

OUTREACH

& Community Engagement

SPRING 2021

Connecting Campus with Community

ARKANSAS CODING ACADEMY

Take your career to the next level and learn to code!

pg. 4

CONFERENCE SERVICES

Let UCA Conference Services host your next virtual meeting or webinar!

pg. 15

ON THE COVER

Dr. Patricia Poulter

pg. 16

UCA.EDU/OUTREACH



UNIVERSITY OF
CENTRAL
ARKANSAS™

ABOUT OUTREACH

The first correspondence study classes were offered in 1919 to meet the University's mission of public service and to train teachers in more remote parts of the state. In 1975, we were officially named the Division of Continuing Education. Now known as the Division of Outreach and Community Engagement, our mission is still to provide public service and continuing education to the vast community through a centralized administrative unit that coordinates the growing demand for outreach programs.

Today, Outreach reflects a comprehensive assortment of programs and services. Also, technology and facilities have grown to meet the ever-changing needs of today's world.



Happy New Year and welcome to 2021! We can all agree that 2020 presented many unprecedented challenges in our nation. 2020 propelled many of us to look inward as we moved at a slower pace and honored the space presented to examine our lives. It has become ever so important that we find and develop ways to feed our soul.

We invite you to peruse our digital booklet and explore the many virtual opportunities available to feed your soul through Outreach. We have hundreds of online classes that will support your personal development and also opportunities that will aid in your professional growth. Click on a picture or a link and find out more about that specific class or event. If you don't see what you want, let us know by emailing us at outreach@uca.edu.

Enjoy the journey and feed your soul,

Dr. Shaneil Ealy, CPP
Associate Vice President

DR. PATRICIA POULTER



16

GENERATIONAL TIES



19

WHAT DOES OUTREACH HAVE TO OFFER?

- Arkansas Coding Academy
- Business Outreach and Training Services
- Community Education
- Community and Economic Development
- Community Development Institute
- Conference & Event Planning Services
- Conway Area Youth Leadership Institute
- Conway Conversations
- Nonprofit Workshop Series
- Online Workforce Development Programs
- Poverty Studies
- Professional Development
- Service-Learning & Volunteerism
- UCA Family Network
- Women's Leadership Network



TABLE OF CONTENTS

- 4 ARKANSAS CODING ACADEMY
- 6 CENTER FOR COMMUNITY & ECONOMIC DEV.
- 8 WOMEN'S LEADERSHIP NETWORK
- 10 SERVICE-LEARNING & VOLUNTEERISM
- 12 COMMUNITY ENGAGEMENT
- 14 YOUTH PROGRAMS
- 15 CONFERENCE SERVICES
- 16 SPOTLIGHT: DR. PATRICIA POULTER
- 18 THE ARTS AT UCA DOWNTOWN
- 20 SENIOR SPOTLIGHT
- 21 ONLINE WORKFORCE TRAINING PROGRAMS
- 32 UCA POLICIES & ZOOM INSTRUCTIONS

Brewer-Hegeman Ste. 102
201 Donaghey Ave.
Conway, AR 72035

outreach@uca.edu
uca.edu/outreach
501-450-3118

fb.com/ucaoutreach
 [@ucaoutreach](https://twitter.com/ucaoutreach)
 [@ucaoutreachofficial](https://www.instagram.com/ucaoutreachofficial)
 UCA Outreach

ARKANSAS CODING ACADEMY

Take your career to the next level and learn to code!

At the Arkansas Coding Academy, you will learn the latest and most sought after technical skills to enhance or jumpstart your career. Our program offers:

- Cost-effective courses on today's top technical skills
- Career support, including resume writing, a professional headshot, interview skills and networking
- Flexible class structure with a mix of online and in-person synchronous instruction
- Industry-expert instructors
- Tuition assistance




Enrolling NOW for spring!

Apply at arkansascodingacademy.com

1835 S Donaghey Ave.
Conway, AR 72034

arkansascodingacademy.com
arcoding@uca.edu
501-450-5276

 [fb.com/arcoding](https://www.facebook.com/arcoding)

GET STARTED TODAY
& LEARN TO CODE!

“The Arkansas Coding Academy helped me get myself out of the stagnant environment I was growing accustomed to along my previous career path. I gained invaluable technical knowledge and career advice from all of the staff, which prepared me to take on a new and exciting career.”

BRETT SULLIVAN

Developer, SEAS Education

2018 Arkansas Coding Academy Graduate

CENTER FOR COMMUNITY AND ECONOMIC DEVELOPMENT

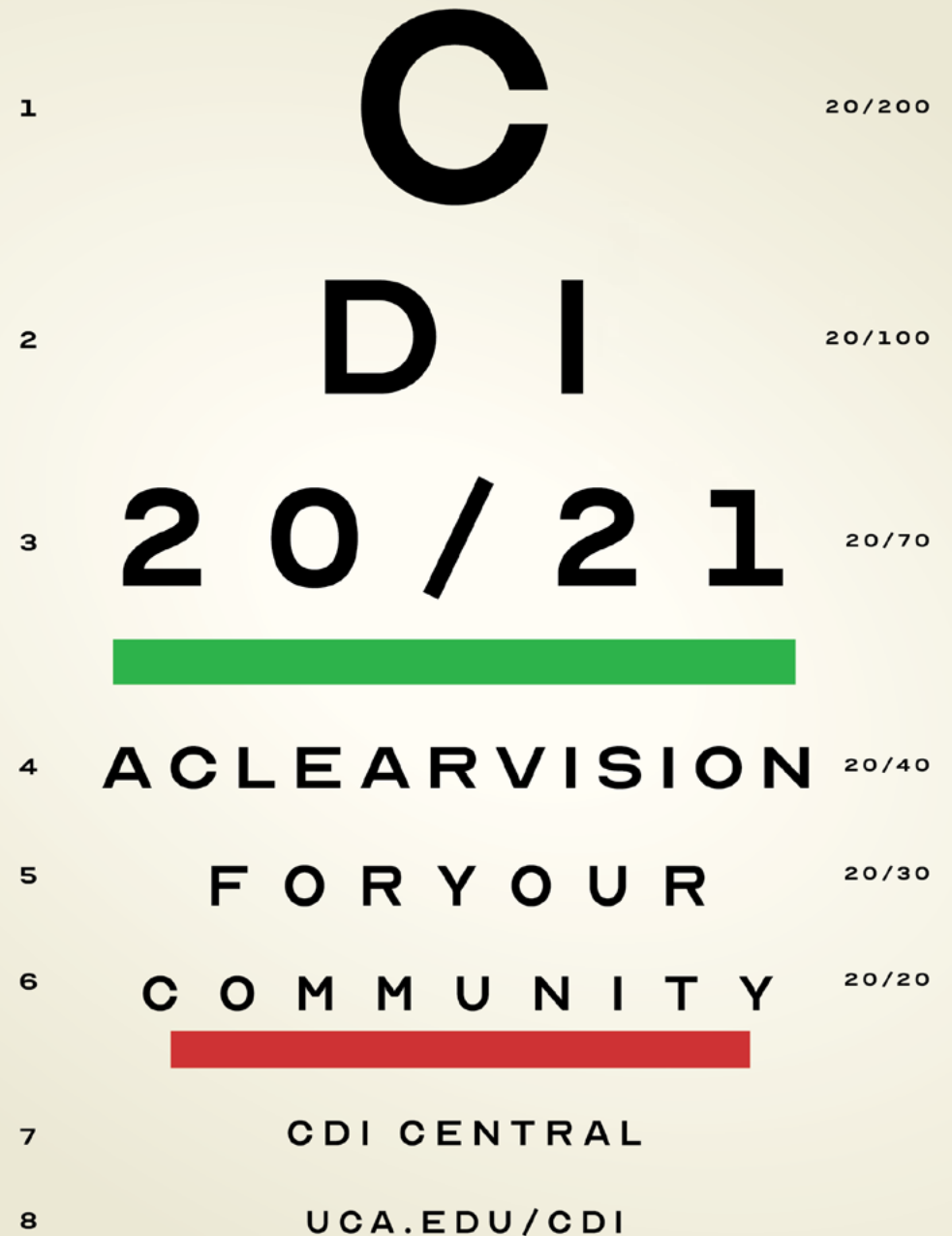
UCA Outreach is the home of the Center for Community and Economic Development and the longest running Community Development Institute in the nation! Through training and technical assistance, CCED equips leaders with the necessary tools and resources to build consensus and achieve community goals.

