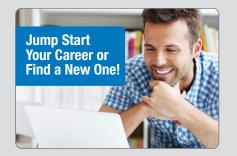
24-Hour Access

Online Discussion Areas

6 Weeks of Instruction

100s of Courses to Choose From

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Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program.

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CAREER TRAINING PROGRAMS

Certified Personal Trainer - 62 hrs

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

Travel Agent Training - 200 hrs

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

Principles of Green Building - 30 hrs

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

Optician Certification Training -150 hrs

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

Medical Transcription – 240 hrs

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

Event Management & Design -

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

