

Adult Evening EDUCATION

2021 Spring Course Catalog

DISCOVER YOUR POTENTIAL



TEACHERS!

Earn 2.4 CEUs per
online class

wcpss.net/TeacherCEUs

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Class Formats!

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Small Businesses

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and Life Skills

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LIFELONG LEARNING
WITH COMMUNITY SCHOOLS

wcpss.net/AdultEd



WAKE COUNTY
PUBLIC SCHOOL SYSTEM

Welcome!

Adult Evening Education is a part of Wake County Public School System (WCPSS) where you can enjoy classes that are educational, recreational, cultural, civic, and social in nature. Classes for this semester are offered both live online and online through our ed2go partnership.

Check out our *Adult Evening Education (AEE)* catalog, released three times per year (fall, spring, and summer). We hope you'll continue and share the gift of lifelong learning.



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Lifelong Learning Program Calendar

Spring 2021 Semester:

January 4 - May 13

Holidays:

January 21 - Martin Luther King Day

Class Formats



Live Online

 wcpss.net/AdultEd

The Live Online classes are our normal seated classes but offered synchronously online by Adult Evening Education instructors using a live web service. Experience the same wide variety of quality classes from our top notch instructors with the added convenience that online provides. Register today and discover your potential!

Online Classes - ed2go

 wcpss.net/OnlineClasses

Online Classes includes a wide range of highly interactive online classes that are instructor-led or Self-Paced. All of our classes include expert instructors, many of whom are nationally known authors. Our online classes are affordable, fun, fast, convenient, and geared for most every age!

Career Training and Certifications - ed2go

 wcpss.net/OnlineClasses-Career

These online open enrollment programs provide the skills necessary to acquire professional level positions for many in-demand occupations.

Our programs are designed by a team of professionals from each respective field, providing you with effective web-based learning programs. Instructors and mentors are actively involved in your online learning experience, responding to any questions or concerns, as well as encouraging and motivating you to succeed.



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LEGEND

- Live** = Live Online Classes
- ed2go** = Online Classes - ed2go
- Career** = Online Career & Certification
Classes - ed2go



Tap Into Your Creativity

ed2go Color Theory

Online | Self-Paced | \$100

Color plays an important role in visual communication, especially when designing websites. For web designers, understanding color theory is a key to creating a color palette for UI/UX projects. This Self-Paced course will teach you the fundamentals of color theory and how to apply this framework to your web design practice.

ed2go Designing Effective Websites

Online | Instructor-Led & Self-Paced | \$115

Master the basics of web design and learn to build sites that are better and more effective. This course provides powerful graphic design techniques that will help your site stand-out from all the others.

ed2go Drawing for the Absolute Beginner

Online | Instructor-Led | \$115

Gain a solid foundation in the basics of drawing to become the artist you've always wanted to be. This course will help you become familiar with paper type, drawing styles, techniques, and basic principles of perspective, layout, and design.

ed2go Introduction to Digital Scrapbooking

Online | Instructor-Led & Self-Paced | \$115

Make the most of your scrapbooking talents to show off your photos and memorabilia with digital scrapbooking. This course provides hands-on experience building scrapbook pages, using artistic journaling, and producing your own artwork with Photoshop Elements.

ed2go Introduction to InDesign CC

Online | Instructor-Led & Self-Paced | \$115

Learn how to use Adobe InDesign CC software to create professional-quality letterhead, brochures, forms, eBooks, business materials and more. This course uses hands-on exercises and expert instruction to help you discover how the program features relate to producing actual usable documents.

ed2go Introduction to Illustrator CS6

Online | Instructor-Led & Self-Paced | \$115

This course includes hands-on lessons and assignments that will challenge your creativity and growing skill as you learn to design and draw vector art, work with shape gradients, and manipulate color images using Adobe Illustrator CS6.

ed2go Managing Web Design Projects

Online | Self-Paced | \$100

You'll learn how to optimize the web design process and take your projects from concept to iteration on time and within budget. With demand for skilled web designers and developers at an all-time high, adding project management to your UI/UX toolkit is key to meeting your clients' needs.

ed2go Typography

Online | Self-Paced | \$100

For web designers, understanding typography is an important aspect of creating a great User Experience. If you work in the web design field, you need to understand typography and how to apply this technique to your UI/UX projects. This Self-Paced course is all about typography!

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.

Become a Residential Interior Designer

Career Certified Residential Interior Designer

Online | \$1,995 - Financial Aid Available

wcpss.net/OnlineClasses-Career

If you love coming up with creative designs and interior decorating that will turn a house into a home—or add a unique touch to any space—and want to make those dreams a reality, this is the course for you. This residential interior design course is perfect for both aspiring and current designers who want to increase their education, career opportunities, and professional status in the interior design industry. Take the first step toward a fulfilling career in this creative industry today with this course.

Upon the completion of the course curriculum, you'll be prepared to sit for the Residential Interior Designer Exam (R.I.D.E.) through the Designer Society of America (DSA). The R.I.D.E. exam is the final exam in the course and included with enrollment. Once you achieve certification, you can qualify for a free one-year DSA membership, and you may be able to participate in an optional 40-hour internship if you meet certain eligibility requirements. The R.I.D.E. credential will increase your status with potential clients and make you a stronger candidate in the industry.



Explore Your Musical Side

ed2go Introduction to Guitar

Online | Instructor-Led | \$115

Learn to play any style of music on the guitar, and become the musician you've always wanted to be! This course provides basic guitar skills that you'll build step-by-step with hands-on exercises, audio and video recordings, and detailed instructions to put you well on your way to becoming a skilled player.

ed2go Music Made Easy

Online | Instructor-Led & Self-Paced | \$115

Gain complete understanding of rhythm, melody, and harmony, and recognize pitches on the musical staff and keyboard. By the end of this course, you'll be able to read, write, and even play simple pieces of music!



Sharpen Your Accounting Skills

ed2go Accounting Fundamentals

Online | Instructor-Led & Self-Paced | \$115

If you want to increase your financial awareness and gain a marketable skill, this course is for you. You will learn double-entry bookkeeping, financial transactions, financial reporting, and more.

ed2go Accounting Fundamentals II

Online | Instructor-Led & Self-Paced | \$115

Explore the world of corporate accounting and increase your financial know-how while gaining in-demand skills. This course will provide you with a solid understanding of recording and analyzing plant assets, depreciation, interest, dividends, revenue, and other important corporate money matters.

ed2go Accounting with QuickBooks Online Suite

Online | Instructor-Led | \$395

Learn to manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. With this online version, you get all the advantages of computing in the cloud, so that your accounting files will be available to you virtually anytime, anywhere. This course is going to dive a bit deeper into some of the more intermediate-level features of the QuickBooks Online (QBO) program—from tracking product and service items and managing inventory to customizing sales forms.

Classes include: Accounting Fundamentals; Accounting Fundamentals II; and, QuickBooks Online.

Become an Accounts Payable Specialist

Career Accounts Payable Specialist Certification (Exam Cost Included)

Online | \$1,295 - Financial Aid Available

wcpss.net/OnlineClasses-Career

This online course will prepare you for the Institute of Finance & Management's (IOFM) Accounts Payable Specialist (APS) certification. This associate-level certification focuses on intermediate financial operations skills.

Today's companies employ certified accounts payable professionals to ensure their expenses are accurately paid. With APS certification, you demonstrate your understanding of invoices, payments, T&E, Automation, and other key functions to potential employers. If you're new to the AP industry or plan to advance your career, the Accounts Payable Specialist course is for you.



See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Start a New Career

ed2go Administrative Assistant Fundamentals

Online | Instructor-Led & Self-Paced | \$115

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.

ed2go Animal Lover Suite

Online | Instructor-Led | \$299

● **Become a Veterinary Assistant**

Do you like animals? Would you like to prepare for a career as 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. You will also get a taste of how a veterinary hospital ticks as a small business by focusing on billing, workplace safety, and marketing through client education programs.

● **Photographing Nature with Your Digital Camera**

Jump into the world of nature photography! In this course, you'll master taking beautiful outdoor photos of everything from landscapes to specific nature items such as water, flowers, trees, animals, and more. Along the way, you'll learn all about digital camera equipment, telephoto photography, and even macro photography. With plenty of examples and opportunities to share your work, you'll be shooting breathtaking photos in no time!

● **Start a Pet Sitting Business**

If you're an animal lover, find out how to translate your passion into a profitable career! In this course, you'll master the essentials of starting a pet sitting business. You'll begin with dog and cat care, including nutrition, exercise, first aid, and identification of common diseases. You'll also find out how to handle home visits and impress potential clients. In addition, you'll delve into finances and explore start-up costs, accounting, fee-setting, business plans, and low-cost marketing. By the end of this course, you'll have all the knowledge you need to be a successful pet sitter.

ed2go Blogging and Podcasting for Beginners

Online | Instructor-Led & Self-Paced | \$115

Blogging and Podcasting are great ways to express yourself, but maybe you're not sure how to start. This course will teach you how to successfully plan and create your very own blog and podcast using hands-on exercises and free web tools.

ed2go Event Planning Suite

Online | Instructor-Led | \$199

● **Wow, What a Great Event!**

Learn how to create and coordinate successful special events. Develop skills, find resources and gain confidence to plan and produce any size or type of event. Find out what the experts and master planners already know so that you can avoid embarrassing and costly planning errors or production mistakes. After just a few weeks, you will become a knowledgeable event planner poised to produce any type of event.

● **Secrets of the Caterer**

Do you love to cook and plan parties? Then start your own catering business and make money doing what you love! In this course, you learn foundational skills about catering and the basics of the catering business, including many delicious catering recipes!

Live Medical Billing I and II

Live Online | 6:30-9:00 PM | Th | 1/28-3/4 | \$230

Live Online | 6:30-9:00 PM | Th | 4/1-5/6 | \$230

Get your start in a thriving career path. Enjoy learning from a knowledgeable, attentive, and caring instructor while gaining the knowledge you need in this two-part series.

The first part will cover the five modules of medical billing, HIPAA compliance, insurance/commercial billing, customer service, and collections. Walk away understanding insurance verification, claim submission, commercial insurance, Medicare, and Medicaid.

Part two will cover claim follow-up and refunds. A certificate of completion will be provided at the culmination of class. Register online for this class and pay by cash or check.



Gwendolyn Thompson has over 13 years of medical billing experience. Currently employed with a pharmacy company in Cary, NC, she started VMBS to support providers with reimbursement challenges and prospective students in their knowledge quest.



ed2go Explore a Career as a Paralegal

Online | Instructor-Led & Self-Paced | \$115

Decide if becoming a paralegal is the right career path for you. This course helps you discover the many aspects of what paralegals do by learning the fundamentals of legal terminology, contract law, how to conduct interviews and investigations, write briefs, and prepare for appeals.

ed2go Explore a Career as an Administrative Medical Assistant

Online | Instructor-Led & Self-Paced | \$115

Learn what it takes to have a successful career as an administrative medical assistant. This course explores the job of an administrative medical assistant (AMA) in a doctor's office- from appointment scheduling and chart creation to medical billing and coding to give you an inside-view of the job.

ed2go Explore a Career in Nursing

Online | Instructor-Led & Self-Paced | \$115

This course will help you discover what it takes to become an LPN or RN and all the exciting and rewarding opportunities that await you in the different fields of nursing. You'll also learn about the different types of nursing and specialties and about the benefits of additional education.



Live The Science of Becoming a Creative Freelancer

Live Online | 6:30-8:00 PM | T | 1/19-2/9 | \$190

Live Online | 6:30-8:00 PM | T | 3/9-3/30 | \$190

Do you have amazing web design, photography, or writing skills? Ever thought about turning those skills into a career? Have you been thinking about becoming a freelancer? This course will walk you through the process of setting up your creative freelance business. From gaining a successful freelancer mindset to drafting the perfect proposal, this course goes into detail about how to create a successful creative freelance business.



J. Marie Davis is a web developer, digital analytics consultant and creative business coach. She works with and supports creatives across the globe, helping them realize their dream of starting a creative based business. Whether you want to start a web design firm or sell your photography, she can help you set your objectives, find resources, and start your business.



Awaken the Leader in You

ed2go Fundamentals of Supervision and Management

Online | Instructor-Led & Self-Paced | \$115

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.

ed2go Law Office Management

Online | Self-Paced | \$115

This course covers the foundational skills needed to effectively manage a law office. You will learn how to track all the various duties, help with clients, and perform the functions needed within the legal workplace.

ed2go Leadership

Online | Instructor-Led & Self-Paced | \$115

Gain the respect and admiration of others by developing your leadership skills. Even if you're not working in a leadership role, this course will teach you how to use the principles of great leaders to achieve success in your professional and personal life.

Live Recruiting and Retaining Volunteers

Live Online | 6:30-9:00 PM | Sa | 2/6 | \$30

Live Online | 6:30-9:00 PM | T | 5/4 | \$30

Volunteering is such an incredible experience. It can help participants find friends, feel connected to the community, acquire new skills, and even advance a career. So why do organizations struggle with volunteer numbers that wax and wane? Learn how to find and keep volunteers for your organization from an experienced volunteer coordinator, Brandi Brown. Topics will include identifying potential volunteers, marketing volunteer opportunities, and showing volunteer appreciation.



Brandi Brown is a freelance writer with a background in political and business writing. She is experienced in photography, videography, and using social media to build traffic. In her free time, she volunteers, reads, and spends time with her family.

Live Increase Productivity: Strategies and Tools to Transform Your Workflow

Live Online | 7:00-9:00 PM | W | 2/10-2/17 | \$75

People are often told to work smarter, not harder. What does this even mean? In this class participants will learn two methods for increasing productivity at work and home and digital tools to support implementation. They will walk away with structures in place that will immediately help them to be more efficient.