Community Development Institute 2021

Registration is now open for Community Development Institute (CDI) 2021! CDI is the go-to resource for community and economic development training. Learn the skills and strategies you need to make an immediate impact on your community. CDI is beneficial for any community leader: elected officials, economic and community developers, city planners, nonprofit professionals and other community leaders.

The CDI 2021 keynote will be given by Matt Dunne, Founder and Executive Director of the Center on Rural Innovation in Hartland, Vermont. Matt will share about his work in rural America building 21st-century economic development models, creating tools to allow rural stakeholders to do more impactful work, and investing in rural entrepreneurs to empower communities to build wealth and jobs. You can view other CDI 2021 courses and speakers by viewing the draft schedule at uca.edu/cdi/schedule

CDI 2021 will be held August 2 - 6, 2021. Register today at uca.edu/cdi



Women's Leadership Network

The Women's Leadership Network at UCA is created for women, by women, to support women who are seasoned or aspirant leaders in the home, at work or in the community. We provide opportunities for women to connect from various backgrounds from all across the nation! Join us as we elevate, empower and embrace all women in our community!

Make plans to JOIN US! All events are Central Time.

January 27

Leadership and Breaking Barriers

Speakers: Christina Shutt and Kandi Hughes

11:30 AM - 12:30 PM CT | [Virtual](#)

February 18

Using Emotional Intelligence to Improve Relationships

Speaker: Dr. Nicole Walters

6 - 7 PM CT | [Virtual](#)

March 17

Finding Your Voice

Speakers: Denise Donell

11:30 AM - 12:30 PM CT | [Virtual](#)

April 20

Sexual Harassment

Speaker: Allison Vetter

6 - 7 PM CT | [Virtual](#)

Join us for monthly events.

Find us on social media!

uca.edu/outreach/women

[fb.com/groups/ucawomen](https://www.facebook.com/groups/ucawomen) 

[@ucaoutreach](https://twitter.com/ucaoutreach) 

501-450-5261

Women's Leadership Network Circle of Influence Groups

Circle of Influence Groups exist to offer a safe place for women pursuing similar goals and successes in their professional pursuits. The circles are designed to provide mutual support, accountability and networking within the group's niche market. Each group meets once a month virtually.

[Click here to learn more!](#)

Circle of Influence Groups offered Spring 2021

CAREGIVER

Designed for women who are balancing being a caregiver while growing in their career

ENTREPRENEUR

Designed for women interested in starting a business or growing their startup business

HIGHER EDUCATION

Designed for women working in or desiring a position in a higher education institution

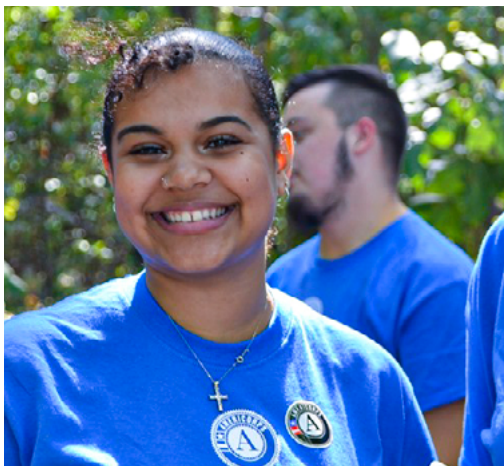
PROFESSIONAL LEADERSHIP

Designed for women with leadership responsibilities in their current position

For more information about WLN Circle of Influence Groups, email women@uca.edu

SERVICE-LEARNING and Volunteerism

UCA Outreach takes service beyond the walls of the university and into the community through its service-learning and volunteerism programs. Visit uca.edu/servicelearning to learn more about all the ways our students, faculty and staff serve the community and how you can get involved!



SPECIAL SERVICE

Members of the UCA and Conway communities can share and connect with service opportunities by visiting uca.givepulse.com or contacting us directly.

The UCA Service-Learning Program also sponsors numerous national service opportunities for UCA students, recent graduates, and community members. National service members earn a living allowance while completing an intensive service experience and qualify for an education award following successful completion of their year of service. Learn more about our AmeriCorps programs at uca.edu/ameriCorps.

CONWAY CONVERSATIONS

Since 2017, **Conway Conversations** has provided a space for members of the UCA campus and Conway communities to come together and engage in conversation about social issues affecting diverse groups of community members.

Check the Conway Conversations webpage for ongoing opportunities to participate in dialogue across differences. [Learn more by clicking here!](#)

National Day of Racial Healing: A Conversation

January 19 | 12 - 1 PM Online Discussion

Stamped: Racism, Antiracism, and You Book Discussion

February 17 | 12 - 1 PM Online Discussion

This Book is Anti-Racist Book Discussion

February 10 and 24, March 10 | 12 - 1 PM Online Discussion



BOARD DEVELOPMENT WORKSHOP SERIES

As a way to support our local nonprofit partners, the UCA Service-Learning Program and Arkansas Community Foundation Faulkner County affiliate have created a series of workshops for nonprofits and their current and prospective board members. All workshops are FREE and open to government and nonprofit professionals, nonprofit board members, and community members interested in learning more about board service.

Board Member Basics

If you are looking for a way to serve your local community and support causes that you care about, serving on a nonprofit board is one of the best ways to make a meaningful impact. But what does board service really mean? UCA Outreach and the Faulkner County affiliate of the Arkansas Community Foundation will provide training on board member basics to walk you through the typical roles and responsibilities of a board member, the importance of nonprofits having diverse and inclusive boards, experiences and insights from a panel of current board members on how to make the most of your time on a nonprofit board.

January 19 | 2 - 3:30 PM CT | [Online Workshop](#)

Equipping Nonprofit Boards for Donor Development

No matter what your nonprofit's mission or daily operations look like, fundraising makes up at least some of your revenue stream, and in the current economic climate, innovative approaches to fundraising needs are more important than ever. Whether a nonprofit has a dedicated development team or an all-volunteer staff, board members can provide some of the creative energy, professional expertise, and community networks needed to expand your organization's approach to fundraising. This workshop offered by UCA Outreach and the Faulkner County affiliate of the Arkansas Community Foundation for nonprofit leaders and board members will consider how board members can better leverage their own skills and assets to support nonprofits' fundraising and donor stewardship, as well as how nonprofits and board members can use social media to communicate with donors year-round.

February 2 | 2 - 3:30 PM CT | [Online Workshop](#)



COMMUNITY WRITING CENTER

At the UCA Community Writing Center, AmeriCorps service members offer one-on-one support live, online and by email for community members seeking services such as resume review, cover letter writing and other professional writing tasks. The Community Writing Center is located in the UCA Center for Writing and Communication in Thompson Hall. For more information and current Community Writing Center hours and services, visit uca.edu/outreach/writing.

Community Engagement

Financing a Home Loan

Financing a home is a big step. Learn the benefits to home ownership as well as the different loan program options available. Find out what the biggest obstacles are toward home ownership and how to overcome them. You'll also learn the mechanics of credit scores - what they mean, how to improve low scores and what options are available to buyers. Ashley is ready to take you step-by-step through the application and loan process. Sign up today!

FREE

TUESDAY, APRIL 8

6 - 7 PM CT

PRESENTER: ASHLEY NEWMAN, MORTGAGE

ORIGINATOR, CENTENNIAL MORTGAGE NMLS#1268524

VIRTUAL | [REGISTER ONLINE](#)



Smart Money Habits

Being financially responsible involves control, planning and having a strategy in place to reach your financial goals. Learn how to establish reachable goals and develop new spending and saving habits that can help you increase your income and decrease spending. See tips on organization and record-keeping and regain control of your money to create stability in your financial future. This webinar will answer these big questions:

- What are the steps for setting financial goals?
- How can you track your daily spending habits?
- How can you prepare a personal saving and spending plan to estimate your monthly income and expenses?
- Are there tools to help you manage your cash flow?
- Are there ways to increase your income and decrease your spending?

Smart money management can help you stay in control of your finances, especially when COVID-19 has made a huge impact on our daily lives. Join us for this webinar for advice on budgeting, saving and planning to fit your financial needs.

