

PROFESSIONAL DEVELOPMENT INSTITUTE (ZPDI)

ZPDI-0449 Teacher's Aide Certification (Online) **20.8 CEU's**

This certificate program prepares participants to assist classroom teachers in the instruction of mathematics, reading and writing. Required courses offer an overview of the duties and expectations of an instructional paraprofessional (teacher's aide) and an introduction to child development. Elective courses allow participants to explore instruction-related topics such as classroom management, teaching and learning theories, and instructional methods. Participants will be prepared to take the ETS ParaPro Assessment upon completion of this course.

Contact hours: 208
Not financial aid eligible.

ZPDI-0453 Creating a Global Classroom (Online) **2.4 CEU's**

Understand the need for and value of a global classroom. Learn innovative ways to collaborate, and get a solid seven-step plan for bringing a global perspective to your own classroom – including standards-based projects to excite and engage students.

Contact hours: 24
Not financial aid eligible.

ZPDI-0454 Effective and Engaging Use of Interactive Whiteboards in the Classroom (Online) **2.4 CEU's**

Learn how to incorporate interactive whiteboard activities into a variety of subject-specific lesson plans. Explore how teachers have been using this technology to enhance their classrooms and engage their students. Throughout the course, you will have the opportunity to hear what current teachers have to say about interactive whiteboards; review educational theory that supports using a variety of technology in the classroom; create individual activities that can be incorporated into your existing lesson plans; and learn about the features offered by proprietary interactive whiteboards, such as the SMART board.

Contact hours: 24
Not financial aid eligible.

ZPDI-0455 Effective Parent-Teacher Meetings (Online) **2.4 CEU's**

Review constructive verbal and nonverbal communication skills that can enhance parent-teacher meetings and assist in building positive relationships. Learn techniques to handle difficult conversations, as well as methods for defusing an escalated conversation and redirecting the tone of the meeting. Watch videos of productive and non-productive parent-teacher meetings and reflect on the skills previously learned. Identify additional tips and tricks that may be useful in your own classroom, such as setting an action plan for the teacher, student and parent to work on together. Lastly, review follow-up activities for parent-teacher meetings.

Contact hours: 24
Not financial aid eligible.

ZPDI-0456 Grant Writing for Teachers and Educational Support Personnel (Online)

2.4 CEU's

Grants are a great way to fund school projects. The process of obtaining a grant may seem daunting at first, but many educators have successfully obtained money for their school by writing grant proposals. This course takes you step-by-step through the process of developing and writing a grant proposal. Learn tips and techniques from successful grant writers to improve your chances of receiving the funds your school needs.

Contact hours: 24
Not financial aid eligible.

ZPDI-0457 Learning Styles in the Classroom (Online) **2.4 CEU's**

Does it seem like some of your students just "get it" with very little help from you while others never seem to, even after a lot of one-on-one coaching? If so, it could be that you are not speaking their learning language. Every person brings their own learning style to the classroom, even young children. By learning about your own learning style and the learning styles of others, you will discover ways to help all of your students learn better.

Contact hours: 24
Not financial aid eligible.

ZPDI-0458 Managing Conflict for Teachers and Educational Support Personnel (Online)

2.4 CEU's

This course prepares teachers and educational support personnel to better manage conflicts in the school environment, with a focus on student interactions. Explore what causes conflict, effective ways to respond to conflict, how to manage conflicts with your coworkers, and how to de-escalate angry parents and students. Learn about restorative practices and how they improve relationships in the educational setting. The purpose of this course is to improve relationships, increase job satisfaction, reduce negative interactions and equip school personnel with skills to resolve conflicts in mutually beneficial ways.

Contact hours: 24
Not financial aid eligible.

ZPDI-0461 Multiple Intelligences in the Classroom (Online) **2.4 CEU's**

Every student in your class is intelligent. The trick is to finding out in what ways he or she is intelligent, and tapping into that to help them learn more readily. Howard Gardner's theory of multiple intelligences defines students as intelligent in one of eight areas. By teaching to a student's areas of intelligence, and by allowing them to express themselves using their preferred areas of intelligence, the entire classroom can be enriched. Students will explore the theory of multiple Intelligences and learn to design lesson plans that appeal to various areas of intelligence.

Contact hours: 24
Not financial aid eligible.

ZPDI-0462 Online Safety for Teachers and Students (Online)

2.4 CEU's

In today's world, using the internet and online resources is inevitable. From phones to tablets to laptops and beyond, students can access information from anywhere. Knowing how to use these resources safely and effectively is important for both teachers and students, especially within the classroom setting. The teacher's role is to provide students with the information needed to protect themselves against online threats – whether from other students or from those attempting to access their personal information. This course provides information and resources teachers can use to begin this conversation with their students.

Contact hours: 24

Not financial aid eligible.

ZPDI-0463 Project-Based Learning Strategies and Tools (Online)

2.4 CEU's

This course helps participants understand what project-based learning is (and what it is not). Explore examples of PBL and review what research has to say on the effectiveness of this approach. Learn how to plan your own project-based learning experiences. Review key elements to managing PBL with your students. As more and more schools today work to implement more project-based learning, find out how you can not only be ahead of the curve but also take on a leadership role.

Contact hours: 24

Not financial aid eligible.

ZPDI-0464 Students as Content Creators (Online)

2.4 CEU's

This course introduces the concept of students as content creators, providing a rationale and describing how it aligns with state or common core standards. Beyond concepts, the course includes examples of student-created content, an exploration of available digital tools, and how to incorporate the process of student-created content into lesson plans and assessments. This course is intended for teachers at all grade levels in all subject areas.

Contact hours: 24

Not financial aid eligible.

ZPDI-0465 Teaching Math (Online)

2.4 CEU's

Review the skills needed to pass the Instructional Paraprofessionals exam as you explore creative ways to present math skills to students. Learn how to help students at all grade levels get excited about math. This course is applicable to teachers as well as instructional paraprofessionals.

Contact hours: 24

Not financial aid eligible.

ZPDI-0466 Teaching Reading (Online)

2.4 CEU's

Review the skills needed to pass the Instructional Paraprofessionals exam as you explore creative ways to present reading skills to students. Learn how to help students at all levels get excited about reading and how to best assess their reading skills. This course is applicable to teachers as well as instructional paraprofessionals.

Contact hours: 24

Not financial aid eligible.

ZPDI-0468 Teaching Science to Children in Grades 4 - 6 (Online)

2.4 CEU's

This course will provide you with techniques, strategies and ideas to work with grades 4-6 students in the science classroom. You will review the skills needed to learn science and how you can foster those skills. In addition, you will look at types of lessons and assessments. After the course, you will have new, fresh approaches to help teach your science students in ways that engage and motivate them.