Katherine Heywood is a Digital Learning Coordinator for Wake County Public Schools. She enjoys supporting adult learners as they embrace and engage with technology. Over the years she has led technology integration sessions at the local and state level while developing her own knowledge and skills at a variety of state and national conferences. In her free time, she loves camping with her husband and twin daughters and relaxes by sewing and baking.





Market Your Business Like a Pro

ed2go Digital Marketing Suite

Online | Instructor-Led | \$299

- **Achieving Top Search Engine Positions**

If you want to increase website traffic, you must understand how to improve your search engine ranking. This course will give you the knowledge you need to boost website visibility with proven, step-by-step SEO strategies you can implement immediately.

- **Marketing Your Business on the Internet**

In this hands-on course, you'll discover proven methods for establishing an Internet presence and building a brand identity. You'll learn to incorporate SEO, advertising, email, social media, and more to develop an effective Internet marketing plan for your business even with little money to spend.

- **Using Social Media in Business**

Learn how to use the five most popular social media platforms—Facebook, Twitter, LinkedIn, Pinterest, and Instagram—to grow and promote your business. This course will help you harness the power of social media to connect with new customers, advertise products, and promote your brand.

ed2go Effective Selling

Online | Instructor-Led & Self-Paced | \$115

Discover how you can easily convert a potential customer into a long-term asset. This course will help you lay the groundwork for repeat business and your future success with knowledge, planning skills, communication techniques, and the understanding of human nature.

ed2go Introduction to Google Analytics

Online | Instructor-Led & Self-Paced | \$115

Learn to use Google Analytics to make the most of your online traffic. This course guides you step-by-step, report-by-report, through the major parts of the Google Analytics interface, including how to track visits, determine your best content, understand demographics, recognize patterns of use, and more.

ed2go Marketing Your Nonprofit

Online | Instructor-Led & Self-Paced | \$115

Discover how to increase membership, expand program value, attract media, entice donors, and develop volunteers. If your organization relies on a diverse mix of fees, events, and contributions for support, you're sure to find this information-packed course indispensable.

ed2go Professional Sales Skills

Online | Instructor-Led & Self-Paced | \$115

If you've always dreamed of becoming successful in sales, this course is exactly what you need. You'll learn how to turn prospects into buyers, how to provide proper customer service, how to develop a sales plan, and much more.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Launch and Market Your Small Business

ed2go Small Business Marketing on a Shoestring

Online | Instructor-Led & Self-Paced | \$115

Discover how to use the same marketing tricks the big companies employ and create a personalized plan without clearing out your bank account. This course will help you master cost effective marketing strategies that provide results with hands-on activities and real-world examples.

ed2go Start Your Own Small Business

Online | Instructor-Led & Self-Paced | \$115

Learn how to transform your passion and talent into a viable small business. This course will teach you about financing, marketing techniques, employee management, policy writing, and time management - everything you need to know to start your very own small business.

Live How to Start a Home-based Bakery Micro Course

Live Online | 7:00-8:00 PM | Th | 1/4-2/5 | \$179

The course is designed to give you basic information so you can learn the rules and regulations surrounding the sale of homemade foods in North Carolina. Operating a home-based bakery is not a get rich quick scheme. Running a bakery involves hard work and dedication. After completing the course, you will have the knowledge needed to complete the home inspection and start selling your homemade baked goods.



Detra Davis is an effective coach, team builder, and master trainer who understands the necessity to develop and train highly competent small business owners. Proven ability to create and monitor practices that promote a safe learning environment and ensure business owners are knowledgeable about selling delicious, safe food products.

Live Creating Business Content for Websites and Social Media

Live Online | 6:30-8:30 PM | MW | 3/1-3/10 | \$100

Great, you're online! Now what? In this course, you will have the help of a professional writer with more than 2 decades of experience to help you craft the content needed to make your business' website pop for visitors and social media posts that will gain more engagement. Investing in this course will allow you to break through the clutter of information out there about creating good content and leave you with a solid, workable plan.



Brandi Brown is a freelance writer with a background in political and business writing. She is experienced in photography, videography, and using social media to build traffic. In her free time, she volunteers, reads, and spends time with her family.

Live Social Media for Small Business

Live Online | 6:30-8:00 PM | M | 1/25-2/8 | \$75

Live Online | 7:00-8:30 PM | W | 4/14-4/28 | \$75

Do you know social media would improve your business but you aren't sure where to start? Are you unsure how Facebook works to sell your business? Do you get overwhelmed with the choices? This course is for you! Over two evenings, learn how to select the best social media platforms for your small business and begin to build your online audience using tools you learn in the course.



Enrich Your Skills in Speaking and Writing

ed2go Achieving Success with Difficult People

Online | Instructor-Led & Self-Paced | \$115

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.

ed2go Building Teams That Work

Online | Instructor-Led & Self-Paced | \$115

Chances are you will be part of a professional or personal team at some point. This course provides you with communication, problem-solving, and leadership skills to keep your team on the right track and real-life scenarios that will help you master successful team-building and management.

ed2go Business and Marketing Writing

Online | Instructor-Led & Self-Paced | \$115

Expand your writing skills and learn to create copy that achieves business and marketing goals. This course will help you use the power of writing to present a solid, cohesive message to your target audience and improve your chances of getting hired or promoted.

ed2go Effective Business Writing

Online | Instructor-Led | \$115

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end. This course will help you identify gaps and eliminate problem areas in your writing skills.

ed2go Get Assertive!

Online | Instructor-Led & Self-Paced | \$115

Learn specific techniques to become more assertive in all types of situations, with all types of people, and in all aspects of your life. This course will empower you to be more assertive and includes specific techniques for dealing with people who intimidate or disrespect you.

ed2go Interpersonal Communication

Online | Instructor-Led & Self-Paced | \$115

Communication is more than just speaking, hearing, or having a good vocabulary. This course explores strategies for success in everyday interpersonal communication. You will explore clear examples of verbal and nonverbal habits, effective listening, self-concept, differences in conversational styles, and conflict management. You will also learn about practical strategies you can use to improve communication at home, in social situations, and in the workplace.

ed2go Keys to Effective Communication

Online | Instructor-Led & Self-Paced | \$115

Become more confident, make great first impressions, get along with others, and create better personal and professional relationships. This course provides a step by step process to become a great conversationalist as you use communication to build rapport and create trust, warmth, and respect.

ed2go Persuasive Communication

Online | Self-Paced | \$145

Persuasive communication is essential not only for selling the products or services of the business but for obtaining financing and running daily operations. This course will provide you with the opportunity to gain confidence and improve your communication skills. Even the most skilled communicator can always learn additional techniques for success.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Write and Publish Your Book with Mari

Live 26 Tips for Emerging Writers

Live Online | 6:30-7:30 PM | T | 1/12-1/26 | \$90

Not comfortable with your writing? Need some guidance to turn your writing from blah to fabulous? Learn 26 practical tips, guidelines, insights, and advice to help new authors learn to be consistent, confident, and capable in their writing.

Live Freelance Your Way to a Book

Live Online | 6:30-8:00 PM | M | M | \$60

Writing your book may be easier than you think. What is your favorite pastime or passion? Find out how to organize, develop, and capture your passion and information all in one place and write the book you've been wanting to write!

Live Write Your Book Well in Forty Days

Live Online | 6:30-7:30 PM | M | 2/22-3/15 | \$100

Saying you want to be an author is the easy part. Becoming one takes effort and commitment. Do you have answers that will solve a problem for someone else, or have you imagined a fantastic story that will fascinate readers? This class offers five specific steps to help you identify, develop, and write a book that most interests you. Organize your message and write that book in forty days!



Mari Fitz-Wynn has been a non-fiction writer, published in books and periodicals for the past twenty years. Her main focus of writing has been on education and women's issues and more recently, historical fiction novels. Her other passions include public speaking and jewelry making.

Triangle Camps, Track-Out, and More

The Triangle Camps, Track-out, and More directory was created by parent request. The biannual directory offers valuable information to parents about camps, track out programs, enrichment activities, and more for children in the Triangle region.

So where can you find this handy directory?

- Every WCPSS school. Parents of elementary students receive one from the student's school
- Wake County Public Libraries
- Several private and charter schools
- Select local businesses and medical practices
- Online at wcpss.net/camps!





Develop Your Application Knowledge

ed2go Introduction to Microsoft Access 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Build, edit, and maintain databases in Microsoft Access 2019/Office 365 using tables, reports, forms, and queries to give you fast access to all your important information. This hands-on course for beginners provides the skills to create an effective database for any type of information at home or on the job.

ed2go Intermediate Microsoft Access 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Develop a fully functional database in this hands-on Microsoft Access 2019/Office 365 course. Master advanced techniques for presenting data, automating common tasks, and building navigation as you work to create a database project from scratch.

Live Google Tools for Beginners

Live Online | 7:00-9:00 PM | T | 1/12-2/2 | \$100

The era of cloud computing has officially arrived. This course will teach you how to use the basic Google tools including Drive, Docs, Sheets, Slides, Forms, Calendar, Keep, and Gmail. Content and skills will be taught using both instruction and hands-on practice. Technology instructor, Katherine Heywood will go through the procedure for creating a Google account the first night of class if students do not already have one.



Katherine Heywood is a Digital Learning Coordinator for Wake County Public Schools. She enjoys supporting adult learners as they embrace and engage with technology. Over the years she has led technology integration sessions at the local and state level while developing her own

knowledge and skills at a variety of state and national conferences. In her free time, she loves camping with her husband and twin daughters and relaxes by sewing and baking.

ed2go Introduction to Microsoft Excel 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Learn to quickly and efficiently use Microsoft Excel 2019/Office 365 as you discover dozens of shortcuts and tricks for setting up fully formatted worksheets. This course, taught by an experience Microsoft Excel instructor, provides in-depth knowledge for beginners that will have you using Excel like a pro.

ed2go Intermediate Microsoft Excel 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Master new skills and harness the power of Excel to become a power user. This hands-on course provides in-depth knowledge of charts, graphs, PivotTables, Slicers, Sparklines, AutoFilter, macros, and other advanced Microsoft Excel 2019/Office 365 functions.

ed2go Introduction to Microsoft PowerPoint 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Make presentations go from “so-so” to sensational with PowerPoint. This course will help you learn to use Microsoft PowerPoint 2019/Office 365 to create professional-quality slide presentations that grab attention and make your message memorable from start to finish.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.

ed2go Introduction to Microsoft Project 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Learn to effectively plan, implement, and control projects using Microsoft Project 2019/Office 365. This course will help you master the basics to create and share a project schedule, track costs and resources, produce reports, and resolve problems to keep your projects on track.

ed2go Introduction to Microsoft Word 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Learn to create professional-looking letters, reports, and documents using Microsoft Word 2019/Office 365. This hands-on course will help you master the basic features of this powerful word-processing program to type, edit, and format text, and spell check and print documents like a pro.

ed2go Intermediate Microsoft Word 2019/Office 365

Online | Instructor-Led & Self-Paced | \$130

Use Microsoft Word 2019/Office 365 more efficiently by mastering its more advanced features. This hands-on course will teach you how to create an index, build a list of figures, design a table of contents, perform a mail merge, and use timesaving shortcuts to develop professional documents.

ed2go Introduction to Oracle

Online | Instructor-Led & Self-Paced | \$115

Learn to plan, organize, and manage your data using the Oracle database. This course will introduce you to the Structured Query Language (SQL), Oracle's SQL*Plus, and other valuable tools used to develop, manage, and reference an Oracle database.

ed2go Introduction to Windows 10

Online | Instructor-Led & Self-Paced | \$115

Master the basic skills you need to get the most from Windows 10 for both work and play. This course will help you learn to use this powerful new operating system, including customizing your desktop, managing files and folders, and navigating the Web with the new Microsoft Edge browser.

ed2go Introduction to SharePoint 2019

Online | Instructor-Led & Self-Paced | \$130

Learn SharePoint basics such as working with lists and libraries, simple page customization, working with forms, and managing site permissions and users. By the end of this course, you will be able to confidently use Microsoft SharePoint and collaborate with others to manage and share documents and data effectively.

ed2go Keyboarding

Online | Instructor-Led & Self-Paced | \$115

Become faster and more confident at the keyboard. This course will help you learn how to touch-type the alphabetic, numeric, and symbol keys; create, save, and edit word processing documents; and successfully take a timed writing test during a job interview.



BENEFITS

- Tax write-off as a sole proprietor of a service business
- Rights to instructional materials that you create
- Opportunity to promote your personal brand
- Teach adults to build your CV/Resume

BECOME AN INSTRUCTOR FOR ADULT EVENING EDUCATION

Deadline for Summer 2021 Course Intent Packet submission is February 4, 2021. Visit wcpss.net/AdultEd to learn more.

Wake County Public School System's Adult Evening Education offers you the opportunity to earn extra money by creating live online classes and instructing adult students in an area that matches your skill. Class categories include career, languages, art, culinary, computers, finance, fitness, and much more.