FREE

TUESDAY, JANUARY 26

6 - 7 PM

PRESENTER: AUSTIN NORMAN, REGIONS BANK

VIRTUAL | [REGISTER ONLINE](#)

Gettin' Dirty with an Arkansas Archaeologist Jamie C. Brandon Center for Archaeological Research

Annual Spring Course Series

Within the boundaries that define the state of Arkansas is a region filled with a long history of occupations, first by Native peoples and later by settlers in the early 19th century. The region is a wealth of historical and archaeological resources that document several thousand years of people utilizing, living, and thriving on the land now known as Arkansas. These people left traces of their daily lives, various uses of the landscape, a long history of exchange and trade with neighboring peoples and cultures, and tangible examples of symbolic connectedness to the region. Explore the diversity of this rich heritage by "gettin' dirty" with Dr. Duncan McKinnon, Director of the Jamie C. Brandon Center for Archaeological Research here at UCA. During a three-week period every March, journey into the past with Dr. McKinnon to explore a time long ago – but not forgotten.

Spring 2021 Course

The First People: The Earliest Inhabitants of Arkansas

Migration Patterns of Early Inhabitants

Have you ever wondered about the first people to live in this land that we now know as Arkansas? How long ago did people first roam the landscape of Arkansas and surrounding regions? Known to archaeologists as Paleoindians, these people were highly mobile as they roamed the land gathering wild foods and hunting "megafauna" using sophisticated stone tool technologies. Explore current evidence revealing their various paths of migration as they first occupied North America.

FREE

THURSDAY, MARCH 4

6-7 PM

VIRTUAL | [REGISTER ONLINE](#)

The Daily Life of Early Inhabitants

What about the daily lives of the earliest inhabitants? Paleoindians were very resourceful during a time in which the climate was very different. What was necessary of them to survive? What kinds of stone tools did they create and use? What types of foods did they hunt and gather? Examine the evidence left behind that reveals the day-to-day activities that define lives of Paleoindian people in Arkansas and North America.

FREE

THURSDAY, MARCH 11

6-7 PM

VIRTUAL | [REGISTER ONLINE](#)

Symbolic and Ceremonial Expressions of Early Inhabitants

In addition to evidence for daily activities, there are also examples left by early inhabitants that provide a glimpse into their symbolic and ceremonial expressions. Did you know that the earliest documented ceremonial burial ground in the Americas is right here in Arkansas? This site is known as the Sloan site and is located in the northeast corner of the state. Discover who these people were and how the Sloan cemetery offers a unique window into the symbolic and ceremonial expressions of hunter-gatherers who occupied Arkansas.

FREE

THURSDAY, MARCH 18

6-7 PM

VIRTUAL | [REGISTER ONLINE](#)

Youth PROGRAMS

Conway Area Youth Leadership Institute (CAYLI)

The Conway Area Youth Leadership Institute (CAYLI) is designed to develop leadership potential within high school juniors and seniors. CAYLI addresses the challenges and opportunities of our community, which exposes students to avenues for community involvement and improvement. CAYLI is a school year program consisting of a two-day retreat and seven monthly sessions, which include human services, education, media/technology, healthcare, work world/economy, government/court system and environment/agriculture. A community service project is a vital part of the curriculum.

**Applications open
February 1 - March 1, 2021.**
[Click here to learn more!](#)



CONWAY AREA YOUTH LEADERSHIP INSTITUTE
EST. 1995



Know Before You Go: College Planning – Getting Where You Want to Go

Too many students wait until the summer before their senior year to start thinking about college. By that time, though, it may be too late to accomplish what their colleges expect from them. Grades and test scores are only part of the equation; extracurricular activities, leadership opportunities, community service, and much more may be part of the application, too. This workshop looks at the college planning process on a year-by-year basis, showing parents and students what needs to be done each year for students to look their best on college and scholarship applications.

FREE | [ONLINE CLASS](#)
TUESDAY, FEBRUARY 2
6 - 7 PM CT
DONNA HILL, CLASS 101 OF
CENTRAL ARKANSAS

Know Before You Go: Explore Your Future Career - Life After High School

College offers students a plethora of pathways to explore as students embark upon a new and exciting phase of life. The college experience becomes even more enriching when, before arriving on campus, you've already done a bit of exploration - especially along the lines of career interests and the fields of study that lead down those various paths. This session will allow high school juniors, seniors, and their parents/guardians to take a deeper look into career interests and majors through goal setting and career exploration as students make the transition into college or the workforce.

FREE | [ONLINE CLASS](#)
TUESDAY, MARCH 2
6 - 7 PM CT
ROBYN WILLIAMS, ASSOCIATE
DIRECTOR OF CAREER SERVICES -
COOPERATIVE EDUCATION, UCA

CONFERENCE SERVICES

WE ARE OPEN!

Due to ongoing COVID-19 protocol, Conference Services is currently operating under limited room capacities and set up styles.

Please remember that face coverings are **REQUIRED** on campus in any enclosed spaces, events included.

With this in mind, if you would like to reserve a space with us, we are here to help!

We're not just passionate about customer service, but everything else that goes with helping you pull off a flawless event. Our Conference Services team is dedicated to making your conference, workshop or wedding stress-free. We are excited to announce that we are also offering a new service-virtual meetings!

Brewer-Hegeman Conference Center
201 Donghey Avenue
Conway, AR 72035
501-852-2699

uca.edu/conferenceservices

[uca.conferenceservices](https://www.facebook.com/uca.conferenceservices)

[@UCAConferenceServices](https://www.instagram.com/UCAConferenceServices)

Let UCA Conference Services host your next virtual meeting or webinar!

VIRTUAL MEETING SERVICES

- Planning
- Event design and branding
- Registration
- Question and answer facilitation and moderation
- Technical support and troubleshooting

Zoom is our platform of choice for delivering a quality virtual event experience. We have the capacity to host events with up to 500 participants.

Our meeting planners will help design the best virtual format ideal for achieving your event goals. Don't forget . . . we offer updated technology and full-service event planning for face-to-face or hybrid meetings too! Contact us today for an initial consultation.



UNIVERSITY OF
CENTRAL
ARKANSAS™

CONFERENCE
SERVICES



Dr. Patricia Poulter

For this issue of the Outreach booklet, we caught up with University of Central Arkansas' Provost and Executive Vice President of Academic Affairs, Dr. Patricia Poulter, to highlight the lighter side of "Patty" and the importance of personal growth and development.

Poulter is quite the renaissance woman. She's a musician (piano, guitar, ukulele), an artist and also a collector of outsider art. Poulter collects portraits from some well-known contemporary artists as well as found portraits. Her own art is primarily altering existing items such as books, game pieces, discarded photographs and creating layered stories.

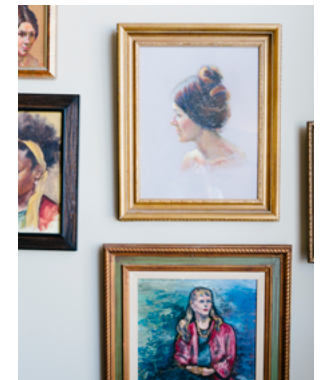
Dr. Poulter also enjoys hiking the great outdoors. Emphasizing the importance of learning the climatic, biological, geological histories of the various terrains, she believes makes it all the more interesting. "Hiking also challenges me to trust myself, to pay attention more closely to the natural world and how I physically interact with it," said the Provost.

Poulter offers her take on self-improvement and personal growth, "I think personal growth IS self-improvement. Challenging ourselves to learn new things makes our world bigger, yet we also start seeing more and more connections in the world." She goes on to say, "Enthusiasm for life is vital for a healthy outlook, and I believe it also builds empathy. Besides - learning new things is fun! We have to let go of our perceptions of perfection and just try new things."

Although the pandemic has put a damper on most of our face-to-face activities, we have other outlets for the community to explore. "UCA's campus is beautiful in all seasons, and simply walking and taking in the landscaping, the architecture, and enjoying the surroundings is healthy for the body and soul. The Jewel Moore Nature Reserve has trails, interactive and informational signs - a great way to learn about Arkansas biology and botany. The Archives at Torreyson Library serve as an incredible resource for learning about our history of place," said Poulter.

For the lifelong learner seeking alternative ways to learn something new, consider the array of virtual learning opportunities available through Outreach and Community Engagement.