Contact hours: 24

Not financial aid eligible.

ZPDI-0469 Teaching Strategies for Students with ADHD (Online)

2.4 CEU's

This course teaches the techniques, strategies and interventions to help students with ADHD succeed in the classroom. You will review the characteristics of students with ADHD and how a diagnosis is made. You will also look at medications and treatments for students who are diagnosed. Lastly, you will review concrete steps you can take as an educator to support these students in your classroom.

Contact hours: 24

Not financial aid eligible.

ZPDI-0470 Teaching Students in High School (Online)

2.4 CEU's

This course provides techniques, strategies and ideas for working with students at the high school level. You will review the challenges of teaching high school students today and how you can overcome them. You will also examine what rigor looks like and innovative programs that work. Lastly, you will see how you can develop a framework for success with an evidence-based and transparent process.

Contact hours: 24

Not financial aid eligible.

ZPDI-0471 Teaching Writing (Online)

2.4 CEU's

Review the skills you will need to pass the instructional paraprofessional's exam as you explore creative, exciting ways to present writing skills to students at all grade levels and improve the assessment of writing skills. This course is applicable to teachers as well as instructional paraprofessionals.

Contact hours: 24

Not financial aid eligible.

ZPDI-0472 Understanding and Preventing Cyberbullying (Online)

2.4 CEU's

Cyberbullying, or online bullying, has quickly become a growing concern for students, parents and educators. It involves recurring or repeated harm inflicted through electronic text. Examine the harmful effects of online harassment and get an overview of the research on cyberbullying and how you can be the driving force to prevent it. Explore preventative strategies and learn how school staff can address these issues when they occur. A clear understanding of what constitutes harassment and the harmful effects of harassment on people and institutions is essential to providing a safe and inclusive school environment for all.

Contact hours: 24

Not financial aid eligible.

ZPDI-0473 Using Universal Design in Rapid Prototyping Instructional Design (Online)**2.4 CEU's**

Using universal design in rapid prototyping instructional design is a concept that involves considering the potential needs of all learners when designing and delivering instruction. It identifies and eliminates unnecessary barriers to teaching and learning while maintaining academic rigor, and is a foundational skill that all educational technology experts should have. Using universal design in rapid prototyping reduces the time and cost of a traditional ISD approach while increasing its flexibility for all users. This course will help students to analyze, apply and evaluate the concept's principles to develop education and training materials that span a wide range of knowledge domains and instructional technologies.

*Contact hours: 24**Not financial aid eligible.***ZPDI-0474 Using Web Resources in the Classroom (Online)****2.4 CEU's**

K-12 education has entered a new technological era. In increasingly dynamic educational settings, web resources can be integrated into the curriculum to promote student engagement and achievement. In this course, teachers will learn to use the web to create engaging learning experiences for their students. Participants will gain experience using web resources effectively in the K-12 classroom, and instructional methods for collaboration and student assessment will be explored. The utilization and evaluation of various web resources and their appropriateness will also be emphasized.

*Contact hours: 24**Not financial aid eligible.***ZPDI-0475 Administrative Soft Skills Bundle (Online)****8.8 CEU's**

The Administrative Soft Skills Bundle combines the skills needed for office and company leadership. A well-run office reduces miscommunications and helps eliminate common errors. In these workshops, students will learn about administrative office procedures, administrative support, archiving and records management, basic bookkeeping, business writing, executive and personal assistant roles, meeting management, organizational skills, social media in the workplace, and supply chain management. Participants will also learn skills that will help them use resources efficiently, manage time wisely, communicate effectively and collaborate with others skillfully.

*Contact hours: 88**Not financial aid eligible.***ZPDI-0476 Career Development Soft Skills Bundle (Online)****12.8 CEU's**

The Career Development Soft Skills Bundle covers many of the development skills necessary for career success. By understanding at the way people interact, participants will improve in almost every aspect of their career. In these workshops, students will learn soft skills, assertiveness and self-confidence, communication strategies, creative problem-solving, digital citizenship, entrepreneurship, learning essentials, negotiation skills, personal branding, project management, telework, time management, and women in leadership. Participants will also learn personal motivation, delegation skills, creativity, organization tools and crisis management.

*Contact hours: 128**Not financial aid eligible.***ZPDI-0477 Personal Development Soft Skills Bundle (Online)****17.6 CEU's**

The Personal Development Soft Skills Bundle focuses on skills needed for managing your work and life. Participants will learn how to become more mindful of their actions and how to interpret their present environment, creating positive connections and increasing their self-awareness. In these workshops, students will develop skills in anger management, critical thinking, emotional intelligence, goal setting, mindfulness, improving self-awareness, managing personal finances, personal productivity, public speaking, social intelligence, taking initiative, and work-life balance.

*Contact hours: 176**Not financial aid eligible.***ZPDI-0478 Sales and Marketing Soft Skills Bundle (Online)****20 CEU's**

The Sales and Marketing Soft Skills Bundle provides the basic skills needed to build a successful sales and marketing team. Students will learn about body language basics, call-center training, event planning, high-performance teams inside the company, in-person sales, marketing basics and fundamentals, media and public relations, motivating your sales team, presentation skills, sales fundamentals, social media marketing, telephone etiquette, and the top 10 sales secrets.

*Contact hours: 200**Not financial aid eligible.***ZPDI-0479 All Soft Skills Bundle (Online)****103.2 CEU's**

The All Soft Skills Bundle is a series of workshops providing soft-skills training in every aspect of business. Participants will learn administrative skills, career development, human resources, personal development, sales and marketing, supervisors and managers, and workplace essentials. These workshops will also cover management, ethics, problem solving, conflicts, coaching, performance and training. Participants will develop well-rounded skills in business, employee and customer relations.

*Contact hours: 1032**Not financial aid eligible.***ZPDI-0485 Earn More With Service (Online)****1.2 CEU's**

To manage or be a successful member of a waitstaff team requires understanding the rules of quality service. This program teaches how to better interact with foodservice staff and customers. Students learn by observing, experiencing and interacting with methods to provide great customer service. They further learn that, while most who dine at an establishment order a main course, items ordered before and after can enhance the overall dining experience. Sales of appetizers, premium drinks and desserts can increase check amounts by 25% to 50%, while great service alone can increase a tip by 20% to 30%. These two factors can generate thousands more dollars per year for servers while adding tens of thousands more dollars annually to an establishment's gross sales.