We invite all interested persons to apply (no degree required), and we are currently seeking instructors for these specific live online courses:

- Budgeting for a Crisis
- Cooking - Bread, etc.
- Coupon Shopping
- Interior Design
- Painting - Online
- Sewing - Fashion
- Sewing - Masks
- Yoga - Online



Gain Insight into Computer Programming

ed2go C# Programming for the Absolute Beginner

Online | Instructor-Led & Self-Paced | \$115

Learn the fundamentals of computer programming with the C# programming language. This course uses hands-on practice, examples and assignments to develop your knowledge of C# programming by using a state-of-the-art language to build impressive applications on your very own computer.

ed2go Intermediate C# Programming

Online | Instructor-Led & Self-Paced | \$115

Build upon your knowledge of C# by writing GUI applications. This course will walk you through computer application design and implementation with real examples and practice exercises that provide programming problems you can solve to demonstrate your new knowledge.

ed2go C++ for the Absolute Beginner

Online | Instructor-Led & Self-Paced | \$115

Learn the fundamentals of computer programming with the C++ programming language. This course uses hands-on practice, examples and assignments to develop your knowledge of C++ programming by using a state-of-the-art language to build impressive applications on your very own computer.

ed2go Creating Mobile Apps with HTML5

Online | Instructor-Led & Self-Paced | \$115

Discover a better way to build apps that run on just about any smartphone or tablet. This course will demonstrate ways to imagine, design, build, and optimize a cross-platform mobile app using the very latest HTML5 standards.

ed2go Creating Web Pages

Online | Instructor-Led & Self-Paced | \$115

Learn the basics of HTML as you design, create, and post your very own website. This course will help you plan the content, structure, and layout of your website, create neatly formatted text, build links, and add color, graphics, and tables, as well as understand no-cost web marketing strategies and SEO.

ed2go Introduction to CSS3 and HTML5

Online | Instructor-Led & Self-Paced | \$115

Create state-of-the-art, modern websites like the pros using CSS3 and HTML5. This course will provide you with the foundation you need to master these two critical and fast-growing new Web languages through hands-on training and expert instruction.

ed2go Introduction to Database Development

Online | Instructor-Led & Self-Paced | \$115

This course will guide you step-by-step through all the phases of a database system development project to guarantee that the resulting product will not only work as it is designed to work, but also that the design truly responds to user needs.

ed2go Front End Developer Suite

Online | Instructor-Led | \$299

Learn how to create state-of-the-art responsive websites using modern CSS3, HTML, and JavaScript, the premiere front-end language of modern Web development. Take your existing HTML skills to the next level and start building professional-grade sites like the pros. If you want to survive and excel in the fast-paced world of Web publishing, you're going to need to keep up with ever-evolving standards. That means CSS3, HTML5, JavaScript, and the ability to create modern website that work perfectly on phones, tablets, laptops, and desktops.

This course will provide you with the foundation you'll need to master the three most important languages for modern web development, CSS3, HTML5, and JavaScript, and also teach you the specific tricks of the masters for making sites that are fully responsive to phones, tablets, laptops, and desktop computers.

Classes include: Accounting Fundamentals; Accounting Fundamentals II; and, QuickBooks Online.

ed2go Introduction to Java Programming

Online | Instructor-Led & Self-Paced | \$115

Get comfortable programming with Java while gaining skills from an experienced Java programmer. This course provides you with easy-to-understand examples and plenty of skill-building exercises using the latest version of Java to give you confidence as you learn programming.

ed2go Intermediate Java Programming

Online | Instructor-Led & Self-Paced | \$115

Deepen your knowledge of Java, and begin writing more sophisticated and professional programs. This course provides hands-on experience building different applications that combine the concepts of sequential data files, data processing, class hierarchy and inheritance, and/or GUI application creation.

ed2go Introduction to JavaScript

Online | Instructor-Led & Self-Paced | \$115

Build on your knowledge of HTML and CCS by adding interactivity to your web pages with JavaScript. This course provides hands-on practice as you start with the basics and move on to more advanced topics to master not just JavaScript but jQuery as well.

ed2go Introduction to PHP and MySQL

Online | Instructor-Led & Self-Paced | \$115

Learn how to create dynamic web pages and interactive websites using the PHP programming language and MySQL database server. This course provides clear, step-by-step instructions and useful templates for creating a complete website capable of dynamically displaying data from a MySQL database.

ed2go Intermediate PHP and MySQL

Online | Instructor-Led & Self-Paced | \$115

Gain the skills to create a dynamic, interactive commercial online store using PHP and MySQL in this hands-on course. Walk through the steps for developing a complete online store web application, and leave the course with code templates that you can use to create your own unique online store.

ed2go Introduction to Programming

Online | Instructor-Led & Self-Paced | \$115

Take your first steps toward a career as a computer programmer as you get hands-on practice writing applications containing GUIs, sound, and graphics. This course will provide the skills and confidence you need to program in BASIC and design your own custom applications for home, school, or work.

ed2go Introduction to Python 3 Programming

Online | Instructor-Led & Self-Paced | \$115

Create foundational programming structures with Python. This course will provide the fundamentals of computer programming in Python 3 with topics that include basic decisions and loops, advanced data structures, object-oriented programming, and graphical user interfaces.

ed2go Introduction to SQL

Online | Instructor-Led & Self-Paced | \$115

Gain a solid working knowledge of the most powerful and widely used database programming language. This course will provide you the skills to write SQL queries to create tables, retrieve data from single or multiple tables, manipulate data in a database, and gather statistics from data stored in a database.

ed2go Introduction to Visual Basic

Online | Instructor-Led & Self-Paced | \$115

Learn how to write Windows applications and programs using the Visual Basic programming language and the Visual Basic development environment. This course will provide the building blocks of programming in Visual Basic, including using variables to store data, control structures, and loops.

ed2go Intermediate Visual Basic

Online | Instructor-Led & Self-Paced | \$115

Gain in-demand Visual Basic skills, allowing you to write sophisticated Windows programs that access and modify business databases. This course explores enriched GUI and multiple form applications as you deepen your knowledge of databases with data-bound controls, ADO.NET, and SQL.

ed2go Responsive Web Design

Online | Instructor-Led & Self-Paced | \$115

Create websites that are intuitive, inviting, accessible, and attractive. This course will teach you to design and build fully responsive websites optimized for smartphones, tablets, and laptop/desktop viewing environments.

ed2go Sass Training

Online | Instructor-Led & Self-Paced | \$125

Learn how to use Sass (Syntactically Awesome Style Sheets), a CSS extension language compatible with all versions of CSS. You'll dive headfirst into using Sass and start writing your own functions. You'll also learn the Sass philosophy on code organization and how this can improve your workflow. If you're looking to enhance your web design skills, this course will teach you how to use Sass to tackle and streamline styling for any new web project.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Prep for CompTIA Exams with Kobie

Live CompTIA A+ 220-1001 and 220-1002 Exam Prep

Live Online | 6:30-9:30 PM | TTh | 1/7-3/30 | \$199

This course is intended for participants who want to expand their knowledge and skills in computer maintenance. Topics covered include mobile devices, networking technology, hardware, virtualization, cloud computing, and network troubleshooting. Upon completion, students should be able to provide customer support and properly diagnose, troubleshoot, install, configure, and maintain PCs, mobile devices, and software. Students should also have the ability to successfully pass the CompTIA A+ 220-1001 and CompTIA A+ 220-1002 certification exams.

Live CompTIA IT Fundamentals

Live Online | 6:30-9:30 PM | MW | 3/1-4/7 | \$199

Thinking about a career in information technology? Earning this certification credential will let potential employers know you have entry-level IT knowledge and skills. The course covers information technology concepts and terminology, infrastructure, applications and software, software development, database fundamentals, and security – to prepare you to pass the CompTIA IT Fundamentals exam for certification.

Live CompTIA Network+ Exam Prep Course

Live Online | 6:30-9:30 PM | MW | 1/13-2/24 | \$199

This course is intended for participants who want to expand their networking knowledge and skills. Topics covered will include network security, network troubleshooting and tools, and use of best practices for network management. Upon course completion, students should be able to troubleshoot, configure, and manage networks. In addition, students should have the ability to successfully pass the CompTIA Network+ certification exam.



Kobie Joyner has enjoyed a rewarding career in education teaching both at the high school and collegiate levels for the past 20 years. Kobie specializes in using new Instructional Technology tools and techniques to foster student achievement in the classroom. He holds multiple IT Certifications including the CompTIA A+ and Network+ credentials.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Good Food is a Way of Life

ed2go Certificate in Food, Nutrition, and Health

Online | Instructor-Led & Self-Paced | \$115

Gain insight into how food interacts with your body and how to make healthy changes for better nutrition. This course provides a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health.

ed2go Luscious, Low-Fat, Lightning-Quick Meals

Online | Instructor-Led & Self-Paced | \$115

Learn to create delicious and nutritious meals by reducing fat without sacrificing flavor. This course provides tips on menu planning and quicker cooking, and it allows you to try out over 50 exciting lower-fat recipes.

ed2go Secrets of the Caterer

Online | Instructor-Led & Self-Paced | \$115

Discover how to put your cooking and party planning skills to work in an exciting and creative career as a caterer. Learn fundamentals of catering business including how to cook for large crowds, organize your kitchen, manage your time, and work with clients, as well as some great recipe ideas to jump-start your career.

Live How to Start a Home-based Bakery Micro Course

Live Online | 7:00-9:00 PM | W | 2/10-2/17 | \$75

The course is designed to give you basic information so you can learn the rules and regulations surrounding the sale of homemade foods in North Carolina.

In this course, you will review the list of foods allowed, select a product if you don't already have one in mind, and learn what you need to start your home-based bakery business. The course will walk you through the home food processing requirements. Learn strategies for marketing, advertising, and finding your customers. You will learn about labeling and packaging your products. Operating a home-based bakery is not a get rich quick scheme. Running a bakery involves hard work and dedication. After completing the course, you will have the knowledge needed to complete the home inspection and start selling your homemade baked goods.



Detra 'Denay' Davis is a home-based baker, and cottage food operator. She founded the Foodpreneur Institute in 2009, an educational hub assisting cottage food operators across the U.S. She is the author of *How to Start a Home-based Bakery Business*, who in 2014 opened the Charlotte Pie Authority in Charlotte, NC. Today Detra travels across North Carolina sharing her knowledge and experience as a cottage food operator, helping others take their products from kitchen to market.



Make Fitness Your Career

Career Fitness Business Management

Online | \$1,995 - Financial Aid Available

wcpss.net/OnlineClasses-Career

A successful fitness business is about more than burning calories and building muscles. To be competitive in the business world, you need to know about strategic planning, accounting, marketing, human resources, customer relations, and more. This course will prepare you to implement a successful business system in private or commercial health clubs, medically-based fitness facilities, community wellness centers, personal training studios, physical therapy clinics, YMCAs, JCCs, college centers, recreational settings, or corporate fitness centers. This course was developed to establish an industry standard in fitness management education.

A competitive advantage offered in this course is the Optional Field Internship. Students who take advantage of this option will be able to practice the fitness management concepts they've learned through an internship in a health and fitness setting. This course is offered in partnership with the IDEA Health & Fitness Association, Health Club Managers, Inc., and Personal Fitness Professional (PFP). IDEA provided content and curriculum for the course, and, as a student, you'll receive a complimentary six-month subscription to the digital edition of IDEA Fitness Journal. Health Club Managers, Inc., a health club staff and management training company, provides graduating certificate students with a preferred discount on their services. PFP provides students with a free three-year subscription. The subscription includes eight print issues of their magazine per year, a bi-monthly e-newsletter, a digital magazine, and access to an interactive website with blogs, polls, articles, and much more.

Career NASM Certified Personal Trainer and Exam Preparation (Voucher Included)

Online | \$1,295 - Financial Aid Available

wcpss.net/OnlineClasses-Career

If you want an exciting career helping others achieve their fitness goals, start with this NASM Certified Personal Trainer and Exam Preparation course. It's a unique online course that prepares you for the National Academy of Sports Medicine (NASM) exam. The NCCA-accredited NASM personal trainer certification is one of the most respected in the health and fitness industry. Start with this prep course to become a certified personal trainer (CPT) and reach your career goals.

This course gives you the most extensive resources available to successfully pass the widely respected NASM CPT exam. Through the use of online videos, presentations, quizzes, readings, and interactive activities, you will receive thorough guidance and gain understanding of CPT content, as well as the knowledge needed to successfully sit for the exam.

If you're thinking about studying for your personal trainer certification online, this course is an excellent way to do so. It includes exam preparation and all study materials, as well as the certification exam fee, and you will gain the knowledge, skills, and abilities you need to become a successful NASM personal trainer.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



WCPSS Family Academy ‘No Cost’ Classes

The purpose of the Family Academy program is to provide families with the necessary academic tools to support the success of their child’s education and to bring schools, parents and guardians, families, and community organizations together as equal partners.

Live Connecting your child to College and Beyond through CFNC

Live Online | 5:30-6:30 PM | Th | 4/8 | FREE

CFNC.org offers help with career and college planning for all age groups from elementary school students to adults. The parents will learn how to investigate future careers, open a college savings account, plan courses that lead to college, explore college choices, figure out how to pay for their child’s education, and even complete the college applications online.

Live Helping Your Child Reduce Test Stress

Live Online | 5:30-6:30 PM | Th | 3/4 | FREE

Test stress is something that many students struggle with. In fact, it is unusual to find a student who approaches a big test without a high level of anxiety. The parents will be provided with tips to help their child lessen test stress.

Live How to Support Academic Growth Over School Breaks

Live Online | 5:30-6:30 PM | Th | 5/20 | FREE

As children say goodbye to the classroom during school breaks, they are often also saying goodbye to some of what they learned during the school year. The parents will be provided with educational ideas and information about how to combat learning loss over school breaks.

Live Preparing Your Child for the End of Grade Tests: EOG 3-8th

Live Online | 5:30-6:30 PM | Th | 2/18 | FREE

The EOG tests measures student abilities in various subjects, including reading and mathematics, through a series of exams implemented during the last three weeks of the school year. The parents will be provided with strategies to help their child feel at ease when taking the EOGs.

Live Teaching Your Child How to Deal with Peer Pressure

Live Online | 5:30-6:30 PM | Th | 1/21 | FREE

Every day your child makes decisions based on what his peers say and do. The family will learn how to help their child make good decisions, say “yes” to positive peer pressures, which help them become better individuals, and “no” to negative peer pressure.