Learn more at uca.edu/outreach



The Arts AT UCA DOWNTOWN

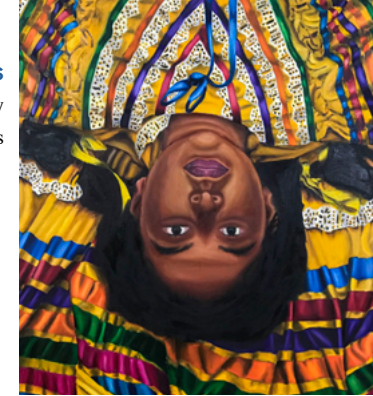


Mercer Textiles by
Crystal C. Mercer



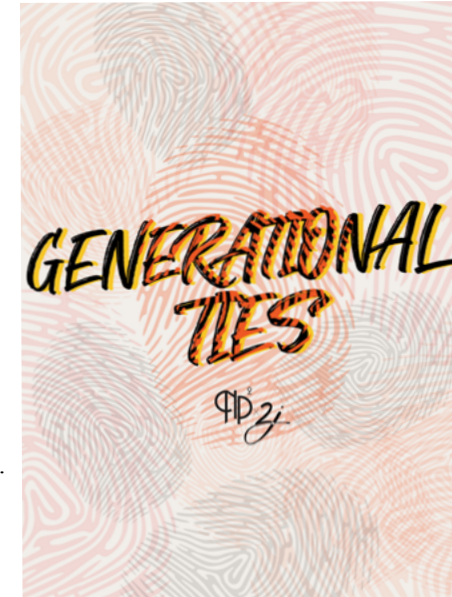
Color and Creativity ft.
artworks by consumers
of Independent Living
Services

Latinos Unidos
ft. Artworks by
Latin Artists



UCA Downtown is currently open for art exhibits and for events of limited size. Face masks/coverings and social distancing is required.

Our art exhibit hours are from 2 - 5 PM, Tuesdays & Wednesdays and 12 - 5 PM, Fridays. Please call **501-450-3118** for more details.



Generational Ties: Who I am. Who We Are.

UCA Downtown is pleased to present this year's Black History Month Exhibit *Generational Ties: Who I am. Who We Are*. This exhibit is curated by Nick and Nakeya Palmer, a husband and wife team who are UCA alumni and founders of NP².

Generational Ties represents the generational evolution of Blackness and resilience. This exhibit features a virtual and in-gallery display and an artist talk featuring local artists.

GALLERY HOURS:
TUESDAYS & WEDNESDAYS, 2 - 5 PM; FRIDAYS, 12 - 5 PM
SHOW RUNS:
FEBRUARY 2 - MARCH 5

Winter Art Showcase by The
Conway League of Artists



African American Gothic by Adaja Cooper

1105 W. Oak Street
Conway, AR 72032

downtown@uca.edu
uca.edu/downtown
501-852-8223

[fb.com/ucadowntown](https://www.facebook.com/ucadowntown)



UCA DOWNTOWN

SENIOR SPOTLIGHT



Fall Prevention and Home Safety Tips

The Arkansas Geriatric Education Collaborative (AGEC) will present a free educational program to learn about how to identify and prevent the risk of falls, physical and mental consequences of falling, resources for safety checks and exercises for fall prevention.

FREE | [ONLINE CLASS](#)

TUESDAY, FEBRUARY 9

1:30 - 2:30 PM CT

LAURA SPRADLEY, OUTREACH COORDINATOR AND
LEAH TOBEY, PT, DPT, MBA, CLINICAL COORDINATOR
FOR THE AR GERIATRIC ED COLLABORATIVE AT UAMS

Understanding Opioids & Non-Opioid Pain Management Alternatives

Opioids are highly addictive, and opioid abuse has become a national crisis in the United States. Join Leah Tobey of The Arkansas Geriatric Education Collaborative (AGEC) to learn about opioids and non-opioid pain management alternatives in the older population. You'll discover how pain works, examples of opioids, non-opioid pain alternatives, state and local resources, and for attending, you'll be mailed a comprehensive take-home book after the seminar.

FREE | [ONLINE CLASS](#)

TUESDAY, MARCH 30

6 - 7 PM CT

LEAH TOBEY, PT, DPT, MBA, CLINICAL COORDINATOR FOR THE AR GERIATRIC ED COLLABORATIVE AT UAMS



ONLINE AND WORKFORCE

training programs

We offer over 800 highly interactive courses that you can take entirely over the Internet. All of our courses are led by expert instructors, many of whom are nationally known authors. Our online courses are affordable, fun, fast, convenient, and geared just for you.

Ready to explore our catalog? [Click here to browse our online catalog](#) or check out our featured courses listed below.

Start dates vary by class, are available 24 hours and are 100% online!

Animal Lover Suite

If you love animals, you will love these three courses! Jump into the world of nature photography with Photographing Nature with Your Digital Camera. You'll master taking beautiful outdoor photos of everything from landscapes to specific nature items such as water, flowers, trees, animals and more.

You will also find out how to translate your passion into a profitable career with Start a Pet Sitting Business. You'll master the essentials and by the end of this course, you'll have all the knowledge you need to be a successful set sitter.

You can prepare for a career as a veterinary assistant in Become a Veterinary Assistant. This course, taught by a practicing veterinarian and college instructor, will give you the information you need to counsel veterinary clients on pet nutrition, vaccinations, worms, fleas, first aid, euthanasia, and alternative medicine.

COST: \$261

CURT SIMPSON AND JEFF GROGNET

[ONLINE CLASS](#)

Creating Wordpress Website Series

Learn how to create attractive, sophisticated blogs and websites - without any coding! WordPress is the world's most popular website publisher, powering more than 25% of all sites on the internet. WordPress is an easy-to-use solution that will help you put your site on the Web in far less time than by coding and at a much lower cost than hiring a professional.

COST: \$174

RICHARD MANSFIELD

[ONLINE CLASS](#)



Mastering Your Digital SLR Camera

In this course, you will break through the technology barrier and learn how to use your DSLR to take beautiful photos. You will start out by learning about the many features and controls of your DSLR and look at the lenses you need for the kind of photography you enjoy. With these skills, you will be able to take your photography to the next level. By the end of this course, you will be a DSLR master and will be able to take the photos you've always dreamed of.

COST: \$115

CURT SIMMONS

[ONLINE CLASS](#)



Accounting Fundamentals II

This course will provide you with a solid understanding of corporate accounting practices. You will explore such topics as special journals, uncollectible accounts receivable, plant assets, depreciation, notes and interest, accrued revenue and expenses, dividends, retained earnings, and various financial reports for corporations. If you're interested in increasing your financial awareness and accountability while also gaining a marketable skill, this is the course for you. This course is instructor-led or self-paced. Sign up today!

COST: \$115
CHARLENE MESSIER
[ONLINE CLASS](#)

Introduction to Python 3 Programming

Learn how Python has slithered its way to the top of the programming languages. Python was designed to provide a way to develop code that's easy to create and understand. While Python contains the same basic structures as the other languages, it also offers unique functionality that makes your life as a programmer easier. This is a self-paced class that can be completed anytime online. Don't delay, sign up today!

COST: \$115
NO INSTRUCTORS
[ONLINE CLASS](#)



Accounting Fundamentals

In this comprehensive course, you will learn the basics of double-entry bookkeeping, as well as how to analyze and record financial transactions. You will get hands-on experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities. Accounting Fundamentals covers all the bases, from writing checks to preparing an income statement and closing out accounts at the end of each fiscal period. Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, this course will give you a solid foundation in financial matters. This course is instructor-led or self-paced. Sign up today!

COST: \$115
CHARLENE MESSIER
[ONLINE CLASS](#)

Introduction to Microsoft Excel 2016

Become proficient in using Microsoft Excel 2016 (now available through Office 365) and discover how to create worksheets, workbooks, charts and graphs quickly and efficiently.

COST: \$129
WALLACE WANG
[ONLINE CLASS](#)

C# Programming Series

Learn the fundamentals of computer programming with C#, the in-demand and incredibly useful programming language that incorporates the best features of visual Basic , C++ and Java. This class will teach you how to program the right way: by using a state-of-the-art language to build impressive applications on your schedule and on your very own computer. This class is instructor-led. Sign up today!

COST: \$174
MIKE ORSEGA
[ONLINE CLASS](#)



Achieving Top Search Engine Positions

The vast majority of Web traffic comes from search engines. That means the most important thing you can do to increase your website's traffic is to improve its search engine ranking. To do that, you have to understand both the art and science of search engine optimization (SEO). In this course, you'll gain the knowledge you need to boost your website's visibility. By the end of the course, you'll have mastered proven, step-by-step SEO strategies that you can implement right away. This course is instructor-led or self-paced. Sign up today!