*Contact hours: 12**Not financial aid eligible.*

ZPDI-0486 Ohio Retail Manager Certification in Food Protection Training Level II (Online)

1.5 CEU's

This self-paced online course focuses on the knowledge needed to pass any ANSI-accredited food manager approved exam. Course material covers topics related to retail food operations management, including: Open, reach-in and walk-in coolers Bakery and meat processing tools and operations Fish and meat counters/deli operations Check-out areas Cool and room-temperature holding of fruits and vegetables Produce misters Product labeling Ready-to-eat meals and other retail-oriented tasks

Contact hours: 15

Not financial aid eligible.

ZPDI-0501 Certified Digital Marketing Associate (Online)

3 CEU's

This online course is for anyone who understands the importance of staying relevant – who knows the game has changed and that it won't stop changing anytime soon. Digital marketing has transformed customers' behavior too, so an understanding of key digital concepts is essential in reaching, engaging and retaining them. It's about taking back control, responding dynamically and creating change in your career and your organization

Contact hours: 30

Not financial aid eligible.

ZPDI-0502 Certified Digital Marketing Professional (Online)

3 CEU's

Become an in-demand Certified Digital Marketing Professional by learning the fundamentals of digital marketing and understanding key digital specialisms from mobile and social media marketing to email, PPC and SEO.

Contact hours: 30

Not financial aid eligible.

ZPDI-0503 Certified Digital Marketing Specialist in Search Marketing (Online)

3 CEU's

This dynamic online search marketing course gives you the skills, know-how, strategy and techniques to change the digital marketing game. While your content may be extraordinary, moving and relevant, what's most important is that it's seen. Learn how to use search marketing to bring your brand and your message to billions of people. Be there when it matters. Offer the "hero" product. Bring the meaningful message. And above all, make the unseen seen.

Contact hours: 30

Not financial aid eligible.

ZPDI-0504 Certified Digital Marketing Specialist in Social Media (Online)

3 CEU's

This dynamic online social marketing course gives you the skills, know-how, strategy and techniques to speak to and influence billions of people. For a social animal, it's an intriguing proposition: reach that is both vast and intimate – my time, my platform, I "like," I share – in a space that is big, elastic and malleable. Fill it with your message. Bend it toward conversion. See tangible, multi-dimensional results in real time.

Take your brand, your organization and your career to new places and do something that nonspecialists simply can't do.

Contact hours: 30

Not financial aid eligible.

ZPDI-0505 Certified Digital Marketing Specialist in Digital Strategy and Planning (Online)

3 CEU's

This dynamic online search marketing course gives you the skills, know-how, strategy and techniques to think, lead and create. Define what "success" means for your brand. Understand it from multiple angles and create actionable plans to make success manifest. This is the visionary's specialism. All-encompassing, creative and exciting. Thanks to analytics, digital visionaries can now create with a new sense of control and develop extraordinary campaigns. See what works. Create better.

Contact hours: 30

Not financial aid eligible.

ZPDI-0506 Certified Digital Marketing Specialist in Digital and Social Selling (Online)

3 CEU's

This dynamic online social selling training course gives you the skills, know-how, strategy and techniques to speak your brand's truth across platforms and continents. To lead. To influence. To convert. Implanting messages in millions of minds is an extraordinary power. Learn how content drives the human conversation forward, and how data gives a deep and true insight into what people think and do. What happens with insight and content come together, and how do the messages change and evolve?

Contact hours: 30

Not financial aid eligible.

ZPDI-0562 Social Media Marketing (Online)

1.3 CEU's

Fast-track your social media marketing skills, master job-ready competencies and earn a globally recognized certification. This cutting-edge, interactive course is delivered 100% online, in bite-sized learning units, and includes free DMI membership for six months. This course offers an interactive selection of unique learning formats, delivered through toolkits, videos, podcasts, webinars and essential reading. This is a thorough exploration of what social media means today. Exam completion leads to Associate Level Certification.

Contact hours: 13

Not financial aid eligible.

ZPDI-0563 Data and Web Analytics (Online)

1.1 CEU's

Fast-track your data and analytics skills with this online course. Get job-ready with a globally recognized certification. Master data analytics, reporting, data management, and security best practices via bite-sized learning units. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in analytics and data management through essential reading, case studies and useful toolkits.

Contact hours: 11

Not financial aid eligible.

ZPDI-0564 E-Commerce (Online)**1.1 CEU's**

Fast-track your e-commerce skills with this online course. Rapidly develop your skills and gain a globally recognized DMI certification. Learn UX design principles, conversion rate optimization, customer experience (CX) and how to deliver the right message to the right customer. Includes free six-month DMI membership. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in e-commerce via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 11**Not financial aid eligible.***ZPDI-0565 UX and Website Design (Online)****1.1 CEU's**

How do you deliver a world-class user experience (UX) for your customers? Learn the core principles of brilliant design and UX, including graphics, creative messaging, user testing and how to successfully project-manage your way to a fully optimized website. Course content is delivered via bite-sized modules. Free six-month DMI membership included. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in UX and web design via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 11**Not financial aid eligible.***ZPDI-0567 Search Engine Optimization (SEO) (Online)****0.9 CEU's**

Learn how to rank your site on Google. This interactive short course teaches you how your website content, mobile optimization and usability can improve your overall website performance. Discover how to build your SEO strategy and evaluate performance over time. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in analytics and data management via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 9**Not financial aid eligible.***ZPDI-0568 Paid Media (PPC) (Online)****0.8 CEU's**

Fast-track your paid media expertise with this short course. Quickly acquire essential skills in search marketing, e-commerce and PPC campaign optimization and learn how to visualize and present results. Delivered in concise, bite-sized modules, this course also includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with search marketing and paid media via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 8**Not financial aid eligible.***ZPDI-0569 Digital Display (Online)****0.7 CEU's**

Learn how to set up a display campaign in this powerful interactive short course. You'll discover the principles of graphic design, campaign strategy and budget management, as well as how to test and measure different creative to make the most of your display strategy. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with digital display and advertising campaigns via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 7**Not financial aid eligible.***ZPDI-0570 Customer Experience (CX) (Online)****0.8 CEU's**

This popular short course teaches you the increasing importance of customer experience (CX) management. Quickly grasp how to track and analyze the changing nature of your digital customers, create feedback loops and fully embed the customer experience within your business. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in CX via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 8**Not financial aid eligible.***ZPDI-0571 Digital Strategy (Online)****1.1 CEU's**

Fast-track your digital strategy knowledge with this interactive course. By understanding how to place digital at the heart of your business, you'll learn how to align your strategy around customer personas, your brand story, your team and the customer buying process. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with best practices in digital strategy via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 11**Not financial aid eligible.***ZPDI-0572 Content Marketing (Online)****1 CEU's**

This short course covers best practices in content marketing. Learn how to craft your social media messaging to bring visitors to your website. Understand the importance of keywords on your homepage and the growing importance of voice search. Completion of this course provides a globally recognized DMI certification. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly familiarizes you with core principles and best practices in content marketing via a blend of essential reading, case studies and useful toolkits.

