

# SELF-GUIDED

## ONLINE COURSES

Learn **online at your own pace**, and gain specific skills and knowledge to advance your professional or personal development.



### COURSE FEATURES



100% Online



24/7 Course Access



6-Week instructor-moderated or self-guided formats



Learn from industry experts



Receive a certificate of completion

- A to Z Grant Writing
- Accounting Fundamentals
- Achieving Success with Difficult People
- Administrative Assistant Fundamentals
- Certificate in Food, Nutrition, and Health
- Certificate in Gerontology
- Computer Skills for the Workplace
- Creating WordPress Websites
- Discover Sign Language
- Explore a Career in Medical Coding
- Explore a Career as a Paralegal
- Fundamentals of Supervision and Management
- Grammar Refresher
- Human Anatomy and Physiology
- Intermediate Microsoft Excel 2019
- Introduction to Microsoft Excel 2019
- Introduction to Natural Health and Healing
- Introduction to SQL
- Keyboarding
- Keys to Effective Communication
- Medical Math
- Medical Terminology:  
A Word Association Approach
- Project Management Fundamentals
- Real Estate Investing
- Spanish For Medical Professionals
- Speed Spanish
- Stocks, Bonds, and Investing: Oh, My!
- Twelve Steps to a Successful Job Search
- Understanding Adolescents
- Using Social Media in Business
- Write Fiction Like a Pro

Instructor-moderated versions of some courses are available.

**Explore many more self-guided tutorials at our site, below.**

**To learn more and enroll, visit:**