COST: \$115
CHRIS MINNICK
[ONLINE CLASS](#)

Start Your Own Online Business

You will be given a step-by-step approach in this class that is easy to follow—from building a simplified strategy to branding your business. You will learn to create a product and how to build and launch your own website. You will learn to engage prospective customers, and implement a process that will drive fresh leads to your business. You simply need to know what to do and how to do it. So whether you are looking to generate a nice side income or even to replace your current income and ditch your full-time job, this course is for you. This is a self-paced class that can be completed anytime online! Sign up today!

COST: \$115
BRAD SEMP
[ONLINE CLASS](#)

Get Grants!

In this class, you will learn how to develop successful, grant-fundable proposals. Whether you're interested in writing grant proposals as a career or in obtaining funding for your organization, this course will give you the grant-writing skills you need to outshine your competition. Highly recommended for development professionals, educators, nonprofit agency staff members or volunteers, and anyone else involved in fundraising for a large or small organization. While the skills you'll learn during this course are transferable, keep in mind that the focus of this class is on obtaining grant funding for nonprofit organizations. This is a self-paced class that can be completed anytime online! Sign up today!

COST: \$115
JANET LEVINE
[ONLINE CLASS](#)

SQL Series

Learn the basic structure of relational databases and how to read and write simple and complex SQL statements and advanced data manipulation techniques. By the end of this course, you'll have solid working knowledge of SQL. You will feel confident in your ability to write SQL queries to create tables; retrieve data from single or multiple tables; delete, insert, and update data in a database and gather significant statistics from data stored in a database. This class is instructor-led. Sign up today!

COST: \$199
DR. CECELIA ALLISON
[ONLINE CLASS](#)

Virtual Communications for Managers

This Virtual Communication for Managers training class provides managers with an understanding of virtual communications and how to use technology to communicate with staff members who are never, or seldom, seen in a traditional office setting. Topics Include: Virtual Communication Basics, Secure and Unsecure Communications, Types of Media, Graphics and Imagery, Assessing the Audience, Access and Availability, and The Art of Group Facilitation. This is a self-paced class that can be completed anytime online! Sign up today!

COST: \$49.95
NO INSTRUCTOR
[ONLINE CLASS](#)



Certificate in Infectious Diseases and Infection Control

Infectious diseases are a key concern for any healthcare professional. Globally, infectious diseases are responsible for more than 25% of all deaths, second only to cardiovascular disease. This online course offers insights into infectious diseases that are essential for medical professionals. By the end of this course, you'll have a solid understanding of the most common infectious diseases as well as a grasp of the procedures that can help contain them. This course is instructor-led or self-paced. Sign up today!

COST: \$78
CYNDIE KOOPSEN
[ONLINE CLASS](#)

Distribution and Logistics Management

Discover how to improve distribution and logistics management activities, reduce costs, save time, increase customer satisfaction, and better meet your company's objectives. This course will show you how to achieve success through a combination of distribution and logistics strategies and tactics. This course is instructor-led or self-paced. Sign up today!

COST: \$115
TONY SWAIM
[ONLINE CLASS](#)

Computer Skills for the Workplace

Confidently apply for jobs knowing that you possess the computer skills needed to perform on the job. Identify who already possesses these skills will stand above those who do not. This class is designed to provide the fundamental computer competencies you need to survive and prosper in today's fast-changing workplace.

COST: \$115
DAVE PAQUIN
[ONLINE CLASS](#)

Business Finance for Non-Finance Personnel

Position yourself to be more confident in your business and financial decisions. This course will provide you with a better understanding of financial information and basic operations so you can make better decisions that will positively impact your company's bottom line.

COST: \$115
MATT CRABTREE
ONLINE CLASS

Business and Marketing Writing

Are you a writer working in the business world? Or a marketing professional responsible for obtaining great marketing copy? Maybe you're just interested in a writing or marketing career. Whatever your background, this fun, introductory course will teach you to write or identify copy that achieves business and marketing goals. Improve your work, your knowledge, your company's image, and your chances of getting hired, promoted or applauded! Using clear explanations, real-life examples, and an animated style, the class solidifies the relationship between business, marketing principles, and written communications. You will learn how business and marketing objectives affect writing choices. You'll get practical writing instruction in grammar, clarity, structure and more. You'll understand issues unique to this discipline, such as buzzwords, working with a team, and marketing ethics. This course will help you understand the power of writing - and use it to present a solid, cohesive message to your target audience. This course is instructor-led or self-paced. Sign up today!

COST: \$115
LISA ADAMS
ONLINE CLASS

Administrative Assistant Fundamentals

Become an indispensable member of the corporate team as an Administrative Assistant. This course will help you master essential job responsibilities as you identify opportunities and implement solutions for increased productivity throughout your company.

COST: \$115
BECKY SWAIM
ONLINE CLASS

Customer Service Fundamentals

Learn how to correctly anticipate and meet your customers' needs. This course will help you discover some effective methods to bring out your best and do the same for the other people you work with as you serve as an ambassador for your company.

COST: \$115
TONY SWAIM
ONLINE CLASS

Using Social Media in Business

One of the biggest challenges for business owners is finding new customers. Over the past decade, some business owners have leveraged social media to do just that. Whether you're a social media novice or a seasoned veteran, this course will give you a solid foundation in social media marketing and using it to grow your business. In today's globally connected environment, social media is a game changer for businesses. So, whether you're looking for a new way to market your business or simply want to better understand social media, this online social media marketing course will empower you.

COST: \$115
BRAD SEMP
ONLINE CLASS

Administrative Assistant Applications

Gain the skills you need for success as a Certified Administrative Professional. This course will not only give you the ability to perform daily administrative tasks, but will also give you an inside view into how a professional organization's different departments work together to make or break a company.

COST: \$115
BECKY SWAIM
ONLINE CLASS

Building Teams That Work

In this course, you will learn the components of a successful team and the stages of its development. You will master the skills you will need to effectively manage projects, make decisions, and solve problems in a team setting. Plus, you will have a chance to learn the pitfalls of unhealthy group interaction and minimize any of its effects on your team. Along the way, you will follow real-life examples and scenarios to help you identify with the team-building process. There's a lot more to it than just getting several people together in a room at the same time. Are you eager to develop your leadership qualities and be a quality team participant? Many of today's teams rotate leadership roles, so it's crucial to understand both perspectives as you learn the best ways to communicate and work together for positive change. This course is instructor-led or self-paced.

COST: \$115
VIVIAN HARTE
ONLINE CLASS

Achieving Success with Difficult People

Do you want to know how to interact with anyone, regardless of how difficult you perceive them to be? This course will give you the skills to effectively meet your needs while protecting the dignity and rights of others to form more cooperative relationships.

COST: \$115
DAWN LIANNA
ONLINE CLASS

SAT/ACT Prep Series

Making the decision to attend college is probably one of the most important decisions you'll ever make, and your performance on college entrance exams is instrumental in determining your college choice. Universities and colleges throughout the U.S. require applicants to take the SAT or ACT as part of their evaluation package. This series will prepare you for both tests and to excel in all sections of the undergraduate college entrance exams and provide you with the means to achieve your best potential score!

COST: \$174
JESSIE STELLINI,
BENJAMIN N. GIALLORETO
ONLINE CLASS

GRE Pre - Part 1 (Verbal and Analytical)

If you're planning to apply to graduate school, you'll likely have to take the GRE. This course is here to help! Part 1 takes you through all the question types on the verbal reasoning and analytical writing sections, including reading comprehension, text completion, sentence equivalence questions and both essay tasks. You'll gain pointers on time management, anxiety relief, scoring and general standardized test-taking. Be prepared to excel on exam day to achieve your best potential score!

COST: \$100
Laura Davis
ONLINE CLASS

Praxis Core Prep

Are you a prospective teacher who needs to pass the Praxis Core Exam? Have you already attempted the Praxis Core and not been successful? If you answered yes to either of these questions, then this course is for you! You'll develop all the skills you need for the test as we review and prepare for everything it includes. You'll learn useful test-taking strategies and get plenty of practice questions that are similar to what you'll find on the exam. Sign up today!