*Contact hours: 10**Not financial aid eligible.*

ZPDI-0573 Email Marketing (Online)

1.1 CEU's

This course provides certification and rich, job-ready skills to take your email strategy to the next level. Learn about creating and testing different email content, time management, data strategy and key concepts of marketing automation. Includes free DMI membership for six months. With a focus on career-ready learning, this course quickly immerses you in the world of email marketing via a blend of essential reading, case studies and useful toolkits.

Contact hours: 11

Not financial aid eligible.

ZPDI-0580 Microsoft Office 365: Word 2019 (Online)

3 CEU's

This course covers the many facets of Microsoft Word 2019. Students will learn basic functions, such as adjusting margins and inserting pictures, as well as how to share documents and create an online form. More advanced features, such as flyer creation and macros, will also be explored. Students who successfully complete this course are prepared to take the Microsoft Word 2019 national certification exam.

Contact hours: 30

Not financial aid eligible.

ZPDI-0582 Microsoft Office 365: Outlook 2019 (Online)

3 CEU's

Learn the many facets of Microsoft Outlook 2019, from basic functions such as managing emails, creating and managing calendars and customizing Outlook to working with contacts, display/print views and creating and editing appointments. This course prepares students for the Microsoft Outlook 2019 national certification exam.

Contact hours: 30

Not financial aid eligible.

ZPDI-0583 Microsoft Office 365: Access 2019 (Online)

3 CEU's

Learn the many facets of Microsoft Access 2019, from basic functions like database objects, querying a database and creating reports to advanced reporting techniques, macros and database design. This course prepares students for the Microsoft Access 2019 national certification exam.

Contact hours: 30

Not financial aid eligible.

ZPDI-0584 Microsoft Office 365 Suite 2019 (Online)

12 CEU's

This course covers Word, Excel, PowerPoint and Outlook 2019. Students receive a free one-year Microsoft Office 365 license (from date of enrollment). The course prepares students for the Microsoft Word 2019, Excel 2019, PowerPoint 2019 and Outlook 2019 national certification exams.

Contact hours: 120

Not financial aid eligible.

ZPDI-0585 Microsoft Office 365: PowerPoint 2019 (Online)

3 CEU's

Learn the many facets of Microsoft PowerPoint 2019, from basic functions like creating presentations and slides, changing layouts and working with images to more advanced features like SmartArt and collaborating on and delivering presentations. This course prepares students for the Microsoft PowerPoint 2019 national certification exam.

Contact hours: 30

Not financial aid eligible.

ZPDI-1023 Finance for Non-Financial Managers

0.8 CEU's

To get ahead and stay ahead, today's managers have to be finance-savvy. You've got to know how to justify a request, quantify your contributions to the company and spot profit drains before they get out of hand. From accruals to write-offs, accounts receivable to working capital, this seminar shows you the concepts, techniques and tools that can help you make each decision pay off — on the job and on the bottom line! No matter how effective your management methods or how innovative your ideas, the results are measured in numbers: dollars and cents.

Contact hours: 8

Not financial aid eligible.

ZPDI-1160 Project Management

2.4 CEU's

Proper planning is key to success in any endeavor. This program is a hands-on workshop for those in a formal project management role, or for those managers who need to lead others through projects. Participants will practice using tools and techniques to define, plan, implement, and close projects successfully.

Contact hours: 24

Not financial aid eligible.

ZPDI-1187 Dynamic Presentation Skills

0.4 CEU's

Whether leaders are persuading colleagues, selling a client or energizing a team, the power of their presentation makes the difference between success and failure. In this session, participants will learn how to present thoughts and ideas with self-confidence and organization. Our experienced instruction team will guide participants on how to overcome challenges they may face while practicing presenting in a safe environment.

Contact hours: 4

Not financial aid eligible.

ZPDI-1224 Professional Business Writing

0.8 CEU's

In the workplace, your writing speaks volumes about you. Whether you are writing a three-line email or a multipage report, you need to write in a polished, professional way. This course reviews the principles of written communication in the workplace. The course introduces students to common formats such as the memo, letter and report and helps students improve their writing skills to gain greater mastery of grammar, mechanics and style.

Contact hours: 8

Not financial aid eligible.

ZPDI-1238 Fundamentals of Meeting and Event Management (Part One and Two)

3 CEU's

To become a successful event planner, you must first learn the essentials. This course will provide you with the tools and strategies to excel in event management, including logistics, financial management, feasibility, risk management, charts, tools and formulas (including food and beverage). Build the foundation necessary to become an in-demand event planner and discover the career path that best suits your skills.

Contact hours: 30

Not financial aid eligible.

ZPDI-1242 Allergen-Friendly Series (Online)**0.6 CEU's**

This series of interactive online courses provides allergen awareness for your entire operation and staff. In this course, you will learn current information on what causes an allergic reaction, the main food allergens, how to communicate with customers who have food allergies, and how to assure customers' allergen needs are communicated within the operation, from the initial order to the serving process. Upon successful completion of the series, students will earn a certificate that is valid for three years. Three courses are included in the series: Allergen Awareness Allergen Plan Development Allergen Plan Specialist

*Contact hours: 6**Not financial aid eligible.***ZPDI-1243 Ohio Level Two Manager Certification in Food Protection Training (Online)****1.5 CEU's**

This interactive online course prepares participants for the state of Ohio's Level Two Food Safety Manager Certification exam. It is fully compliant with the latest FDA Food Code and Conference for Food Protection (CFP) guidelines.

*Contact hours: 15**Not financial aid eligible.***ZPDI-1244 Strategies for Increasing Sales (Online)****0.9 CEU's**

This interactive online course assists participants in the development of a written food service operations marketing plan. By the end of the course, students will have completed a fully developed marketing plan ready for evaluation and implementation to increase overall sales and revenue in any food service operation .

*Contact hours: 9**Not financial aid eligible.***ZPDI-1245 Allergen Awareness (Online)****0.2 CEU's**

This interactive online course provides allergen awareness for your entire staff. In this course, you will learn current information on what causes an allergic reaction, the main food allergens, how to communicate with customers who have food allergies, and how to assure customers' allergen needs are communicated throughout the operation, from the initial order to the serving process. Also covered: cross-contact and how to avoid it, and what to do when an allergic reaction occurs. Allergen Awareness was designed to be highly flexible, allowing students to train on their schedule.