Each of these classes are offered in the format listed below:

Language: English

Platform: Facebook Live



Build Your Wealth and Secure Your Finances

ed2go Business Finance for Non-Financial Personnel

Online | Instructor-Led & Self-Paced | \$115

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.

ed2go Introduction to Stock Option

Online | Instructor-Led & Self-Paced | \$115

Learn to evaluate, buy, sell, and profit from stocks. This course will arm you with investment tools that were once thought to be only for the pros as you learn how to protect your portfolio and profit in a down market, an up market, or even a flat market.

Live Retirement Planning Today

Live Online | 6:30-8:30 PM | T | 1/26-2/2 | \$49

Live Online | 6:30-8:30 PM | Th | 2/4-2/11 | \$49

Are you an adult aged 50 to 70? You can find trendy financial news almost anywhere, but it is difficult to use this information to make informed decisions and create a plan for your retirement. This course is designed to save you time by delivering comprehensive, objective knowledge you can easily apply to your situation. When it comes to important subjects like retirement planning, it makes sense to learn from a reliable, trusted source. Whether you plan to retire 20 years from now or have just recently retired, the information you learn in this class can deliver rewards throughout your lifetime.



Gray Pendleton is a local financial planner who has been recognized by the Triangle Business Journal and News and Observer for his work. He specializes in working with retirees and those close to it. In his free time, he enjoys spending time with his wife, their two children and their dog Walter.



ed2go Keys to Successful Money Management

Online | Instructor-Led & Self-Paced | \$115

Let a certified financial planner show you how most wealthy people build their fortunes. This course will introduce you to a broad array of investment choices, help you discover the best ways to accumulate cash and property, and demonstrate how to best protect your investments.

ed2go Personal Finance

Online | Instructor-Led & Self-Paced | \$115

Set clear financial goals, make the right investments, increase financial security, and be prepared to retire someday. This course will help you gain control over the financial impact of your choices with tools that are useful, realistic, and easy to work into your regular routine.

ed2go Real Estate Investing

Online | Instructor-Led & Self-Paced | \$115

Discover how to make money in real estate, even if you have little to start with. This course includes specially designed worksheets and hands-on activities to take the guesswork out of your investing in the real estate market.

ed2go Stocks, Bonds, and Investing: Oh My!

Online | Instructor-Led & Self-Paced | \$115

Learn the basics of stocks, bonds, and investing so you can be independent and confident about your financial decisions. This class will teach you how to prepare for retirement, manage your finances, and pay for college without the need for hiring a broker or financial advisor.

ed2go The Analysis and Valuation of Stock

Online | Instructor-Led & Self-Paced | \$115

Learn fundamental and advanced techniques for researching and analyzing stocks. This comprehensive course will teach you how to read financial statements, calculate financial ratios, perform industrial comparisons, and conduct economic research.

ed2go Where Does All My Money Go?

Online | Instructor-Led & Self-Paced | \$115

Learn how to make conscious decisions about spending and saving so you can take full control of your financial future. This course will teach you the principles of investing, debt elimination, and retirement planning.



Live Teen Money Matters!

Live Online | 7:00-9:00 PM | Th | 1/28-2/4 | \$75

Have you ever wondered... How can I save money? How do I keep track of the money I spend? How does money best work for me? This 2-part workshop will inform high schoolers how individual financial choices impact the transition to adulthood. We will cover topics including account balancing, spending money, and how money works. By the end of this workshop, you will come away with solid financial skills and knowledge to help you make good choices to live your best financial life.



Tara Batemon is an educator. Passion. Excitement. Vision. Goals. These are all attributes that she possesses as a teacher and an individual and she makes every effort to transfer these elements of success to her students. Tara is a 2016 Microsoft Office Specialist and enjoys sharing the many aspects of the Microsoft Office Programs. She currently teaches Freshman Orientation, Business, and Computer Applications courses at local universities.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Explore Topics in Alternative Medicine

ed2go Certificate in Energy Medicine

Online | Instructor-Led & Self-Paced | \$75

Distinguish yourself as a well-rounded healthcare professional with an understanding of Energy Medicine. This course allows you to explore the use of healing energy medicine techniques in health care, including meditation, acupuncture, qigong, sound and music therapy, and gentle hand techniques like Reiki and reflexology.

ed2go Certificate in Global Healing Systems

Online | Instructor-Led & Self-Paced | \$100

Deepen your knowledge of medical treatment by exploring alternative health care practices from India, China, Eastern Europe, and Central, North, and South America. This course will provide you with a solid foundation in a variety of traditional healing practices and techniques.

ed2go Certificate in Healing Environments for Body, Mind, and Spirit

Online | Instructor-Led & Self-Paced | \$115

Examine how Optimal Healing Environments impact the health of individuals and communities on a physical, social, psychological, and spiritual level. This course will give you the skills to recommend methods for enhancing the personal care and work environments around you to support health and well-being.

ed2go Certificate in Holistic and Integrative Health

Online | Instructor-Led & Self-Paced | \$199

Gain a new respect for the healing power of the integrative health approach for those seeking health care providers who focus on wellness and natural healing. This course covers all the fundamentals of person-centered and person-empowered health care, including details on some of the more popular therapies today.

ed2go Certificate in Meditation

Online | Instructor-Led & Self-Paced | \$75

Learn how to intentionally train your attention and concentration for effective meditation. In addition to meditation techniques, this course will also help you discover how meditation can be used to increase mindfulness, reduce stress, deal with pain and illness, and support overall health.

ed2go Certificate in Music Therapy and Sound Healing

Online | Instructor-Led | \$55

Learn the benefits of music therapy and sound healing in the health profession. The outcome of this certificate is for the learner to describe music therapy and sound healing and their effects on the brain, at the end of life, and with specific health conditions such as Alzheimer's disease.

ed2go Certificate in Starting Your Own Business in Health and Healing

Online | Instructor-Led & Self-Paced | \$75

Gain the knowledge and skills you need to start your own health and healing business. This course will guide you through every step of building your business, including developing a business plan, finding the right target market, getting financing, and creating marketing strategies to ensure success.

ed2go Introduction to Natural Health and Healing

Online | Instructor-Led & Self-Paced | \$115

Take charge of your own health and healing by discovering how to achieve total health of the mind, body, and spirit. This course allows you to explore a variety of methods including diet, hydrotherapy, positive attitude, relaxation, yoga, chiropractic, natural remedies and more to achieve total health.



Increase Your Medical Knowledge

ed2go Certificate in End of Life Care

Online | Instructor-Led & Self-Paced | \$115

When you work in end of life care, you must be prepared for the challenges it brings you, your patients, and their families. This course will enhance the knowledge and skills of health care professionals and individuals who work with or care for those experiencing a terminal illness.

ed2go Certificate in Infectious Diseases and Infection Control

Online | Instructor-Led & Self-Paced | \$100

Gain a solid understanding of the most common infectious diseases as well as a grasp of the procedures that can help contain them. This course offers insights into infectious diseases that are essential for medical professionals to understand.

ed2go Certificate in Legal and Ethical Issues in Healthcare

Online | Instructor-Led & Self-Paced | \$75

Healthcare professionals face legal and ethical dilemmas every day in their professions. This course provides you with a better grasp on crucial issues you're likely to face involving HIPPA rules, medication errors, social media and healthcare, organ donation, and workplace violence.

ed2go Certificate in Nutrition, Chronic Disease, and Health Promotion

Online | Instructor-Led & Self-Paced | \$115

Learn how nutrition impacts health and the development of chronic diseases. This course will give you expertise regarding the role food and water play in health and how making appropriate changes in nutrition can have powerful effects on health throughout life.

ed2go Certificate in Pain Assessment and Management

Online | Instructor-Led & Self-Paced | \$75

Pain assessment and management is a crucial part of patient care. This course provides relevant and practical expertise in various methods of pain assessment, management, and treatment in adults, children, and the elderly.

ed2go Certificate in Stress Management

Online | Instructor-Led & Self-Paced | \$100

Understand strategies and therapies used to reduce and manage stress. This course will help you explore the physiological, social and psychological impacts of stress and provide you with methods to get stress under control.

ed2go Certificate in Women's Health Issues

Online | Instructor-Led & Self-Paced | \$100

Help make immense improvements in the health and well-being of women and their children on a global scale by focusing on women's health concerns and rights. This course will provide information on key health issues facing women nationally and globally.

ed2go Handling Medical Emergencies

Online | Instructor-Led & Self-Paced | \$115

Learn how to help family, friends, and anyone in an emergency when every second counts. This course will help you recognize the early signs and symptoms of common medical conditions and emergencies, so you can provide appropriate treatment while waiting for the EMS to arrive.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Expand Your Global Vocabulary

Live American Sign Language 'ASL' for Beginners and Beyond

Live Online | 6:30-7:30 PM | W | 1/27-3/3 | \$150

Interested in learning key elements of American Sign Language? Join me and together we will engage in interactive lessons and practice to put our communication skills to use. Learning through practice is the best way to learn! Class is great for those interested in sign language from beginners to those looking to expand their skills, signs can be catered to the needs of the group.



Jennifer Walczak is a Teacher of the Deaf in Wake County Public Schools. She loves teaching and enjoying time with students during the day. She is a twin mom that spends her spare time with her boys and husband.

Live Basic Conversational Spanish

Live Online | 6:30-8:00 PM | W | 2/3-3/10 | \$150

Did you know that Spanish is the official language of 21 countries? That's 21 different countries to start planning a getaway to! Immerse yourself in the culture and language of Spanish and plan that trip you've been dreaming of! Come join the adventure in a comfortable environment where you can learn basic Spanish while having fun and not being afraid to make mistakes along the way! Ole! Cash, Paypal, or Venmo accepted.



Kelly Eichenlaub is currently in her 7th year of teaching Spanish at Rolesville Middle School. She knows what it takes to keep learners engaged and motivated when learning and speaking another language. She studied abroad in Ecuador and Spain, and loves to provide similar

travel experiences for her students and other adults. She is super excited to bring Spanish to life through a culturally immersive classroom focusing on a specific theme each week.

ed2go Beginning Conversational French

Online | Instructor-Led & Self-Paced | \$115

Prepare for your next trip to France by mastering the basics of conversational French. This course will provide you with proper pronunciation of French words that you'll use in your travels as well as cultural tips including appropriate gestures and body language.

ed2go Conversational Japanese

Online | Instructor-Led & Self-Paced | \$115

Prepare for your next trip to Japan by learning the basics of conversational Japanese. This course will provide you with useful words and phrases for conversing as you master the essentials of the Japanese language.

ed2go Instant Italian

Online | Instructor-Led & Self-Paced | \$115

Learn to express yourself comfortably in Italian. You'll be surprised how quickly and easily you are able to learn Italian in this course, which provides knowledge of practical, everyday words and phrases you are likely to hear if you vacation in Italy.

ed2go Spanish in the Classroom

Online | Instructor-Led & Self-Paced | \$115

Bridge the communication gap between you, your Spanish-speaking students and parents with essential Spanish for teachers. This course starts with Spanish basics and provides survival phrases for parent-teacher conferences so that you can discuss progress, deal with academic and behavior problems, and provide grades and homework.

ed2go Speed Spanish

Online | Instructor-Led & Self-Paced | \$115

Imagine yourself speaking, reading and writing Spanish. Now you can with Speed Spanish. This course is designed for anyone who wants to learn Spanish pronto. You will learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you will be able to go into any Spanish speaking situation and converse in Spanish. ¡Qué Bueno!



Focus on Your Personal Growth

Live Activate Your Vision: Creating an Online Vision Board for your Business Goals

Live Online | 6:00-9:00 PM | T | 1/12 | \$50

Are you a business owner looking for a fun, creative, and powerful way to visualize your business goals? Do you set goals at the beginning of every year and then freak out when you realize the year is almost gone and you have only accomplished a few of them. Imagine how good you will feel when you get to the end of the year having accomplished all your business goals. Register now!



Nefateria Robinson, President of Go Get It, Inc., has been creating her own vision boards and facilitating vision board workshops for several years for groups and organizations who are looking for a fun and powerful, interactive activity, that will help their participants visualize their goals.

Live How to Travel Free & Safely During These Unparalleled Times

Live Online | 6:00-9:00 PM | M | 3/22 | \$48

We're ready to get back to our travels! When it is safe to go on a trip, where can we go, how do we stay safe, and how do we make our travel free? Learn how to benefit from the deep travel discounts being offered right now to motivate you to book future travel in 2021 and 2022. If you are near retirement, changing careers, a student, or someone who likes the idea of making additional income to support your travel dream, this class is for you. Tuition includes Gina's 100-page digital book *How to Travel Free & Safely* (a value of \$39.95).



Gina Henry, holds an MA in International Management, from Thunderbird, is a travel expert, writer, professional speaker, and owner of Go Global, Inc., a company she founded to help people find affordable ways to support their travel habits. She has lived the travel life for 30 years, taking

10 free vacations a year earning free airline tickets, hotels, tours, meals, and more.

Live Skin Care and Makeup Application

Live Online | 7:00-8:00 PM | TTh | 1/19-1/21 | \$40

Are you confused when it comes time to select skincare products? Do you ever wonder what color cosmetics would look best with your skin tone or eye color? Come explore with me as we learn what the five components of a healthy skincare program are, how to tell what your skin type is now (yes, it can change over time), and how to select the right shades and colors to complement your natural features.



Anna Florence-Crawford has been interested in skin care since she was a teen. Her Mom taught her the value of taking care of her skin and that stuck with her. For the past 22 years, Anna has enjoyed educating men, women, and teens about taking care of their skin. She enjoys outdoor activities like birdwatching, gardening, and spending time with family.

Live Stand Up Comedy Classes

Live Online | 6:30-8:30 PM | W | 2/17-3/24 | \$140

Learn stand-up comedy basics in seven fun-filled classes. You will improve your public speaking skills, boost your confidence, and improve your memory. If you are, 'funny ha-ha,' not 'funny crazy,' you have what it takes. Get serious about comedy and explore joke writing, voice skills, and basic standup techniques to get "match ready" for open mic shows. Students will 'Graduate' when they perform for a real audience in April. Students should bring a notebook and a good sense of humor.