COST: \$115
KT PAXTON
ONLINE CLASS

GRE Pre - Part 2 (Quantitative)

Part 2 features a math review and techniques for tackling the quantitative comparison, data interpretation, and standard math questions that make up the quantitative reasoning sections, as well as how to tackle the GRE's unique question formats. You'll find pointers on time management, anxiety relief, scoring and general standardized test-taking, too. Be prepared to excel on exam day!

COST: \$100
Laura Davis
ONLINE CLASS

GMAT

This prep class will provide you with test-taking techniques and methods for improving your score and saving time on all GMAT question types. You'll review the more familiar questions and learn how to approach question types that may be new to you, like critical reasoning and data sufficiency.

COST: \$100
BENJAMIN N. GIALLORETO
ONLINE CLASS

Prepare for the GED Math Test

Master the skills required to pass the Mathematical Reasoning module in the GED® test series. You'll start off with a review of math basics and begin building the foundation you'll need to solve the types of math problems commonly found on the test. In the process, you'll develop hands-on experience with percentages, proportions, statistics, algebra, geometry and more. Each lesson gives you a chance to apply your knowledge by practicing with the same kind of questions you may find on the GED® test. By the time you finish this course, you'll be much more comfortable with your math skills, and you'll know how, when, and why to use each math concept you learn. This class is instructor-led. Sign up today!

COST: \$115
BARBARA ROSTON
ONLINE CLASS

Creating a Successful Business Plan

Turn your business ideas into a solid plan for financing and long-term success. Committing your idea to paper in the form of a business plan not only increases your chances of obtaining financing, but also in keeping your business strategically focused. You will work through all the major components of writing a business plan and emerge with your first draft in hand. And most importantly, you will have completed the first—and most difficult—step on the path to small business success.

COST: \$115
KRIS SOLIE-JOHNSON
ONLINE CLASS

Grant Writing Suite

Get three courses in one bundle! A to Z Grant Writing, Advanced Grant Proposal Writing and Becoming a Grant Writing Consultant. Learn how to research and write winning proposals that get funded, become proficient in the proposal format used by the vast majority of public foundations and learn to become a grant writing consultant.

COST: \$261

DR. BEVERLY A. BROWNING,

LINDA VALLEJO

[ONLINE CLASS](#)



Drawing for the Absolute Beginner

If you've always been interested in drawing but don't really know how to get started, then this is the course for you. Gain a solid foundation and understanding of the basics of drawing and become the artist you've always dreamed you could be! You'll become intimately familiar with paper types, drawing styles, rendering techniques, and the basic principles of perspective, layout, design, lighting, volume, and space. If you have an interest in learning what it's like to draw or would love to increase your current knowledge in the field of art and illustrating, then this course aims to fulfill all of your needs.

COST: \$115

CHAD WALKER

[ONLINE CLASS](#)

Discover Digital Photography

This course will teach you all about digital cameras, from DSLRs to smartphone cameras and what different equipment is used for. You will learn about different display methods for your camera, including sizing, print options, online storage, and how social media factors into digital photography. And if you have old slides, negatives, or prints, this course will also teach you how to scan those "old school" photo assets. After completing the course, you will understand how the process of composing photos has changed with the evolving capabilities of digital photography.

COST: \$115

BEVERLY RICHARDS SCHULZ

[ONLINE CLASS](#)

Photographing Nature with Your Digital Camera

In this course, you'll learn about the many aspects of outdoor photography as well as how to master your digital camera's controls and features. With the knowledge you gain in this course, you'll be taking exceptional nature photos in no time. You'll explore composition and lighting issues and find out how to take beautiful photos of landscapes, flowers, trees, and water. Along the way, you'll delve into your camera's shutter speed and aperture controls so that you'll be able to capture the photos you really want. You will discover how to use your computer to process your photos and digitally correct the most common problems. You'll see how your photos can become works of art rather than just snapshots of nature. By the end of this course, you'll have become the nature photographer you always wanted to be!

COST: \$115

CURT SIMMONS

[ONLINE CLASS](#)

Certificate in Healing Environments for Body, Mind and Spirit

Optimal Healing Environments (OHEs) are those environments in which characteristics of the individuals and various elements of the organization are focused on social, psychological, physical, cultural, and spiritual components that support and enhance the inherent healing capacities of the individuals who live and work in the environment. Healing relationships, the powerful effect of evidence-based design and all its elements (color, sound, light, art), a focus on nature, the impact of technology on health, and the important environmental aspects of health such as clean air and water are all explored in this innovative certificate program. The outcome of this certificate is for the learner to describe the various elements of optimal healing environments and how they impact the health of individuals and communities on a physical, social, psychological, and spiritual level; and describe methods of enhancing personal and work environments so they support the health of individuals and surrounding communities in a sustainable, healing manner. (16 contact hours)

COST: \$96

CYNDIE KOOPSEN

[ONLINE CLASS](#)



Certificate in Mindful Relationships

This course will prepare you to earn a Certificate in Mindful Relationships. Mindfulness is an increasingly prominent tool used by individuals, professionals, corporations, and communities as a way to improve overall mental and physical health and cope with stressful situations. As a powerful stress management and health technique, it is used by health/career coaches, corporate leaders, healthcare providers, and others in virtually every industry to support personal health and productivity as well as the focus, creativity, and productivity of employees. Across industries, business leaders, clinical therapists, psychologists, mental/behavioral health workers and social workers are all using these techniques as part of their practice.

COST: \$48

CYNDIE KOOPSEN

[ONLINE CLASS](#)

Introduction to Guitar

Learn to play guitar, and become the musician you've always wanted to be! In these fun and informative lessons, you'll build basic guitar skills step-by-step with the help of hands-on exercises, audio and video recordings, and detailed illustrations. The classical guitar skills you'll master in this course will allow you to play any style of music, from hard rock to country-and-western. You'll make rapid progress as you follow a carefully planned practice schedule that reinforces each new skill you learn. Whether you're a beginner or an intermediate student, this course will take your musical talent to the next level. By the time you're finished, you'll be well on your way to becoming a skilled guitar player.

COST: \$115

EDWARD BURNS

[ONLINE CLASS](#)



Introduction to Internet Writing Markets

Learn the ins and outs of writing for the Internet from a professional writer. This course will help you discover the hundreds of choices you have when it comes to making money from your writing, and you'll leave with a publishing plan including next steps and markets that will help you achieve your goals.

COST: \$115

LINDA AKSOMITIS

[ONLINE CLASS](#)

Marketing Your Business on the Internet

Throughout the course, you'll learn to think strategically about marketing your website, products, and services using Internet technologies. You will also explore how to use an Internet marketing checklist and other tools and materials to develop a sound online business strategy. Before you know it, you'll have the skills and knowledge you need to develop a winning Internet marketing plan for your own business.

COST: \$115

LISA ADAMS

[ONLINE CLASS](#)

Fundamentals of Supervision and Management

Become a more effective manager by learning the language of business management. This course provides skills in managing time, delegating responsibility, motivating your employees, solving problems and resolving conflicts so you can accomplish your job more effectively.

COST: \$115

PATRICIA ADESSO

[ONLINE CLASS](#)



Certified Protection Officer

Looking for a career where you are always in demand? Certified Protection Officers (CPOs) enjoy ample employment opportunities and long-term job security. In this course, you will master the skills needed to obtain certification as a protection officer and gain employment in this popular field.

COST: \$850

DARLENE LAWRENCE

[ONLINE COURSE](#)

Digital Game Artist Certification

This online course will train you to become a professional video game artist. Training centers around developing core skills for jobs related to Digital Art, 3D Art, Modeling, Character Design and Environmental Art Design. Once completed, you will have multiple employable skills including modeling game props and characters, importing required elements into game specific software, animation of game assets, and more.

This is a skills-based course which will teach the key components and competencies needed to excel in positions related to 3D Art for Games and Environmental Art for Games. Beyond software and game related techniques, the course touches on just about everything, including general design and concept art. You will learn the fundamental principles of what makes good art great and the key social aspects needed for continued growth and professional development.

COST: \$2595

OPEN ENROLLMENT | 18 MONTHS

CHRISTIAN BRADLEY

[ONLINE COURSE](#)

CBCS Certified Medical Administrative Assistant with Medical Billing and Coding (vouchers included)

This course offers valuable training in medical office management and legal, ethical, and regulatory concepts that are central to this field, including HIPAA compliance and third-party guidelines for filing insurance claims. You will gain hands-on, practical experience in medical billing and coding and work with the main coding manual ICD-10-CM, ICD-10-PCS, CPT, and HCPCS Level II. You will learn how to code diagnoses, services, and procedures for all systems of the body. This course will also prepare you to sit for the Certified Professional Coder (CPC) exam and the Certified Coding Associate (CCA) exam. Note that the exam fees are not included for the (CPC) or (CCA) exams.