*Contact hours: 2**Not financial aid eligible.***ZPDI-1246 Allergen Plan Development (Online)****0.2 CEU's**

This course walks management through all the elements of food allergens in a food operation, allowing management to decide what action to take. Throughout the course, the user is offered a series of questions and options for how much accommodation the operation will give to the issue of food allergen safety. Even those operations not able to achieve a high level of accommodations will have made the decision with a full awareness of what is not being provided. Operations that decide to offer a high level of food allergen accommodations will end the course with the foundation of their allergen plan. This plan or essay will be saved and used to develop the details of the operation's food allergen safety process.

*Contact hours: 2**Not financial aid eligible.***ZPDI-1247 Allergen Plan Specialist (Online)****0.2 CEU's**

This course will provide students with an in-depth understanding of food allergens, product ingredients and common allergen foods. Students will learn how to evaluate a menu and its recipes. Knowing all the products used by the operation will help students learn how to identify the food allergen ingredients. Students will learn how to be alert to potential ingredient changes, how to communicate with suppliers and what to do about product recalls due to allergen mislabeling or undocumented allergens. Students will learn how to use this knowledge to create a database to track each allergen, from product to menu. Lesson 2 covers the steps of an operation and how to develop written protocols for each step: receiving, storage, ordering, cooking and serving. Students will learn how to work with other staff to evaluate each step of the operation from an allergen viewpoint.

*Contact hours: 2**Not financial aid eligible.***ZPDI-1251 Fundamentals of Meeting and Event Management: Planning (Part One)****1.5 CEU's**

To become a successful event planner, you must first learn the essentials. This course will provide you with the tools and strategies to excel in event management, including logistics, financial management, feasibility, risk management, charts, tools and formulas (including food and beverage). Build the foundation necessary to become an in-demand event planner and discover the career path that best suits your skills.

*Contact hours: 15**Not financial aid eligible.***ZPDI-1252 Fundamentals of Meeting and Event Management: Design (Part Two)****1.5 CEU's**

To become a successful event planner, you must first learn the essentials. This course will provide you with the tools and strategies to excel in event management, including logistics, financial management, feasibility, risk management, charts, tools and formulas (including food and beverage). Build the foundation necessary to become an in-demand event planner and discover the career path that best suits your skills.

*Contact hours: 15**Not financial aid eligible.*

ZPDI-1274 Spanish Fundamentals (Online)

0 Contact Hours

Spanish Fundamentals is a self-paced, online Spanish conversation course that seeks to bridge the communication gap between English and Spanish speakers. Build your Spanish vocabulary and conversation skills while learning with pictures, native pronunciations, readings and quizzes, as well as cultural tidbits along the way.

Contact hours: 16

Not financial aid eligible.

ZPDI-1275 Become an Entrepreneur (Online)

13 CEU's

This course provides students with tools, information and strategies for starting a successful business. Discussion topics include risk, economics, the global market, ethics, legal considerations, organization, human resources and marketing. Students will gain a practical understanding of the components of a small business and the steps one must take to create and establish that business from idea to business plan to strategies for helping the business succeed and grow.

Contact hours: 130

Not financial aid eligible.

ZPDI-1276 Event Planner Career Prep (Online)

30 CEU's

This course addresses the principles and practices of event planning.

Contact hours: 300

Not financial aid eligible.

ZPDI-1281 Grant-Writing Certificate (Online)

18 CEU's

This course is ideal for anyone seeking to learn the essentials in writing or acquiring grants for private, public, or government use. If you are thinking of starting a business that utilizes grants, you will need to learn the essentials of writing, researching, obtaining and maintaining grants, and operations and strategies within the grant system.

Contact hours: 180

Not financial aid eligible.

ZPDI-1282 Editing and Proofreading for Business Writers (Online)

2.4 CEU's

To write well, you must follow the rules, so that you can best make yourself understood. We will review some basic grammar and look at correcting common mistakes that can make our writing harder to read.

Contact hours: 24

Not financial aid eligible.

ZPDI-1283 Business Writing for Busy Professionals (Online)

2.4 CEU's

Learn strategies for writing documents faster and better. This course demonstrates how to customize your documents for a specific reader and to accomplish your writing purpose. You will discover ways to create documents when time is limited. You will also master models to organize and format letters, emails and reports in order to make them clear, direct, and reader friendly. Conversational writing style and parallel structure will also be covered.

Contact hours: 24

Not financial aid eligible.

ZPDI-1284 Advanced Writing (Online)

2.4 CEU's

Whether you successfully completed our Beginner's Writing Workshop course, or you've been writing fiction on your own, there is something to be gained by moving to our next level of writing. If you are comfortable with the basics of writing such as plot, story, building characters and editing, it's time to build on your talents and delve into topics such as narratives, viewpoints, scene building and writing beginnings and endings. Join us as we explore these and other topics.

Contact hours: 24

Not financial aid eligible.

ZPDI-1285 Sales and Marketing Professional (Online)

25 CEU's

This course prepares you to work in the sales and marketing industry. Topics will include sales and marketing strategies and best practices, understanding the customer, producing, sales of goods and services, and the global marketplace.

Contact hours: 250

Not financial aid eligible.

ZPDI-1286 Grant-Writing Fundamentals (Online)

1.6 CEU's

Need funding for future projects or planned activities? Are you a student, parent, teacher or school administrator hoping to find a way to pay for research or services? This course provides a step-by-step approach to preparing winning grant proposals. Grant money can help you develop new services, strengthen your operating budget and support existing programs. Students will leave this course more confident in their grant-writing abilities.

Contact hours: 16

Not financial aid eligible.

ZPDI-1288 CompTIA Project PK0-004 (Online)

2.5 CEU's

This course follows that CompTIA Project exam blueprint and is divided into sections that cover major topic areas. Each section is explained in sufficient detail to become a Project certified professional. If you've never taken a certification test before, you'll find that the Project exam is a pleasant way to get your feet wet. The test simply covers the basics of project management. Once you pass the exam and gain confidence in your project management knowledge and skills, you'll be ready to progress to other certifications. This course prepares students to take the CompTIA Project PK0-004 certification exam.

Contact hours: 25

Not financial aid eligible.

ZPDI-1307 CompTIA Network N10-007 (Online)

5 CEU's

This course is for entry-level computer support professionals with a basic knowledge of computer hardware, software and operating systems who wish to increase their knowledge and understanding of networking concepts. You will acquire the skills to prepare for a career in network support or administration, or prepare for the CompTIA Network certification (Exam N10-007).