Mick McKenna—more than a comic—is a stand up, motivational speaker, and emcee. He has been doing Stand up for 10 years and first started writing comedy in 1991 as a writer for the BBC Scotland TV and Radio Comedy Unit. He also wrote a funny weekly column in a national newspaper. In 2000, after relocating to the United States, he became a commentator for NPR Station, delivering his comedic presentations on the airwaves of WUNC.



View Life Through a Different Lens

ed2go Discover Digital Photography

Online | Instructor-Led & Self-Paced | \$115

Gain the skills you need to take great photos with your digital camera and never miss a memorable moment again. This course is an informative introduction to digital photography, from DSLRs to smart phone cameras.

ed2go Introduction to Lightroom Classic CC

Online | Instructor-Led | \$115

Save time as you enhance and manage your digital photos. This course will show you how to effectively edit and organize photos using Lightroom Classic CC with hands-on, easy-to-follow exercises that will help you perfect your digital photo collections.

ed2go Introduction to Photoshop CC

Online | Instructor-Led & Self-Paced | \$115

Whether you're a photographer, graphic artist, or just want to alter your old family photos, you need to learn Adobe Photoshop. This hands-on, project-oriented course is filled with detailed step-by-step instructions that will teach you how to edit photos and create basic images using Photoshop in the Creative Cloud.

ed2go Mastering Your Digital SLR Camera

Online | Instructor-Led & Self-Paced | \$115

Break through the technology barrier and discover how to use your DSLR to take beautiful photos. This course will help you learn about features and controls, proper lenses, metering, exposure, and more to take your photography to the next level.

ed2go Photographing Nature with Your Digital Camera

Online | Instructor-Led & Self-Paced | \$115

Discover how your nature photos can become works of art rather than just snapshots. This course will help you explore composition and lighting as you master your digital camera's controls and features to take exceptional nature photos in no time.

ed2go Photographing People with Your Digital Camera

Online | Instructor-Led & Self-Paced | \$115

Become a skilled photographer when it comes to taking beautiful pictures of adults, children, or babies. This course will help you discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos.

ed2go Secrets of Better Photography

Online | Instructor-Led & Self-Paced | \$115

Learn to take outstanding photos and get the best results whether you are using a DSLR, a point-and-shoot, or your phone camera. Each lesson contains exercises and assignments that will help you apply new techniques to your own camera and make a distinctive difference in your photos.

ed2go Travel Photography for the Digital Photographer

Online | Instructor-Led & Self-Paced | \$115

Learn the tips, tricks, and techniques that digital photographers use to capture inspiring scenes from around the world. This course teaches photography techniques that are both traditional and unique to digital technology so you can be prepared to create high-quality shots that will captivate viewers.

See pages 48-49 to learn how to register online or call (919)694-0559 for more information.



Upgrade Your Teacher Toolkit

ed2go Content Literacy: Grades 6-12

Online | Instructor-Led | \$115

Help your students succeed in school with well-developed literacy skills. This course will provide practical strategies for incorporating reading, writing, and the other literacy skills outlined in the Common Core State Standards into your content area for differentiated adolescent education.

ed2go Creating Classroom Centers

Online | Instructor-Led & Self-Paced | \$115

Discover how easy and effective classroom centers can really be. This course introduces a simple system for creating a center schedule and shepherding students through the process. You will see what makes a truly successful center, what pitfalls to avoid, and gain tips for keeping your planning to a minimum.

ed2go Creating a Classroom Website

Online | Instructor-Led & Self-Paced | \$115

Get a teaching tool that will help you become a more modern, effective and dynamic teacher. This easy-to-understand course will help build a published classroom website complete with content, images, animation, links, and a blog.

ed2go Creating the Inclusive Classroom: Strategies for Success

Online | Instructor-Led & Self-Paced | \$115

Understand how to reach the diverse mix of students you face every day with strategies that turn diversity into opportunity. This course provides creative, low-budget strategies for making your inclusive classroom a nurturing, supportive learning environment that helps every student.

ed2go Differentiated Instruction in the Classroom

Online | Instructor-Led | \$115

Discover 10 practical Differentiated Instruction strategies, including interest centers, and flexible grouping that will meet the needs of the diverse learners in your class. This course packs real-world examples into every lesson that will help you immediately put these strategies to use in your own classroom.

ed2go Differentiating K-12 Assessments

Online | Instructor-Led & Self-Paced | \$115

Learn effective strategies for differentiating assessments and empowering every student in your class to feel success. This course explores strategies and real-life examples of how differentiated assessment provides direction for improvement, promotes confidence, and motivates your learners to do their best.

ed2go Guided Reading: Strategies for the Differentiated Classroom

Online | Instructor-Led & Self-Paced | \$115

Lead your students through new creative ways of approaching increasingly challenging texts. This course will help you discover how to build a balanced literary framework that gets results with even the most challenged learners.

ed2go Guided Reading and Writing: Strategies for Maximum Student Achievement

Online | Instructor-Led & Self-Paced | \$115

Gain a classroom full of students who can negotiate increasingly challenging texts with unprecedented fluency. This class provides differentiated instruction tactics to better understand how your students learn and how to apply those tactics within the guided reading framework.

ed2go Integrating Technology in the Classroom

Online | Instructor-Led & Self-Paced | \$115

Discover simple ways to integrate technology in your classroom to enhance the material and meet Common Core standards and other course goals. This course provides ways to integrate technology across the curriculum with tools that will engage auditory, visual, and kinesthetic learners.

ed2go Ready, Set, Read!

Online | Instructor-Led & Self-Paced | \$115

Learn how a child becomes literate from the moment of birth. This course allows you to explore the development of reading and writing from infancy to early school years as you discover what problems to look for and how to assist struggling young readers.



Explore Children's Literature with Dan

Live 50 Awesome Picture Books Your Children Will Love

Live Online | 6:30-8:30 PM | T | 3/23 | \$48

Searching for picture books for your children can be overwhelming! Lose the stress and find the joy in these great picture books. The instructor has been reading and teaching about children's books for 40 years. Spend two enjoyable hours and leave with a valuable list of ideas. This workshop is best for parents (or grandparents) of children age 0 - 8 and teachers in pre-K to 3.

Live 50 Great Books for Kids Grades 4-8

Live Online | 6:30-8:30 PM | T | 2/9 | \$48

Most parents don't have the time or energy to research the best books for their upper elementary and middle school children. Why not spend two hours getting recommendations from an instructor who has spent 40 years teaching children's literature? Participants will not only receive a list of over 50 amazing books, but will also get a brief overview of each of the books.

Live Children's Literature in Turbulent Times

Live Online | 6:30-8:30 PM | T | 1/5-2/2 | \$75

Children are capable of not only surviving difficult times, but also thriving in the midst of them. This class will explore how children find inner strength in turbulent times. We will use Gary D. Schmidt's Newbery Honor winning *Wednesday Wars* as the main text. This story is set in 1968, amid the Vietnam War and protests around the country. Appropriate picture books will also be used. This class will be appropriate for all elementary and middle school teachers as well as school librarians. Participants will benefit from expanding their knowledge of children's literature and learning how to help students develop a love of reading.

Live Empathy and Forgiveness in Children's Literature

Live Online | 6:30-8:30 PM | T | 2/16-3/16 | \$75

Children's books have a way of teaching important life lessons. Beloved characters in children's books can become role models, leading young readers to become more empathetic and forgiving. Using Kate DiCamillo's Newbery-Medal winning *The Tale of Despereaux*, students in this class will explore the importance of empathy and forgiveness in our world. We will include numerous outstanding picture books, as well.

Live Music in Children's Literature

Live Online | 6:30-8:30 PM | T | 3/30-4/27 | \$75

Music has the power to calm us, to excite us, to move and inspire us. Children's books can do the same. This class will explore many of the outstanding children's books that show the beauty and power of music. We will incorporate many picture books that can be used in classrooms. We will focus on Pam Munoz Ryan's award-winning novel, *Echo*, which has been described as one part fairy tale, three parts historical fiction, all held together by a mysterious harmonica. It is a truly amazing book! Participants will benefit from an increased knowledge of children's literature, a greater understanding of comprehension strategies, and an enjoyable journey into the magic of music. This class will benefit K-8 classroom teachers, librarians, and music teachers.



Dan McKey has been sharing his love of children's literature with students, parents, and fellow educators for over 20 years. He loves children, and he is passionate about children's books. He enjoys helping teachers build more literate classrooms,

empowering parents to raise young readers, and getting the right book into the hands of the right child at the right time. He looks forward to sharing his enthusiasm for children's books with you.

ed2go Response to Intervention: Reading Strategies That Work

Online | Instructor-Led & Self-Paced | \$115

Discover reading strategies that work without the need for special pull-outs or extra attention. This course will introduce you to some creative tools that will help your struggling readers make steady progress throughout the school year.

ed2go Singapore Math Strategies: Model Drawing for Grades 1-6

Online | Instructor-Led & Self-Paced | \$115

Model drawing gives students a concrete, reliable set of seven steps they can use to solve 80% of all word problems they encounter. This course will help you learn to teach model drawing as a way to give word problems effective visual context so students can solve them.

ed2go Singapore Math Strategies: Advanced Model Drawing for Grades 6-9

Online | Instructor-Led & Self-Paced | \$115

Turn math students into math lovers with model drawing in your classroom. This course will teach you how to use model drawings with different types of word problems and train parents in the basics of model drawing to help children continue building problem-solving skills.

ed2go Solving Classroom Discipline Problems

Online | Instructor-Led & Self-Paced | \$115

Enjoy a more peaceful, orderly classroom that is free of common discipline problems. This course provides a step-by-step approach to effective, positive classroom discipline, and it's continually rated by teachers as one of the most valuable they've ever taken.

ed2go Survival Kit for New Teachers

Online | Instructor-Led & Self-Paced | \$115

Learn the keys to success from an experienced educator so you can thrive as a classroom teacher. This course is designed to help teachers build motivational classrooms, reach diverse learners, write engaging lesson plans, communicate clearly, and keep stress at bay.

ed2go The Creative Classroom

Online | Instructor-Led & Self-Paced | \$115

Learn how to use creativity as a powerful engagement tool in the classroom, regardless of what subject you teach. This course provides new approaches to field trips, learning labs, exercises, and evaluation methods that will challenge and motivate your students to become creative thinkers.

Teacher CEU Procedures



The online classes provided in collaboration with ed2go, offer a wide range of teacher professional development classes. Most offer 2.4 CEUs for the 24 hours of class work required. Follow the appropriate procedure below to obtain credit for earned CEUs.

WCPSS TEACHERS

1. Register and take one of our online classes.
2. Download the Certificate of Completion upon finalizing the class.
3. Follow WakeLearns instructions for submitting a Request for External Credit.
4. Check to ensure that your information has been updated in Wake Learns.

NC TEACHERS NOT EMPLOYED BY WCPSS

1. Register and take one of our online classes.
2. Download the certificate of completion from the online classes website.
3. Follow your county's requirement for credit submission.

OUT-OF-STATE TEACHERS

1. Contact your state public instruction resource to determine procedures and restrictions.
2. If approved, go to wcpss.net/TeacherCEUs, register, and complete the chosen class.
3. Download the certificate of completion from the online classes website.
4. Follow your state's procedures for credit.

View More of Our Teacher CEU Classes at:
wcpss.net/TeacherCEUs



Stay Ahead of the Curve with Teen Classes

ed2go Introduction to Algebra

Online | Instructor-Led & Self-Paced | \$115

Develop a rich understanding of math while you study algebra in a relaxed and supportive environment. This course emphasizes practical math applications of your new algebra skills to help you learn math reasoning in a real-world context and discover solutions to almost any math problem.

ed2go Introduction to Biology

Online | Instructor-Led | \$115

Gain a solid foundation for a career in healthcare or medicine with an understanding of biology. This course will help you learn how cells and DNA determine the structure and function of the human body which is essential to understanding the fundamental causes of human disease.

ed2go Introduction to Chemistry

Online | Instructor-Led & Self-Paced | \$115

Gain a solid foundation in the basics of chemistry and master its core principles. This course will teach you about chemical reactions in the body and prepare you for a health-related career or for success in a college chemistry course.

Live SAT/ACT Preparation Classes

Live Online | 6:00-9:30 PM | Th | 2/4-3/11 | \$395

Live Online | 6:00-9:30 PM | W | 3/17-5/5 | \$395

Join Educational Services Center's test preparation program today! Focus on divided math and verbal sessions during each three-hour class. The math section reviews basic mathematical concepts and basic and advanced algebra and geometry. The verbal review includes evidence-based reading, writing (grammar, punctuation, structure, and style), and essay writing. Learn to refine your test-taking skills like how to work strategically, effectively eliminating wrong answer choices, and fully understanding the patterns of both the SAT and ACT exams. Break (30 min.) provided between subjects. Get a 43% discount for students who qualify for school free and reduced meal plans. Ages 14+.

Live Life Skills for Teens

Live Online | 7:00-9:00 PM | T | 1/26-2/2 | \$75

There's no manual that shares how to live your life. Whether you're about to graduate high school or just feel you need some help, this life skills course is designed to increase the knowledge and skills necessary for everyday living. Emphasis is on goal-setting, decision making, organization, and planning strategies. By learning and growing in these skills you can gain clarity and feel focused and accomplished.



Tara Batemon is an educator. Passion. Excitement. Vision. Goals. These are all attributes that she possesses as a teacher and an individual and she makes every effort to transfer these elements of success to her students. Tara is a 2016 Microsoft Office Specialist and enjoys sharing the many aspects of the Microsoft Office Programs. She currently teaches Freshman Orientation, Business, and Computer Applications courses at local universities.