COST: \$2695

OPEN ENROLLMENT | 12 MONTHS

SHONDA MILES

[ONLINE COURSE](#)

Freight Broker/Agent Training

Freight broker training will help you learn the skills you need to be a successful Freight Broker/Agent. From licensing and operations to sales and marketing, you'll learn the basics of how to run a domestic freight brokerage or agency in the United States. As a freight agent or broker, you connect shippers and manufacturers with transportation companies and manage those shipments. From transportation law, contracts, and insurance, to setting up and running your own business, this is the best online freight broker training available.

COST: \$1895

OPEN ENROLLMENT | 6 MONTHS

JAN ROACH,

JEFF ROACH

[ONLINE COURSE](#)

Certified Paralegal (voucher included)

This course will help you gain the skills you need to enter the paralegal workforce. You will learn how to conduct legal research and legal interviews, how to perform legal analyses, and more. The course concludes with a capstone project and a portfolio review. You will first create a complete litigation file that includes: a legal analysis brief, an investigative report, client interview checklist, intake memo, complaint, legal research, and interoffice memorandum of law. Then, you will learn how to create a strong resume that encompasses your specialized skill set and showcases the impact you would make for your next employer.

COST: \$2495

OPEN ENROLLMENT | 12 MONTHS

CASEY THOMPSON

[ONLINE COURSE](#)

Human Resource Professional

This course explores the foundational aspects of HR, including human resource laws, hiring disciplines, and labor relations. You will learn industry-recognized practices that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM). Additionally, you will be prepared to take the HRCI's Professional in Human Resources (PHR) certification exam. You will also learn information useful to sitting for certification exams taken at more advanced stages in a human resources career, including the SHRM's Certified Professional exam and the HRCI's Associate Professional Human Resources exam.

COST: \$1795

OPEN ENROLLMENT | 6 MONTHS

ANNA SMITH

[ONLINE COURSE](#)

Comp TIA™ A+ Certification Training (vouchers Included)

This course will prepare you for CompTIA™ A+ certification. You can earn this certification after you pass two exams. The CompTIA A+ Certification Exam 220-1001, covers mobile devices, networking technology, hardware, virtualization and cloud computing and network troubleshooting. The CompTIA™ A+ Certification Exam 220-1002 covers installing and configuring operating systems, expanded security, software troubleshooting, and operational procedures.

COST: \$1995

OPEN ENROLLMENT | 6 MONTHS

DAVID GRIMES

[ONLINE COURSE](#)

Certified Bookkeeper

Certified Bookkeepers are the elite of their profession. From bank reconciliation to inventory methods, this online course will prepare eligible bookkeepers for the American Institute of Professional Bookkeepers (AIPB) certification exam. AIPB certification is the highest standard in the profession, so this course is recommended to practicing bookkeepers with several years of experience and a working knowledge of payroll concepts, including accounting transactions and journal entries. The Certified Bookkeeper course includes a prepaid voucher with enrollment that provides access to sit for the AIPB certification exam. Once you have successfully completed the course, you will receive detailed instructions regarding use of the exam voucher at any Prometric Test Center.

COST: \$1995

OPEN ENROLLMENT | 6 MONTHS

WADE LINDENBERGER

HELENE K. LIATSOS

[ONLINE CLASS](#)

Certified Inpatient Coder (voucher included)

Demand for medical coders will grow 13% by 2020, so there's no better time to advance your career. This online medical coding course will train you to become a Certified Inpatient Coder. The AAPC Certified Inpatient Coder (CIC) credential proves that you are an expert in inpatient medical records review. Earning CIC certification requires previous work experience, so most professionals prepare for the exam while working full-time. With this course's flexible online format, you can prepare for the CIC exam on your own schedule.

COST: \$2495

KATHRYN WILLIAMSON

[ONLINE COURSE](#)

Graphic Design with Photoshop

This online course will train you to the need for cutting edge, professionally-designed interactive media keeps growing, and that means qualified graphic designers are in high demand. In this nationally-recognized course, you'll prepare for a dream job in the graphic design field by mastering Photoshop, the world's most popular application for creating and editing graphic images. You'll begin with basic graphic design techniques and build your skills from the bottom-up, mastering the terms and processes that professional graphic artists rely on. You'll learn the tandards for effective graphic design and discover innovative strategies. This knowledge of graphic design will help you select graphics that convey the desired message, style, and tone for a variety of clients. Additionally, you'll discover how to correctly package a project for printing and production.

COST: \$1995

OPEN ENROLLMENT | 9 MONTHS

LAURIE ULRICH AND ANDY ROLEN

[ONLINE COURSE](#)

Senior Professional in Human Resources

In this course you will learn about the five functional areas, Business Management and Strategy, Workforce Planning and Employment, Human Resource Development, Compensation and Benefits, Employee and Labor Relations and Risk Management, that will prepare you for the Senior Professional Human Resources (SPHR) exam. The SPHR exam, or the SHRM-SCP exam, is critical if you are wanting to move up in Human Resources, as it measures your strategic ability and your ability to join HR processes into the big picture of the organization.

COST: \$1795

OPEN ENROLLMENT | 6 MONTHS

ANNA SMITH

[ONLINE COURSE](#)

ICD-10 Medical Coding

ICD-10 is an upgraded diagnostic and procedural medical coding system that, by law, must be implemented throughout the healthcare industry. This new coding system is radically different from the version currently in use, so it's important to start preparing for and implementing the massive changes to the existing coding system. This online course offers you comprehensive, robust training in diagnostic and procedural coding, using the ICD-10-CM (diagnostic) and ICD-10-PCS (procedural) coding manuals. This training includes detailed instructions for using the coding manuals, understanding the coding guidelines, and accurately applying the ICD-10 coding steps.

COST: \$1795

OPEN ENROLLMENT | 6 MONTHS

CARLINE DALGLEISH

[ONLINE COURSE](#)



CPC Certified Medical Administrative Assistant w/Medical Billing and Coding (voucher included)

This course offers valuable training in medical office management and legal, ethical, and regulatory concepts that are central to this field, including HIPAA compliance and third-party guidelines for filing insurance claims. You will gain hands-on, practical experience in medical billing and coding and work with the main coding manual ICD-10-CM, ICD-10-PCS, CPT, and HCPCS Level II. You will learn how to code diagnoses, services, and procedures for all systems of the body. You will also be able to sit for the Certified Professional Coder (CPC) exam, offered by the American Academy of Professional Coders (AAPC), and the Certified Medical Administrative Assistant (CMAA) exam, offered by the National Healthcareer Association (NHA). This course includes vouchers that cover the fees for the (CPC) and (CMAA) exams. This course will also prepare you to sit for the Certified Billing and Coding Specialist (CBCS) exam and the Certified Coding Associate (CCA) exam. Note that the exam fees are not included for the (CBCS) or (CCA) exams.

COST: \$3195
OPEN ENROLLMENT | 7 - 12 MONTHS
NANCY SMITH,
LATISHA COTTINGHAM,
CARLINE DALGLEISH,
SHONDA MILES,
LYDIA S. STEWART,
BUNNY REEVES,
SHARON L. BLACKFORD
[ONLINE COURSE](#)

Lean Six Sigma Black Belt (exam cost included)

This online Six Sigma training course will help you prepare for the Lean Six Sigma Black Belt certification exam. You will be enabled to transform your organization by reducing costs, increasing revenue, and improving collaboration. You will learn how to manage multiple projects and ensure their alignment meets organizational goals. Upon completion of this course and the required project, you will be prepared for the Lean Six Sigma Black Belt Certification exam. The fee for this exam is included with the course.

COST: \$1695
OPEN ENROLLMENT | 6 MONTHS
TRACY O'ROURKE,
ELISABETH SWAN
[ONLINE COURSE](#)

Lean Six Sigma Green Belt (exam cost included)

This course will teach you Lean Six Sigma process improvement projects from start to finish. Green Belts can deliver measurable, sustainable improvement by finding the root causes of problems and streamlining processes. The course was developed to meet today's changing business environments and is facilitated by highly experienced and successful Lean Six Sigma Experts. It draws on what the experts practice every day in the field to provide you with the most effective way to learn and implement Lean Six Sigma. Upon completion of this course and required project, you will be prepared for the Lean Six Sigma Green Belt Certification exam. The registration fee for this exam is included with the course..