Contact hours: 50

Not financial aid eligible.

ZPDI-1308 CompTIA Security SY0-501 (Online)**6 CEU's**

CompTIA Security is an entry-level, international, vendor-neutral credential designed for IT security professionals to identify risk, participate in risk-mitigation activities, and provide infrastructure, information, operational and application security. CompTIA Security SY0-501 exam covers the application of security controls to maintain confidentiality, integrity, and availability; identification of appropriate technologies and products; troubleshooting security events and incidents, and many other essential skills. This course prepares students to take the CompTIA Security SY0-501 certification exam.

*Contact hours: 60**Not financial aid eligible.***ZPDI-1309 CompTIA Server SK0-004 (Online)****2.5 CEU's**

Gain hands-on expertise in CompTIA Server certification exam by taking this SK0-004 course. CompTIA Server is a vendor neutral credential designed for IT professionals to validate foundation level skills and knowledge in server technologies to build, maintain, troubleshoot, secure and support server hardware and software technologies, including virtualization. This course prepares students to take the CompTIA Server SK0-004 certification exam.

*Contact hours: 25**Not financial aid eligible.***ZPDI-1310 Introduction to Writing (Online)****2.4 CEU's**

Do you have exciting stories, plots or characters dancing around in your head? Do you have a life experience or lesson to share, but don't know where to begin? This workshop is designed for those interested in entering the realm of creative writing for the first time. Our emphasis is on introducing you to the creative writing process. We'll explore topics such as setting up your writing environment, creating plots, building characters, writing dialogue and editing your work.

*Contact hours: 24**Not financial aid eligible.***ZPDI-1311 CompTIA IT Fundamentals (Online)****4 CEU's**

The CompTIA IT Fundamentals exam helps you learn more about the world of information technology. It's ideal if you're considering a career in IT or if you work in an allied field that requires a broad understanding of IT. CompTIA IT Fundamentals can also be a stepping stone to more advanced certifications such as CompTIA A+, and, with specialized experience, CompTIA Network and CompTIA Security. This course prepares students to take the CompTIA IT Fundamentals FC0-U51 certification exam.

*Contact hours: 40**Not financial aid eligible.***ZPDI-1312 CompTIA Cloud Essentials (Online)****3 CEU's**

CompTIA Cloud Essentials addresses real-world issues and practical solutions of cloud computing in business and IT. It's the preferred cloud certification for business professionals and non-IT staff. While not a technical-heavy certification, its coverage of cloud computing principles is anything but superficial. This course prepares students for the CompTIA Cloud Essentials CLO-001 certification exam.

*Contact hours: 30**Not financial aid eligible.***ZPDI-1314 Google Analytics (Online)****2.5 CEU's**

Master Google Analytics, from the basics to the most advanced features. Upon completion, students will be adept at reporting, behavioral data and audience conversion. Proficiency in Google Analytics sets you apart in the job market since online presence is crucial to the success of nearly every modern business. This course uses visual demonstrations and multimedia presentations, quizzes and exam simulators, social learning and networking, flash cards and educational games to promote well-rounded knowledge of Google Analytics software.

*Contact hours: 25**Not financial aid eligible.***ZPDI-1415 Ohio Level One Food Protection Manager Certification (Online)****0.2 CEU's**

Corporate College® has partnered with TAP® Series to offer this online certification course, which has been approved by the Ohio Department of Health. Level I Certification in Food Protection is mandated training for any person in charge of any risk level I, II, III and IV foodservice operation or retail food establishment that: Was licensed after March 1, 2010 (unless the individual has successfully completed an equivalent or more comprehensive certification course in food protection). Has been implicated in a foodborne disease outbreak. Has been found in violation of Section 3717.29 (retail food establishment) or Section 3717.49 (foodservice operation) of the Revised Code by its licensor. Upon successful completion of the course and exam, participants will be able to print their Ohio Level I Food Protection Manager training certificate.

*Contact hours: 2**Not financial aid eligible.***ZPDI-1500 Data Security Compliance (Online)****2.5 CEU's**

This course outlines important data security measures to be taken by individuals to protect sensitive data and PI. Topics include how to prevent data breaches, protecting your personal information and different types of breaches. The security measures outlined in this course not only protect individuals, but also protect data up to the corporate level. These safe practices can prevent hacking in a variety of instances, including personal social media accounts, sensitive corporate data, and data breaches. Learn how to better protect yourself and your company.

*Contact hours: 25**Not financial aid eligible.***ZPDI-1501 CIW Database Design Specialist (Online)****4 CEU's**

This course provides introductory vendor-neutral training for individuals planning to pursue product-focused database specialization. This course introduces you to DB2, Oracle Database 11g, MS SQL and MySQL. You will also learn about structured query language (SQL) and database optimization through normalization. Topics include: Relational database fundamentals Database planning Database design methodology, including logical and physical database design Optimization and normalization Structured query language (SQL) Relational algebra Transactions and database security

*Contact hours: 40**Not financial aid eligible.*

ZPDI-1502 CIW JavaScript Specialist (Online)
4 CEU's

This course teaches developers how to use the features of the JavaScript language to design client-side, platform-independent solutions. Students will also learn how to use the most popular applications of JavaScript. These specialized web language skills can help you begin or grow a career in advanced web development and technologies. Topics include: JavaScript language essentials, including program flow control, form validation, image animation, frame targeting and cookie creation. JavaScript code development, including writing programs and writing script for the JavaScript object model. Website implementation, including authoring and scripting, web content creation, web management and digital media tools.

Contact hours: 40

Not financial aid eligible.

ZPDI-1503 CIW Perl Specialist (Online)
4 CEU's

The CIW Perl Specialist course teaches developers how to fully use the features of the Perl programming language in web application development. These specialized web language skills can help you begin or grow a career in advanced web development and technologies. Topics Include: Perl language essentials, including syntax, regular expressions and data types Perl code development, including accessing and manipulating files Website implementation, including database connectivity and debugging techniques

Contact hours: 40

Not financial aid eligible.

ZPDI-1504 CIW Advanced HTML5 and CSS3 Specialist (Online)
4 CEU's

The first in the CIW Web and Mobile Design series, this course tests essential HTML5, Cascading Style Sheets (CSS) and JavaScript knowledge. These technologies, known as the web development trifecta, create webpages that easily adapt to smartphones, tablets, gaming devices and smart TVs, as well as to traditional PCs. Students with existing knowledge in basic HTML coding will gain a deeper knowledge of HTML5 and CSS3. This course is a natural step forward from CIW Foundations Site Development Associate (SDA) certification. Topics include: Demonstrate advanced uses of the canvas element Implement JavaScript to create interactive pages Validate HTML5 code Identify ways to determine browser compatibility for a page or device Implement HTML5 forms Use CSS3 to shape content on the page Design for mobile devices Implement HTML5 APIs Identify program flow issues in relation to JavaScript-based applications Design pages for a cloud-based storefront

Contact hours: 40

Not financial aid eligible.