Live Teen Money Matters!

Live Online | 7:00-9:00 PM | Th | 1/28-2/4 | \$75

Have you ever wondered... How can I save money? How do I keep track of the money I spend? How does money best work for me? This 2-part workshop will inform high schoolers how individual financial choices impact the transition to adulthood. We will cover topics including account balancing, spending money, and how money works. By the end of this workshop, you will come away with solid financial skills and knowledge to help you make good choices to live your best financial life.



Prepare for a Career in the Creative Arts

Career Adobe Certified Associate

Online | \$2,495 - Financial Aid Available

There is a strong demand for Adobe Creative Suite skills. In the Adobe Certified Associate course, you will learn five of the most often-used Adobe programs: Dreamweaver, Illustrator, Photoshop, InDesign, and Animate (formerly Flash). You will read short readings, complete exercises and watch video demos and reviews of exercises, take quizzes and exams, and complete a project.

By focusing on these five programs, you will learn how to put all the parts and pieces together to develop the Adobe Creative Suite skills needed to be professionals in the design field. This course includes 3 vouchers to allow you to select the certifying exams you prefer. If you would like to take all 5 exams, please see the Adobe Certified Associate (5 Vouchers Included) course. Proctor fees may apply, which are not included.

Career Digital Game Artist Certificate

Online | \$2,595 - Financial Aid Available

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. That said, 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.

Career Multimedia Arts Certificate

Online | \$3,295 - Financial Aid Available

Looking to launch your career in multimedia art and design? The Multimedia Design Online Training course equips you with the fundamental technical and conceptual skills for this challenging interdisciplinary environment. You'll gain proficiency in the core tools for interactive development: Adobe Photoshop, Premiere Pro, and After Effects, and you'll learn to shoot and edit digital video. You'll also discover how to create images, pages, and motion graphics for web-based multimedia.

Hands-on projects focus on essential skills and provide you with experience in working in a broad range of media. Class assignments include digital image retouching and compositing, web pages and interfaces, scripted and documentary video-making, color and typography studies, video and audio editing, and motion graphics.

Career Web Design Professional

Online | \$2,995 - Financial Aid Available

With more than 3 billion people using the Internet, the future of retail, learning, and most other industries, is online. This means web designers are needed to create and maintain those websites. If you're looking to use your creative skills in today's digital landscape, the Web Design Professional course is for you.

This course will teach you foundational web design skills. You will first learn best practices for the technologies that drive web functionality: HTML, CSS, and JavaScript. You will then learn Creating, Styling, and Validating Forms, and take a deep dive into Bootstrapping to further your knowledge of web development. Finally, you will learn how to use the tools of the trade: Adobe Photoshop, Dreamweaver, and Animate.

The need for web designers isn't slowing down. Every great site needs more than functionality—it needs a fresh, unique look to convey an organization's products, services, and message. With the skills you gain from this intensive course, you can start a fast-paced career in web design.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.



Be a Viable Business Professional

Career Business Coach

Online | \$1,295 - Financial Aid Available

Over 27 million Americans will be self-employed by 2020. Many of these entrepreneurs will rely on a business coach to help them thrive. Great business coaches leverage their own experience to help others realize their potential, grow, and increase revenue. If you have previous success as an entrepreneur, coaching new business owners can be a rewarding and profitable career.

This course will teach you how to become a successful business coach. You will learn the fundamentals of coaching, including how to create winning strategies and how to address professional challenges. You will be able to serve entrepreneurs, business owners, and other professionals using time-tested coaching methods.

Career Certified Financial Health Counselor

Online | \$1,995 - Financial Aid Available

Staying financially healthy is important regardless of the economic climate. To provide financial health counseling, one must have a strong knowledge of core financial and credit concepts. This course will prepare you for a career in financial counseling as an independent counselor or a consultant to other businesses supporting individuals.

You will learn skills that can be applied to counseling disciplines such as housing counselor, student loan counselor, or financial coach. Upon successful completion of this course, you will earn a Certified Financial Health Counselor designation from the National Association of Certified Credit Counselors. Earning this designation establishes that you have achieved a standard of excellence in training for the credit counseling, coaching, or personal finance industry.

Career Certified Six Sigma Black Belt

Online | \$1,995 - Financial Aid Available

Are you interested in obtaining a highly-valued and much-sought-after professional certification? If so, the Certified Six Sigma Black Belt course is for you! The Six Sigma methodology is a data-driven approach to removing defects and improving processes at any organization. As a Six Sigma Black Belt, you will be responsible for initiating projects and directing the efforts of company teams. In addition to mastering key Six Sigma concepts and methods, you'll obtain valuable information that will prepare you for the Six Sigma Black Belt certification offered by the American Society for Quality (ASQ).

Learn how to effectively apply the elements and methods of Six Sigma. Understand how a vast body of knowledge relates to the DMAIC (define, measure, analyze, improve, and control) model. Determine the relationship of basic statistics to Six Sigma and learn about the Six Sigma business case including strategic planning, the voice of the customer (VOC), quality function deployment (QFD), benchmarking, and financial investment methods.

Discover how to use brainstorming, Pareto charts, and critical to quality (CTQ) to help define processes, problems, and opportunities. Master the use of other key tools such as cause and effect diagrams, checksheets, scatter diagrams, failure mode and effects analysis (FMEA), and force field analysis. Learn the basics of advanced Six Sigma tools such as design of experiments (DOE), analysis of variance (ANOVA), hypothesis testing, control charts, and probability distributions.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.

Career **Chartered Tax Professional**

Online | \$1,895 - Financial Aid Available

A Chartered Tax Professional (CTP) is someone who has completed a specific series of tax courses in individual and small business income tax preparation. This nationally recognized innovative online certificate course enables you to start working and earning money while completing coursework toward the CTP professional credential.

After successfully completing this course, you will be qualified to prepare individual tax returns for almost all U.S. taxpayers and will also have the tax knowledge to successfully pass the Special Enrollment Examination (SEE). The Special Enrollment Examination is a test that individuals can take to become an Enrolled Agent in the United States. The Enrolled Agent credential is issued and regulated by the Internal Revenue Service (IRS).

Career **Entrepreneurship: Start-Up and Business Owner Management**

Online | \$2,495 - Financial Aid Available

Delve into the world of entrepreneurship, from generating an idea to writing a business plan. In this course, you will refine your startup idea as you prepare for the Entrepreneurship and Small Business Certification. You will learn all business areas of an entrepreneurship venture, such as legal structure and requirements, funding sources, intellectual property law, operations, marketing, advertising, and finances. By course completion, you will create a comprehensive business plan to get your startup idea off the ground and into the market.

Career **Human Resources Professional**

Online | \$1,795 - Financial Aid Available

The Human Resources Professional course prepares you for a career in human resources. 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).

By the time you finish the course, you will be equipped to start your career in this growing field. Additionally, you will be prepared to take the HRCI's Professional in Human Resources (PHR) certification exam. The PHR certification recognizes that an individual holds the knowledge and experience needed to excel in human resource management.

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.

Career **Purchasing and Supply Chain Management**

Online | \$2,295 - Financial Aid Available

The Purchasing and Supply Chain Management course will show you the integrated approach to planning, acquisition, flow, and distribution, from raw materials to finished products. Topics such as developing a corporate culture, working successfully with teams, developing and implementing successful people management strategies, and workflow and performance management will be explored in this course. You'll also learn what makes a successful entrepreneur, and you'll develop an understanding of the basics of marketing management and the strategies involved in developing a marketing plan. The art of negotiation is covered in great detail, giving you a foundation for negotiating with great awareness and effectiveness.

Career **Student Loan Counselor**

Online | \$1,895 - Financial Aid Available

About 43 million Americans owe \$1.5 trillion in federal student loan debt. This number is staggering, and many debtors seek out financial counselors to help them navigate their repayment options. To work in this area of counseling, becoming a certified student loan counselor proves that you can accurately assist clients. This course will prepare you for the Certified Student Loan Counselor exam, offered by the National Association of Certified Credit Counselors (NACCC).

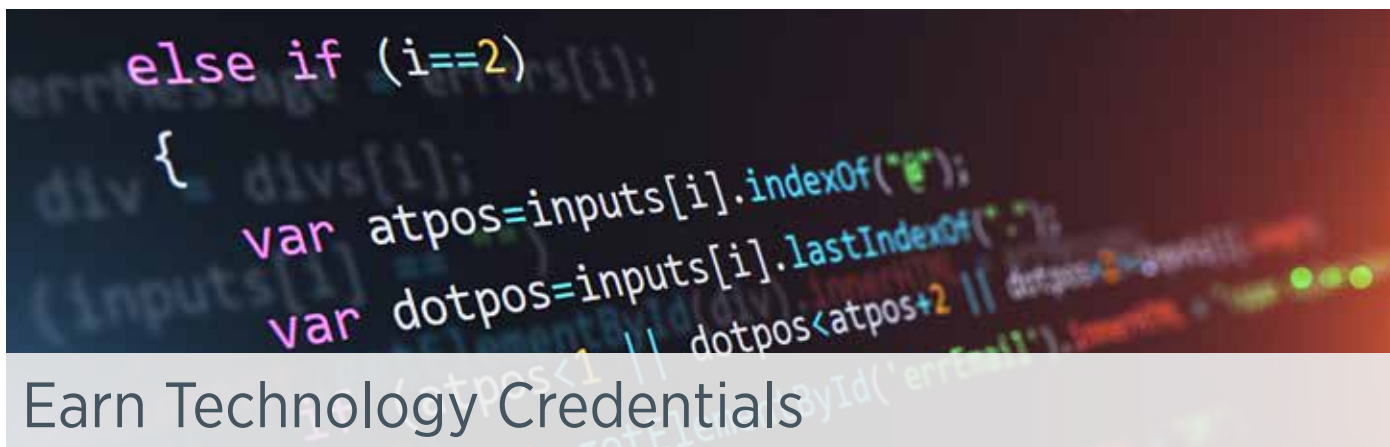
Career **The Complete Project Manager with Microsoft Project 2019**

Online | \$2,795 - Financial Aid Available

For project managers, keeping up with the latest project management software and certifications is key to consistently delivering results. This course will prepare you for two industry-recognized PMI certifications: Certified Associate in Project Management® and Project Management Professional®.

You will be able to apply essential project management techniques, such as budgeting, forecasting, and resource allocation, to increasingly complex projects. You will also learn how to automate scheduling with the most widely used project management software, Microsoft Project 2019.

This course meets the educational requirements for both the PMP® and CAPM® certifications.



Career AutoCAD 2021 Certified User

Online | \$2,595 - Financial Aid Available

This 100% online AutoCAD 2021 training course will teach you how to create and edit a simple drawing, with a focus on the 2D tools within AutoCAD. Once you master the basic 2D skills, you will move on to explore more advanced efficiency tools, complex objects, using external reference and image files, collaboration tools, publishing, and enhancing productivity with simple customization. The course content is heavily focused on hands-on exercises which require that the software be installed. On course completion, you will meet the requirements needed to take the Autodesk AutoCAD Certified User exam.

This course offers enrollment with a voucher. The voucher is pre-paid access to sit for the certifying exam upon eligibility.

Career Autodesk Inventor 2021

Online | \$2,595 - Financial Aid Available

Prepare for the Autodesk Inventor Certified User exam and learn how to navigate the Autodesk Inventor interface. You will master key skills, including creating new part files, adding sketches to the parts and using these sketches to create 3D solid geometry. Along with the sketched based features, you will also learn how to incorporate many additional features to both add and remove geometry. These include features such as chamfers, fillets, holes, drafts, shells, and ribs. The course content is heavily focused on hands-on exercises which require that the software be installed.

This course offers enrollment with a voucher. The voucher is pre-paid access to sit for the certifying exam upon eligibility.

Career C++ Programmer

Online | \$995 - Financial Aid Available

Many of today's popular desktop, web, and mobile apps were developed with the C++ programming language. With software development roles expected to grow at 22 percent from 2012-2022, learning C++ is an important first step to a career in computer science.

This course is designed to introduce you to the concepts, terminology, application, and coding of the C++ programming language. This course consists of 18 lessons that use text, full programming scenarios, instructional videos, and hundreds of live coding labs that give you real-time feedback on your work. You will learn fundamental programming concepts, including decision making and looping, with the support of practical, step-by-step examples.

After working through these lessons, you will understand the basics of structured and object-oriented programming techniques. Most importantly, you will be able to build C++ programs to strengthen your developer portfolio.

Career Crystal Reports

Online | \$995 - Financial Aid Available

If you work with large amounts of data and need to create engaging reports with that data, then you need to learn Crystal Reports. As data analysis becomes increasingly important in business, knowing how to use Crystal Reports, SAP's widely-used business intelligence application, is critical. This course will teach you to use Crystal Reports and create custom SQL statements to analyze data and create reports that convey clear messages.

You will learn to format reports, to filter and group data, to use formulas, to create summary reports and charts and to export reports. You will then learn how to use sections to improve formatting, how to create sub reports, how to work with custom groups, and how to create report alerts. Finally, you will learn more advanced features of Crystal Reports and will receive a thorough introduction to SQL, including how to work with databases, how to perform simple and advanced SELECTs, and more.

By the end of the course, you will know how to connect to a data source and how to select subsets of the data to import into Crystal Reports to analyze. You will be able to create useful reports, manipulate their look and feel, and export them in a variety of shareable formats.

Career Front-End Web Developer

Online | \$1,995 - Financial Aid Available

Everything a user sees and interacts with on a website was built by a front-end developer. Considering how many websites exist, front-end web developers are in high demand. This course will prepare you for an entry-level career in this growing job market. You will learn how to use HTML, CSS, and JavaScript to create functional, responsive web applications.

In addition to learning these three languages, you will also put theory into practice to build the front-end of a website. The portfolio you develop in this course will be a vital asset when you enter the web development field.