COST: \$1495
OPEN ENROLLMENT | 6 MONTHS
TRACY O'ROURKE,
ELISABETH SWAN
[ONLINE COURSE](#)

Lean Six Sigma Black Belt w/ 1-on-1 Project Coaching (exam cost included)

This online Lean Six Sigma Black Belt training course will help you further develop your process improvement, project management, and leadership skills. As a Black Belt, you will be able to coach Green Belts to complete successful projects that deliver significant, sustainable results. You will learn how to communicate and influence people at all levels of your organization to manage change effectively while understanding the why, what and how of statistical analysis tools. You'll learn to manage multiple projects and ensure their alignment to meet organizational goals. You will also receive 1-on-1 Project Coaching with a Master Black Belt which will help ensure that your project is completed properly and efficiently. The fees for the Lean Six Sigma Green Belt and Black Belt Certification exams are included in the course.

COST: \$2695
OPEN ENROLLMENT | 6 MONTHS
TRACY O'ROURKE,
ELISABETH SWAN
[ONLINE COURSE](#)

Hotel Management with Executive Housekeeper

The hospitality industry provides a variety of jobs and opportunities to advance worldwide. Learning the skills needed to manage any venue or accommodation house and supervise housekeeping staff will position you for success in this growing field. This course bundle will train you in the complementary disciplines of hotel management and executive housekeeping.

COST: \$1595
THEA ROBERTS
MARTA PERRONE
[ONLINE CLASS](#)

Certified Green Supply Chain Professional

The Certified Green Supply Chain Professional Online Training course will give you the specialized knowledge to enable a company to achieve its environmental sustainability goals through global sourcing, materials management, procurement and buying, transportation and logistics, and new product development. This course will help you learn the essentials of green product standards and labeling as well as how to work with sustainable suppliers, implement sustainable business practices, apply lean and green manufacturing strategies, and integrate these practices across the extended supply chain.

COST: \$1595
OPEN ENROLLMENT | 13 MONTHS
ANGIE COASTS, HOWARD FORMAN,
SANDY HORTON, ALAN HUGHES, MIKE PARK, CHRIS PERRY, MARGARET PRICE, ROBERT PRICE, ROB YOUNG
[ONLINE COURSE](#)

Certified Six Sigma Green Belt (exam cost included)

This course teaches the framework of the ASQ Six Sigma Green Belt Body of Knowledge and how to apply key process improvement methods and concepts in various settings, including manufacturing, service, and not-for-profit organizations. It allows you to test and apply the framework through quizzes, engaging exercises, fun games, and case studies. This unique course design provides on-the-job readiness to analyze quality problems and be involved in continuous improvement projects in the real world. It's one of the best online courses for Six Sigma certification prep

COST: \$1895
OPEN ENROLLMENT | 3 - 6 MONTHS
TONY SWAIM
[ONLINE COURSE](#)

Oracle SQL and PL/SQL + Python Developer + Java Programmer

Demand This course will teach you how to use SQL to build applications and generate business reports, master SQL using an Oracle database, and learn PL/SQL extension language to write sophisticated queries against an Oracle database. You will also learn to write useful Java classes, applying Object-Oriented concepts such as inheritance, and create Java programs that work with these classes. The introductory section will show you how Python works and what it's good for. You will also gain an understanding of Python's place in the wider programming world. You will begin coding quickly after starting the course. Afterwards, you'll move on to advanced methods in which you'll learn how to work with iPhone Notebook, the Collections Module, regular expressions, databases, CSV files, JSON, and XML. You will also learn advanced sorting, how to write object-oriented code in Python, and how to test and debug their Python code. In the last section, you get a rapid introduction to NumPy, pandas, and matplotlib, which are Python libraries. This course will prepare you for entry into the job market as a Java or Python programmer or an entry-level Oracle SQL Developer or allow you to take on more responsibility using new skills gained in a current job.

COST: \$2595
OPEN ENROLLMENT: 12 MONTHS
NAT DUNN
[ONLINE COURSE](#)



Video Game Design and Development

Using a comprehensive and analytical approach to game development, this course offers you the opportunity to learn how to effectively implement technical game ideas, assuming no prior training or experience. The curriculum is divided into four major areas of study: programming languages, mathematics skills, game asset creation, and modern real-time game engines. It will conclude with an independent study phase where you will design, document, and create your own game using all of the programming and game art skills you learned in the core classes.

COST: \$1995
OPEN ENROLLMENT | 12 MONTHS
DAVI BOURG
[ONLINE CLASS](#)

Web Applications Developer

Whether you're new to web app development or want to enhance your skills, this course will give you the knowledge you need to create dynamic database-driven websites using the latest technologies. You will master basic HTML, CSS for styling pages, and JavaScript. In addition, you will learn best practices and uses for PHP and jQuery. You will then dive into SQL and learn how to create intranets and e-commerce sites. Don't forget XML; this course will also teach you the basics of the fundamental markup language. Your final project will put your skills to the test—you will build and develop a database-driven web application from the ground up. After completing the course, you will have the skills needed to start an entry-level career in web application development.

COST: \$2395
OPEN ENROLLMENT | 12 MONTHS
NAT DUNN
[ONLINE CLASS](#)

UCA POLICIES

PAYMENT: Payment must be made at least five (5) business days prior to the first class. If payment is not received by the deadline, registration is subject to cancellation.

MATERIAL FEES: Participants are responsible for purchasing their own materials for classes if needed. Instructors will not collect any fees.

REFUNDS: Refunds will be given if requested at least two (2) working days before the first class. After that time, no refunds will be issued.

University of Central Arkansas Alumni Association membership is open to alumni and friends of UCA. To join, visit uca.edu/alumni or call 501-450-3197.

CLASS TYPES

VIRTUAL/ONLINE

ARKANSAS CODING ACADEMY

ED2GO

WORKFORCE DEVELOPMENT

PROFESSIONAL DEVELOPMENT

PARKING

Parking on campus is available at no charge to students enrolled in UCA Outreach classes. Parking passes are issued after registration is confirmed.

ACCESSIBILITY

UCA Outreach is committed to providing an accessible and welcoming environment for everyone in our community. To request assistance or accommodations for a class or workshop, please contact us at outreach@uca.edu or 501-450-3118 before registering.

ZOOM INSTRUCTIONS

COVID-19 has caused us to shift some of our practices and out of concern for everyone's health, we've moved our Outreach classes and events to a virtual format.

Zoom is our platform of choice. If you're not familiar with Zoom and how to connect virtually, here are some quick instructions.

If you do not have a Zoom account but would like to join a Zoom meeting on your PC (Windows or Mac), then follow the instructions listed below:

1. Click on the Zoom icon if it is already installed on your computer. If not, then go to zoom.us and then click on JOIN A MEETING.
2. Enter the Meeting ID number that you received and your display name. (You may enter your first and last name, first name only, etc. It's your choice.)
3. If you have an audio and video connection on your PC, then Zoom will connect you automatically. If you do not want your audio and/or your video connections enabled during the meeting, then click the boxes next to Do not connect to audio and Turn off my video.
4. Click the Join button to enter the meeting or webinar. You may have to enter a password before joining your meeting. The password can be found near where you located the Meeting ID number.

If you do not have a Zoom account but would like to join a Zoom meeting via telephone, then follow the instructions listed below:

1. Dial the teleconferencing number provided in your meeting invitation.
2. Enter the Meeting ID number when prompted using your dial pad.
3. You may have to enter a password before joining your meeting. The password can be found near where you located the Meeting ID number.
4. On your smartphone, you may press mute to keep other participants from hearing your background noise.

Follow [this link](#) to a helpful YouTube Video



UNIVERSITY OF
CENTRAL
ARKANSAS™

OUTREACH &
COMMUNITY
ENGAGEMENT

Brewer-Hegeman Ste. 102
201 Donaghey Ave.
Conway, AR 72035

outreach@uca.edu
uca.edu/outreach
501-450-3118



[fb.com/ucaoutreach](https://www.facebook.com/ucaoutreach)



[@ucaoutreach](https://twitter.com/ucaoutreach)



[@ucaoutreachofficial](https://www.instagram.com/ucaoutreachofficial)



[UCA Outreach](#)