ZPDI-1505 CIW Data Analyst Specialist (Online)
4 CEU's

Data Analyst is the seventh and final course in the CIW Web and Mobile Design series. In this course, you will learn how to use data to analyze all aspects of a company's operation and make appropriate business decisions. You will study how to compare and contrast structured and unstructured data. You will learn how to deploy tools for capturing and analyzing data, including Hadoop, R Project and custom database solutions. In addition, you will study how to extrapolate information using data obtained from new and traditional data sources, including web and social media logs, marketing, sales, technical support, and customer relations. You will also learn how to determine relationships between organizational efforts and business outcomes. Finally, you will study the ways to capture and represent data, including creating dashboards, executive summaries, reports and charts, using both traditional and web-based tools. Topics include: Identify typical sources of institutional knowledge, including customer relationship management (CRM) applications, transaction data, social media and marketing sources. Compare and contrast structured and unstructured data. Deploy specific tactics for working with cloud-based data, including cloud-native data and migrating data to or from the cloud. Summarize ways that data is used to drive business decisions. Deploy tools for capturing and analyzing data, including Hadoop, R Project, custom database applications. Extrapolate information using data obtained from new and traditional data sources, including web and social media logs, marketing, sales, technical support and customer relations. Determine relationships between organizational efforts and business outcomes. Identify ways to capture and represent data, including creating dashboards (e.g., executive summaries), creating reports and charts, using traditional and web-based tools.

Contact hours: 40

Not financial aid eligible.

ZPDI-1506 CIW Internet Business Associate (Online)
2 CEU's

This course prepares you to work effectively in today's business environment. Learn the tasks involved in various web technology job roles and gain the skills needed to perform them. Certification proves that you have foundational knowledge of important technologies that affect virtually every business. This certification is ideal for all students and professionals who use the internet on the job. Topics include: Internet connection methods, internet protocols, the Domain Name System (DNS) and cloud computing. The basic functions of web browsers, the components of web addresses, the use and control of cookies, and browser use in the business world. Browser plug-ins and add-ons, and use of browsers to download and manage files. Databases as they relate to web search engines, and ways to conduct basic and advanced web searches. Configuration and use of email clients, guidelines for effective communication over the internet using modern web technologies and social networking tools. Internet research and collaboration tools, software development tools, and the patent and licensing practices that accompany software applications. Issues and risks associated with the internet, and the security measures that can keep your computer system and your personal information secure. Fundamental elements of project and program management, and the importance of acquiring these skills for all IT job roles.

Contact hours: 20

Not financial aid eligible.

ZPDI-1507 CIW Network Technology Associate (Online)**2 CEU's**

Understanding the fundamentals of networking, internet protocols and network security is important for all professionals who use the internet. This certification proves your mastery of the basics of networking and prepares you for further study in the specialty of your choosing. Topics include: Essential networking technologies and skills, including TCP/IP, stable network creation, wireless networking and network troubleshooting Various network components and protocols that enable users to share data quickly and easily Various types of transmission media, and the ways that network architecture and topologies provide for efficient and secure communication OSI reference model and its relationship to packet creation, plus the OSI model vs. the internet architecture model Functions and features of internetworking server types, and the benefits of implementing a content management system (CMS) Basic hardware and operating system maintenance procedures Mobile computing devices and the importance of RFC documents Routing, IP addressing, IP address classes and subnet masks Essential network security concepts, internet-based challenges facing today's users, and methods you can use to secure networks and network transmissions, including authentication, encryption and firewalls

*Contact hours: 20**Not financial aid eligible.***ZPDI-1508 CIW Site Development Associate (Online)****2 CEU's**

The CIW Site Development Associate course teaches you essential webpage development skills. You will learn to develop websites using Hypertext Markup Language version 5 (HTML5) and cascading style sheets (CSS). You will learn to write code manually, as well as use graphical user interface (GUI) authoring tools. You will also work with images, create hyperlinks, and add tables, forms, video and audio to your webpages. If you want the knowledge and skills to design or improve websites, this course is for you. In addition to learning about HTML5 and CSS coding, you will learn how to use HTML5 and JavaScript application programming interfaces (APIs) to extend the functionality of webpages, such as geolocation, drag-and-drop, canvas and offline web applications. Other topics include validating your HTML and CSS code, employing search engine optimization (SEO), using style sheets extensively to format webpage content, and implementing fundamental design concepts. Throughout the course, you will learn how websites are developed as managed projects. You will also identify e-commerce solutions and relate website development to business goals. Once certified, you have proven that you have foundational knowledge to develop basic websites. This certification is ideal for students and professionals who want a career in website design or marketing. Topics include: Website development using Hypertext Markup Language (HTML) and Extensible HTML (XHTML). Manual code writing, graphical user interface (GUI) authoring tools, and XHTML code validation. Webpage development using images, hyperlinks, tables, forms and frames. CGI and connecting Webpages to databases. Internet marketing and search engine optimization (SEO). Cascading style sheets (CSS) for formatting webpage content, and fundamental web design concepts. Development of websites as managed projects. Introductory e-commerce solutions, and the relationship of website development to business goals.

*Contact hours: 20**Not financial aid eligible.***ZPDI-1509 CIW User Interface Designer (Online)****4 CEU's**

The CIW User Interface Designer is the second course in the CIW Web and Mobile Design series. In this course, you will learn about the strategies and tactics necessary to design user interfaces, with particular emphasis on creating user interfaces for mobile devices. You will study how to apply essential usability concepts, including clarity, ease of use, simplicity and detectability. You will learn how information obtained from the client, sales and marketing is utilized to design and develop compelling visual-experience websites for multiple platforms, including mobile, tablet and desktop. In addition, you will learn more about wireframes, color schemes, tones, design templates, formatting and typography. This course builds upon your abilities to implement user analysis techniques, usability testing procedures and the vital role of testing to publish and maintain a website. Finally, you will study branding considerations and responsive design implementation in relation to the user-interface design of websites. Topics Include: Obtain information from the client, including obtaining detailed information from relevant parties (e.g., sales and marketing). Create a wireframe. Deploy appropriate color schemes and tones. Describe and use current typical design templates. Summarize proper use of formatting and typography. Recognize user analysis techniques. Apply essential usability concepts, including clarity, ease of use, simplicity, detectability and typography. Describe usability testing procedures, including the importance of testing. Design for multiple platforms (e.g., mobile phone, tablet and desktop). Identify elements that make a compelling visual experience. Discuss branding considerations in relation to user-interface design. Implement responsive design (e.g., progressive enhancement and feature detection). Design pages for a cloud-based storefront.