Career Java Programmer + Python Developer

Online | \$1,795 - Financial Aid Available

Whether you're new to programming or just want to learn new languages, this in-depth course will teach you the ins and outs of Python and Java programming. You will start coding quickly while learning from readings, presentations, exercises, and a final project. By course completion, you will have the skills you need to enter the job market as an entry-level Java or Python programmer.

Career JavaScript Developer

Online | \$1,995 - Financial Aid Available

Whether you're new to JavaScript development or want to enhance your developer skillset, this course will train you to use JavaScript, jQuery, and Vue.js. You will start the course by mastering JavaScript. You will then be introduced to React and learn the latest React techniques to build an application. Next, you will learn Vue.js, beginning with a simple "Hello, Vue!" app that takes you through the process of creating a small, but featureful math app. Finally, you will learn jQuery to maintain and modernize existing websites that use jQuery. When your coursework is complete, you will put your skills to use to build your own dynamic web application.

Career Microsoft Office Specialist 2019 (MOS) Certification Training

Online | \$2,495 - Financial Aid Available

Microsoft Office is the most widely used business productivity suite. Knowing how to use its products, including Word, Excel, and PowerPoint, is valuable in any professional setting. Earning your Microsoft Office Specialist (MOS) certification demonstrates your knowledge of the Office and proves that you're ready to make an immediate impact at your organization.

This course prepares you for the Microsoft Office Specialist 2019 certification exams for Word, Excel, PowerPoint, Access, and Outlook. You will build your expertise in these programs through hands-on exercises, in-depth course material, and supplemental video demonstrations. As you prepare for each exam, you will test your skills at regular intervals with quizzes and exams.

This course offers enrollment with or without vouchers. The vouchers are prepaid access to sit for the certifying exams upon eligibility. Proctor fees may apply, which are not included.

Career Oracle SQL and PL/SQL Developer

Online | \$995 - Financial Aid Available

This online course will teach you how to use SQL to build applications or generate business reports and will help you master SQL using an Oracle database. You will also learn how to use the PL/SQL extension language to write sophisticated queries against an Oracle database.

This course will prepare you to enter the job market as an entry-level Oracle SQL Developer or take on more responsibility within your current career. Designed for those new to writing SQL queries, this course is perfect for those who love to learn and like working with data.

Career Python Developer

Online | \$995 - Financial Aid Available

Whether you're new to programming or just want to learn a new language, this in-depth course will teach you the ins and outs of Python programming. You will learn all about Python programming in this comprehensive course that covers introductory through advanced methods of Python and get coding quickly.

You'll start by learning the basics of programming in Python, including how it works and what it's good for. You will also gain an understanding of Python's place in the wider programming world. Then, you'll move on to more advanced methods where 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 your Python code. Finally, you'll get a rapid introduction to NumPy, pandas, and matplotlib, which are Python libraries.

Career UNIX Administration Basics

Online | \$695 - Financial Aid Available

Today, UNIX is used on an assortment of machines found in the business world like servers, mainframes and even supercomputers. This 100% online course will train you in the fundamental theories and uses of Unix. In addition, you will be prepared to earn a UNIX-based certification after gaining work experience. By course completion, you will be ready to work in entry-level Unix positions such as system engineer, system analyst, IT specialist or programmer analyst.



Enter Lucrative Technology Careers

Career Certified Information Systems Security Professional (CISSP)

Online | \$1,995 - Financial Aid Available

In today's online world, information security has become a critical part of virtually every organization—no matter the industry. The demand for information security professionals is expected to surge, as the forces of “good” and “bad” continue to battle for control and use of online information. You can join the side for “good” when you earn your Certified Information Systems Security Professional (CISSP) certification. Earning your CISSP is a must for cyber security professionals who want to get ahead in this important field.

This Certified Information Systems Security Professional course is an engaging, fully online course that provides in-depth instruction in key areas related to information/cyber security.

Career CompTIA Certification Training: ITF+ and A+ (Vouchers Included)

Online | \$2,395 - Financial Aid Available

To keep up with technology, organizations need IT professionals to maintain their networking systems. As the demand for skilled IT workers continues to grow, earning CompTIA ITF+ and A+ certification is an important step in your information technology career.

This course will prepare you for the CompTIA ITF+ and CompTIA A+ certification exams in a flexible online format. You will gain a deeper understanding of software, hardware, and networking issues and how to troubleshoot them.

Career Help Desk Analyst: Tier 1 Support Specialist

Online | \$1,495 - Financial Aid Available

The computer support industry is one of the fastest-growing fields, and there is every indication that this growth will continue. This course uniquely prepares you to work as a support specialist by focusing on the business needs of the customer, establishing credibility and trust, and handling the most difficult customer scenarios.

You'll learn about problem solving and troubleshooting, team dynamics, and interpersonal communication skills. You'll also get a broad overview of the back-office operations of a support center, and the common industry tools and technologies used in providing exceptional customer support.

This course also prepares for the Support Performance Tier-1 Support Specialist (SPC-T1SS) Certification exam at no additional cost, which is an organizational certification through SCInc., not an industry certification.

Career VMware Certified Associate

Online | \$2,195 - Financial Aid Available

This course features intensive hands-on training that focuses on installing, configuring, and managing VMware vSphere® 6.5. This course will give you a solid understanding of how to administer a vSphere infrastructure for an organization of any size. Learn faster and retain more so you are fully prepared to install and support VMware and become prepared to take the VMware Certified Associate - Digital Business Transformation (VCA-DBT) - 1V0-701 exam for the VMware Certified Associate (VCA) credential.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.



Join the Workforce in the Trades Profession

Career Foundations of Plumbing

Online | \$2,195 - Financial Aid Available

There is a shortage of skilled plumbers. With an aging infrastructure and dwindling trade workforce, the demand for plumbers has never been greater. In fact, the Bureau of Labor Statistics predicts that plumbing jobs will increase at a faster than normal rate over the next 10 years. With the right training, you could enter and build a scalable career in this high-demand field.

If you want to work as a plumber, the Foundations of Plumbing course will teach you the fundamental, job-ready skills relevant to the plumbing and piping industry. In this Self-Paced course, you'll learn how to work on modern plumbing systems from in-depth course material developed by industry experts and employers. By course completion, you will possess the specialized skills and technical knowledge needed to start a career in plumbing.

Career Home Inspection Certificate

Online | \$2,295 - Financial Aid Available

The Home Inspection Certificate Course covers the principal components, procedures, and processes of home inspection. This course has also been approved by the American Society of Home Inspectors (ASHI) and various home inspector organizations and regulatory boards for membership renewal credits or continuing education credits. It is also one component of the steps required to obtain a NIBI Certified Inspector credential.

Through 11 in-depth modules, you will gain insight on the methodologies required to perform a home inspection. You will learn how to inspect and report on heating and cooling systems, plumbing and electrical systems, roof and siding, the foundation, and other major components of a home.

Career Maintenance Technician

Online | \$1,695 - Financial Aid Available

Do you have a knack for tinkering and fixing things with your hands? Are you looking for a career where you can do what you love every day? This online course includes an intensive overview of the skills required for manufacturing maintenance, including the principles of power transfer and rigging safety as well as PLCs and robotics, and will provide you with the knowledge and skills you need to begin a successful career.

A Maintenance Technician is required to have a thorough understanding of how machines and systems function to keep them running without breakdowns and maintain service for their expected lifespan and beyond. You will learn about workholding, math, inspection, safety, machining, quality, grinding, electrical systems, automation, mechanical systems, motor controls, rigging, and fluid systems as you prepare for your new career as a Maintenance Technician.

Career Residential Electrician

Online | \$2,495 - Financial Aid Available

With booming infrastructure, new energy conservation projects, and an aging workforce, the demand for skilled electricians is on the rise. In fact, the Bureau of Labor Statistics projects that jobs for electrician will increase 14 percent through the year 2024.

The Electrician Training course is designed to teach you general and electrical safety procedures, use of common hardware and materials used in an electrical system, how to read and understand building plans, and more. In addition, you will be prepared for electrician licensing tests, generally required by most states and localities. While tests differ, you will need to understand electrical theory, the National Electrical Code®, local electrical codes, and the various types of wiring methods and materials.

By course completion, you should be able to pass a residential electrician licensing exam and start an entry level career as a residential electrician or electrician apprentice. Check with your state, county, or city for residential electrician licensing rules and whether this course's hours will be accepted towards licensing.



Become an Essential Part of the Medical Field

Career Certified Health Unit Coordinator

Online | \$1,495 - Financial Aid Available

The Health Unit Coordinator is the central figure in a health unit. Learning management of information, communication, medical terminology, critical thinking, and cultural diversity will prepare you to work in a variety of health care settings.

In Medical Terminology you will learn not only medical terms themselves, but also their application. You'll start by learning the origins of medical words and how to recognize prefixes and suffixes used in medical terminology. Then you'll learn about the body as a whole and how to differentiate cells, tissues, organs, systems, and cavities. Next, you'll learn to define and describe the function of each system of the human body. This knowledge will help you take the next step in your medical career or education.

Upon completion of this course you will be prepared to sit for the NAHUC Certification Exam. This course also includes a voucher which covers the fee of the exam.

Career Certified Professional Life Coach

Online | \$1,795 - Financial Aid Available

The Certified Professional Life Coach course teaches the Core Competencies of the International Coach Federations (ICF). The ICF is the leading organization dedicated to advancing the coaching profession through high standards, independent certification, and a worldwide network of trained coaching professionals. You will learn ICF-recognized protocols and use these to build your own distinctive coaching style.

This course also incorporates the International Association of Professional Recovery Coaches (IAPRC) Code of Ethics, used to enhance the lives of individuals impacted by addiction. You will learn strategies for applying the IAPRC Code of Ethics, ICF Core Competencies, and other recognized coaching concepts. Upon completion of the course's final exam, you will receive the Certified Professional Coach (CPC) certification. This credential is issued through the International Association of Professional Recovery Coaches. Finally, you will have gained the industry-recognized skills needed to become a certified life coach and establish a successful coaching business.

Career Pharmacy Technician

Online | \$2,495 - Financial Aid Available

Pharmacy technicians have become indispensable to the health care industry, and it's a great time to join this growing field. Pharmacy technician classes can get you started on this fulfilling career path. You'll gain the skills and knowledge to qualify for entry-level positions in pharmacies and be prepared for national certification.

Upon completion of this course, you will be prepared to sit for the Pharmacy Technician Certification Exam (PTCE), offered by the Pharmacy Technician Certification Board (PTCB). This course also includes a voucher which covers the fee of the exam. Pharmacy technician certification is an important issue for many industry employers and state legislatures, some of which now require national certification. You will also have the opportunity to apply for a 100+ hour externship.

Career Veterinary Assistant

Online | \$1,995 - Financial Aid Available

Do you love animals? Have you ever thought about a career as a veterinary assistant? This intensive course will provide the information you need to become a productive member of a veterinary team. The course is designed for people who want to work as veterinary assistants at veterinary hospitals and for those already employed in related positions. Upon completion of the course, you will also have the opportunity to gain access to an Externship Starter Kit.

Are you looking for veterinary assistant schools near you? The course covers all the requirements that hospitals and veterinarians' offices look for, and more! You'll learn about every aspect of veterinary assisting, including anatomy and physiology, animal restraint, laboratory sample collection, assisting in surgery and dentistry, prescription preparation, and taking radiographs.

You'll also learn how to interact professionally with clients and gain the expertise you need to educate them about key topics in pet care, such as nutrition, vaccinations, and administering medication. The course concludes with a lesson to prepare you for the job market, in which you'll see how to create an effective resume, advance your expertise, and develop strong interview skills. You will truly learn everything you need to know to be successful in your new career.



Train to Work in the Service Industry

Career Catering Professional

Online | \$1,295 - Financial Aid Available

The Catering Professional provides the foundational skills needed for a career in the catering and events industry by teaching the elements of catering services, including overseeing events and functions and collaborating with other catering services. You will gain the ability to plan for successful food preparation and apply beverage management requirements.

This course will also demonstrate best practices for marketing a catering business, considerations for preparing and executing contracts, effectively manage human resources, and applying basic accounting principles. It will also prepare you for the Certified Professional in Catering and Events (CPCE).

Career Certified Master Wedding and Event Planner

Online | \$5,495 - Financial Aid Available

From weddings to conventions, events need a master planner to ensure all aspects run smoothly. If you're serious about an event planning career, this online certification course will set you up for success. You will be mentored by industry leaders and gain the skills needed to translate a client's vision into a reality.

With successful course completion, you will qualify for an internship at a Kevin Lee Weddings event, mentored by celebrity wedding and event designer Kevin Lee. You will also have the option to attend two-day workshop and learn directly from Kevin Lee and his vendors.

Career Hotel Management

Online | \$995 - Financial Aid Available

This course will introduce you to the range of hotels in operation and their management policies. The principles learned can be transferred to multiple accommodation types such as hotels, motels, resorts, bed and breakfasts, and any other business that provides accommodation or lodging. You will gain an understanding of the complexities of hotel management and will learn to consider the multiple interrelated aspects of successful hospitality service.

Successful hotel management requires maintaining internal organization, handling internal and guest issues, adapting to constantly evolving industry needs, and implementing regular changes to stay competitive in the current market. This course will prepare you to dive into an exciting and dynamic career in hotels and hospitality.

Career Preston Bailey's Fundamentals of Floral Design

Online | \$1,695 - Financial Aid Available

Floral design is an integral part of every Preston Bailey event. The Preston Bailey Fundamentals of Floral Design course, Part 1 in the Floral Design series, is an opportunity for you to learn the fundamentals of floral design from Preston Bailey, the industry's most highly regarded floral design expert.