*Contact hours: 40**Not financial aid eligible.***ZPDI-1510 CIW Web Foundations Associate Bundle (Online)****6 CEU's**

Certified CIW Web Foundations associates have validated their understanding of important technologies that affect virtually every business. This certification is ideal for all professionals who use the internet on the job. Once certified, these individuals are ready to pursue specialties in web design, e-commerce, JavaScript, databases and other fields. This bundle includes three courses: CIW Internet Business Associate CIW Site Development Associate CIW Network Technology Associate

*Contact hours: 60**Not financial aid eligible.*

ZPDI-1511 CIW Web Security Associate (Online)**7.2 CEU's**

Web Security Associate teaches you how to secure your network from unauthorized activity. This course teaches you about security principles, such as establishing an effective security policy, and about the different types of hacker activities that you are most likely to encounter. This course identifies security principles and techniques that enable you to stop a hacker by understanding how to implement access control lists, operating system hardening and firewall technology. It also teaches you how to personalize your network security system so you can create a solution that adheres to universal principles, but also conforms to your business needs in responding to specific hacker attacks. You will learn about authentication procedures, encryption standards and implementations that help ensure proper user authentication. You will also learn about the specific ports and protocols that hackers manipulate, and about direct and indirect ways to protect your network operating systems. Finally, you will learn how to respond to and report hacker activity, engage in proactive detection and always keep your company's needs in mind.

*Contact hours: 72**Not financial aid eligible.***ZPDI-1512 CIW Web Security Professional (Online)****7.2 CEU's**

The CIW Web Security Associate course teaches you how to secure your network from unauthorized activity. This course teaches you about security principles, such as establishing an effective security policy, and about the different types of hacker activities that you are most likely to encounter. Individuals with these security skills can pursue or advance careers in many aspects of online and network security. Candidates who also pass TWO of the following certification exams from third-party security training providers earn the advanced CIW Web Security Professional certification: view list

*Contact hours: 72**Not financial aid eligible.***ZPDI-1513 CIW Web Security Specialist (Online)****7.2 CEU's**

The CIW Web Security Associate course teaches you how to secure your network against unauthorized activity. This course teaches you about security principles, such as establishing an effective security policy, and about the different types of hacker activities that you are most likely to encounter. Individuals with these security skills can pursue or advance careers in many aspects of online and network security. The CIW Web Security Associate course prepares candidates to take the CIW Web Security Associate exam. Candidates also need to pass one of the following certification exams from third-party security training providers to achieve the CIW Web Security Specialist certification: view list

*Contact hours: 72**Not financial aid eligible.***ZPDI-1527 CompTIA Security (Online)****4 CEU's**

CompTIA Security teaches you information security theory, reinforcing it with hands-on exercises to help you learn by doing. You will learn how to configure and operate many different technical security controls – and leave prepared to pass your Security exam. Our Security content not only readies you for the CompTIA Security exam, but it also prepares you for real-world security challenges and provide critical knowledge regarding network security. You will learn about techniques and methodologies used to configure, execute, construct and troubleshoot network security in order to ensure the threat of viruses, worms, Trojans and improper configuration is minimized or negated.

*Contact hours: 40**Not financial aid eligible.***ZPDI-1528 SCADA/ICS Security (Online)****4 CEU's**

From the power grid to water treatment facilities, SCADA controls our nation's mission-critical infrastructure. This online course builds your homeland-security skills by teaching you how to assess and secure SCADA systems – and you'll gain experience on the latest threats via our SCADA Cyber Range. You'll learn everything from field-based attacks to automated vulnerability assessments for SCADA networks. This online course also prepares you to pass the CSSA certification exam and become a Certified SCADA Security Architect.

*Contact hours: 40**Not financial aid eligible.***ZPDI-1529 CompTIA Network (Online)****4 CEU's**

Organizations' ever-evolving networking capabilities require more advanced skills than the A certification. This online course builds on your existing knowledge by teaching fundamental information technology concepts, including the design and implementation of networks, using routers and switches to segment traffic, troubleshooting network problems and more. You'll leave with the skills needed to take the next step in your career and the knowledge required to pass your Network certification exam.

*Contact hours: 40**Not financial aid eligible.***ZPDI-1530 CompTIA Linux (Online)****4 CEU's**

CompTIA Linux covers every important facet of the world's most popular open source operating system. You'll learn hardware and system configuration, system maintenance, troubleshooting and diagnostics, security, scripting and more. This online course teaches you the fundamental skills and knowledge required to successfully configure, manage and troubleshoot Linux systems. In addition to Linux's significant presence in the server room, all the major public cloud providers offer Linux images as a way of speeding up virtual instance creation. Add the fact that Linux-based Android accounts for approximately 80% of the smartphone market and you'll find many IT careers are founded on Linux skills.

*Contact hours: 40**Not financial aid eligible.*

ZPDI-1531 Certified Computer Forensics Examiner (CCFE) (Online)**4 CEU's**

Learn how to investigate cybercrime! This online course goes in-depth with the tools, techniques and processes used by forensics examiners to find, identify, preserve, extract, analyze and report forensic evidence on computers. Learn about the challenges of computer forensics, walk through the process of analysis and examination of operating systems, and gain a deep understanding of differences in evidence locations and examination techniques on Windows and Linux computers. More than 30 labs simulating real cybercrime investigation provide you with practical experience using commercial and open-source forensic tools. The course also prepares you to become a Certified Computer Forensics Examiner (CCFE).

Contact hours: 40

Not financial aid eligible.

ZPDI-1533 CompTIA A (220-1001 and 220-1002) (Online)**4 CEU's**

This entry-level online course provides the most comprehensive approach to earning your CompTIA A certification. A certification can help in career advancement, personal improvement, skills enhancement and attaining higher salaries. This course teaches you the skills required to become a successful computer technician, with training that teaches you basic software and hardware knowledge, including installation and configuration, to help you achieve one of the industry's most influential certifications. Learn a wide range of entry-level computer technician skills and leave fully prepared to pass your A certification exam. The A certification is a key benchmark for employers looking for the best and brightest technicians.

Contact hours: 40

Not financial aid eligible.