The course is designed for beginners who have no experience with flowers, flower arranging, or floral design. You will learn the tricks that every good professional floral designer depends on. The course will also help you gain a strong foundation in the basics, which prepares you for learning the more complex techniques of Preston's unique floral designs. Upon completion of this course, you will also have the unique opportunity to apply for internships in your local area. You can also receive notices of internship opportunities and industry conferences and events.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.



Launch Your Translation and Interpreter Career

Career Professional Interpreter

Online | \$995 - Financial Aid Available

This course will enable you to develop the skills necessary to use your knowledge of languages to help other people communicate. You'll start by gaining a clear understanding of what interpreting is; the different interpreting techniques, settings, and delivery modes; and the differences between a career in public services interpreting and other language-related fields. You will also receive a thorough grounding in the principles of ethics and professional conduct as they apply to the interpreting field. In addition, you'll learn how to control the communication flow of an interpreting encounter to ensure that all parties are recognized and heard during the meeting.

With this solid foundation, the course prepares you for the real world by providing you with practical information to help you gain employment confidently as a public services interpreter. You will also have the option to be listed for free in an employer-searchable directory to jump-start your new career. Once you complete the course, you'll be prepared to embark upon an exciting and rewarding career. As a professional interpreter, you'll often work with immigrants in vulnerable situations, becoming their only communication bridge. You can expect to assist families as they apply for food stamps and Medicaid, help residents set up utility services in a new home, and assist refugees as they complete their applications. You'll find your assignments vary from day to day—sometimes even from hour to hour—and opportunities abound!

Career Professional Translator

Online | \$2,395 - Financial Aid Available

As the world becomes more interconnected, demand for professional translators is booming. This online training course will give you the skills you need to work as an English/Spanish translator. It will also prepare you for the American Translators Association (ATA) certification exam.

Professional Translator focuses on translating written messages from English into Spanish and from Spanish into English. You will gain key translation skills, such as eliminating linguistic interference, maintaining grammatical structure, and providing cross-cultural localization.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.



Get Your Start in the Field of Law

Career Court Interpreter (Spanish/English)

Online | \$2,395 - Financial Aid Available

A State Spanish Court Interpreter certification examination is a rigorous exam that requires intensive training and access to practices. The Court Interpreter course includes the finest online interpreting laboratory in the market.

You will be able to practice numerous court cases as if they were in an actual court proceeding. The material presented in each lecture is immediately practiced in the online laboratory to make sure that you are able not only to memorize the transfer of a word or phrase, but also are able to interpret as it is required in a court of law. You will learn how to interpret in any civil deposition and any other legal proceeding in the criminal and in the civil jurisdictions.

Career Digital Court Reporter

Online | \$795 - Financial Aid Available

This digital court reporting program prepares students to enter the high demand field of court reporting. Currently, the industry is experiencing a severe shortage of court reporters with a need for an additional 10,000 nationwide. The well-established shortage presents a substantial opportunity for those seeking a rewarding career with a secure future. Digital reporters can work in the freelance market for a court reporting agency or they can work as full-time government employee at a courthouse.

This course thoroughly prepares you for AAERT's (American Association of Electronic Reporters and Transcribers) national certification, CER (Certified Electronic Reporter) exam. The AAERT certification is recognized as the leading certification for courts and businesses throughout the United States and is required by various court systems and agencies for employment.

Note: If taking the course to prepare for the exam, please research the locations you are interested in working to find out whether they use digital reporting methods. Then ask if they recognize AAERT certification.

Career Legal Secretary

Online | \$2,295 - Financial Aid Available

Lawyers rely on sharp, motivated legal secretaries to coordinate the daily functions of their practice. Similar to a specialized administrative assistant, legal secretaries help law offices run smoothly by maintaining schedules, managing clients, filing documents, drafting paperwork, and more.

In this course, you will learn the fundamental skills needed to start an entry-level position as a legal secretary. You will learn basic legal terminology, office procedure and management, basic accounting, and QuickBooks. Along the way, you will discover what it's like to work in this fascinating and fast-paced field.

Career Legal Transcriptionist

Online | \$995 - Financial Aid Available

This course prepares students to enter the in-demand field of legal transcription. As litigation continues to rise nationwide, and the technology used to capture testimony evolves, there is a tremendous need for legal transcribers. The majority of legal transcriptionists work from their home, which presents a substantial opportunity for those looking to work remotely in a career with a secure future. Legal transcriptionists generally work remotely on contract or staff for court reporting agencies or court systems.

This course thoroughly prepares you for AAERT's (American Association of Electronic Reporters and Transcribers) national certification, CET (Certified Electronic Transcriber) exam. The AAERT certification is recognized as the leading certification for courts and businesses throughout the United States and is required by various court systems and agencies for employment.

Note: If taking the course to prepare for the exam, please research the locations you are interested in working to find out whether they use digital reporting methods. Then ask if they recognize AAERT certification.



Explore Educational Careers

Career 120-Hour TEFL Certification

Online | \$695 - Financial Aid Available

With an estimated 1.5 billion English language learners around the world, the demand for TEFL certified teachers is sky high. Earn your internationally recognized TEFL certificate in this online course, so you can teach English online, abroad or wherever the need arises. Once qualified, you will be able to confidently walk into a classroom and deliver a lesson to English language learners.

Career Child Development Associate Training

Online | \$850 - Financial Aid Available

Do you love working with kids? A career in child care could be perfect for you. This online course in childcare and education will allow you to earn your national Child Development Associate (CDA) certification and achieve your career goals as a teacher or child care professional. This convenient, affordable CDA class allows you to work at your own pace in a flexible, self-directed online learning environment—and go on to a fulfilling career shaping the minds of the future.

The Child Development Associate Training course was designed especially for working adults. Upon completion of the course, you will have earned the 120 hours of professional development required by the Council of Professional Recognition for CDA certification. The course is available 24 hours a day, seven days a week.

Don't let a busy schedule keep you from the career of your dreams. If you're looking for CDA classes near you, look no further than the comfort of your own home. You can enroll anytime and fit the lessons into your life—no need to adhere to a set class schedule. Start preparing for your future now!

Career Child Development Associate Training Renewal

Online | \$499 - Financial Aid Available

This course provides the 45 hours or 4.5 Continuing Education Units (CEUs) required by the CDA Council to fulfill and renew your Child Development Associate (CDA) credential. This course is selected from the eight CDA competency areas to provide a breadth of knowledge, and they support the requirements for renewing your certification for Associates original settings, age-level endorsement, and specialization.

Visit wcpss.net/OnlineClasses-Career to register or call 1-855-520-6806.



Become a Professional Writer

Career **Technical Writing Manager**

Online | \$3,995 - Financial Aid Available

Managing a technical communication team requires a broad skill set that includes technical writing, employee evaluation, and strategic planning. This online course will help you develop these critical skills, so your team can provide high value deliverables to stakeholders in your organization.

The technical writing section will improve your understanding of research methods, drafting and revision techniques, and more. The management training section will help you gain an understanding of the seven management disciplines that are essential to leading a team. You'll also learn key negotiation strategies, employment law, and compliance and regulatory requirements. With these two skill sets, you will be prepared to build and manage a team of technical writers.

Career **Technical Writing**

Online | \$1,795 - Financial Aid Available

Communication is one of the most important elements of any business, and in many industries, employees rely heavily on written instructions and procedures. Technical writers advance and improve both internal and external communications by writing for websites, emails, proposals, technical instructions, and more. Professionals with these skills are in high demand throughout the business world, in schools and government agencies, and more. This technical writing course is the best way to get started learning everything you need to know about this exciting and diverse field.

This technical writing course is for you if you want to develop your technical writing abilities or are seeking a professional career as a technical writer. It will improve your understanding and use of written communications, making you an asset in any administrative, management, or technical writer role. Within the course, you will learn research methods, audience considerations, various writing styles, drafting and revision techniques, working in a collaborative environment, and more. This course will also introduce you to a variety of media and formats, such as Microsoft Word and Adobe PDF, and the different writing standards typically required for each.



Get Your Questions Answered

Live Online Classes FAQs

How do I access my Live Online class?

The instructors will contact students prior to the start of class to provide access instructions. If you haven't received an email from your instructor, first check your email junk folder. Then if you do not see the email, contact your instructor by visiting our website (wcpss.net/AdultEd), navigating to your enrolled class, and clicking on Contact. Your instructor's contact information is listed there. If you are still having trouble, call 919-694-0559.

What is the minimum age for Adult Evening Education students?

Unless otherwise noted, the Live Online classes are for anyone 16 or older. Classes for younger people will state so in the description. Our Online Classes have no age restrictions.

Are Teacher Continuing Education Units (CEUs) available?

Yes! Visit wcpss.net/AdultEd and select the Teacher CEU category. If you have a question regarding whether or not a class is appropriate for your certification, call DPI at 1-800-577-7994, or the Licensure Specialist with the NC Department of Public Instruction at 919-807-3310, extension 3. 100% attendance is required to receive teacher CEUs.

What if my class is canceled? How do I get my refund?

It is up to the instructor as to whether there are enough students to hold the class. If the instructor decides to cancel the class then your refund would come from that provider. Refunds are the responsibility of the instructor, not Lifelong Learning with Community Schools. To avoid classes being canceled, it is best to register early.

How do I learn more about a class I am interested in?

If you desire additional information on a course, please contact the instructor. You can obtain their contact information by visiting our website (wcpss.net/AdultEd), navigating to your enrolled class, and clicking on Contact. Your instructor's contact information is listed there. For general questions about the Lifelong Learning Program, call 919-694-0559 or send an email to lifelonglearning@wcpss.net.

Can I teach a course through Lifelong Learning?

Yes! We are always on the lookout for quality instructors. Instructors create their own courses and teach them. Additionally, the instructor decides which site to use, dates, times, and fees for the class. For more information, send an email to lifelonglearning@wcpss.net.

What if I have technical issues during the Live Online class?

It is suggested that students in 'Live Online' classes test their equipment well ahead of the class date and then again right before their class. Lifelong Learning does not provide technology support and is not responsible for any missed classes. However, if you do miss class due to a technical issue, you can discuss obtaining class materials and class make ups with the instructor.

The Online Classes do offer technical support. If you experience technical issues with your class, please visit <https://www.ed2go.com/wcpss/help.html> and submit an online request for help by filling out the section labeled, "Contact Support."

Online Classes FAQs

What is the age requirement for attendees?

Our online classes are open to all age groups appropriate for the class being taken.

Are Teacher Continuing Education Units (CEUs) available?

The teacher professional development courses provided online can be viewed by visiting wcpss.net/TeacherCEUs. They each take 24 hours to complete; thus, they provide 2.4 CEUs.

If you have a question regarding whether or not a class is appropriate for your certification, contact your county public education representative, call DPI at 1-800-577-7994, or the Licensure Specialist with the NC Department of Public Instruction at 919-807-3310, extension 3.

What if my class is canceled? How do I get my refund?

The online classes will not be canceled. If, however, you experience difficulty completing an online class, you can request to be placed in a future session within an appropriate timeframe.

How do I learn more about a class I am interested in taking?

If you desire additional information on a course, please call the Lifelong Learning Program at 919-694-0559 or send an email to lifelonglearning@wcpss.net.

Who do I contact if I run into technical or logistical difficulties in the Personal and Professional Enrichment online classes?

If you experience technical issues with your class, please visit <https://www.ed2go.com/wcpss/help.html> and submit an online request for help by filling out the section labeled, "Contact Support."

If you experience logistical problems with your class, such as needing to move your class to a different session or requesting a refund, contact the Lifelong Learning Program at 919-694-0559 or send an email to lifelonglearning@wcpss.net.

Career Certificate FAQs

Who do I contact if I run into technical or logistical difficulties in the Professional Certificate Training Program?

Any assistance you require can be resolved by calling 1-855-520-6806.



What is Community Schools?

Community Schools, a section of Community Services of Wake County Public School System in the Communications Division, is dedicated to maximizing the use of public school buildings during non-school hours. Lifelong Learning with Community Schools offers Adult Evening Education to meet that goal. However, the pandemic has left us unable to meet face-to-face, but we will bring back our seated classes at the first opportunity. In the meantime, enjoy the live online, asynchronous online, and the online career training classes.

Lifelong Learning with Community Schools houses three programs: Adult Evening Education, Online Classes and Career Certifications through our partner ed2go, and Triangle Camps, Track-Out, and More. Adult Evening Education provides local residents with courses and activities that are educational, recreational, cultural, civic-oriented, or social in nature. A catalog containing Adult Evening Education courses is published three times a year.

Community Schools Staff

Linda Willcox

Director
Community Services

Brian Thacker

Senior Administrator
Lifelong Learning with Community Schools

Jan Ruede

Coordinator
Lifelong Learning with Community Schools



Adult Evening Education ‘Live Online’ Registration

Use one of these methods to register:



Online

- Go to www.wcpss.net/AdultEd.
- Click the course category of interest.
- Find the class you would like to take.
- Click ‘Register’ and follow instructions.



Call

- Call Jan Ruede at 919-694-0559 to reserve your spot today!



Email

- Email lifelonglearning@wcpss.net.

Message Regarding Spring 2021 Semester

In an attempt to protect the health and safety of our students, staff, and the community, Adult Evening Education spring 2021 semester seated classes have been converted to ‘live online’ classes.

Live Online Classes

The live online classes are synchronous classes that are conducted in a web platform by Adult Evening Education instructors. Similar to in-person seated classes, students will meet with the instructor online at the listed days and times identified on the class webpage. Expect a communication from the instructor upon registration stating meet times, any prerequisites, class materials, etc.

Payment

You must pay for your class prior to the first day of class. The instructor will contact you to provide you instructions on how to pay them. If you need to speak with the instructor, go to our website, navigate to the class you registered for, and click ‘Contact’ to access the instructor’s contact information.



Online Classes & Career Certificates Registration

Online Classes - ed2go

- Go to www.wcpss.net/OnlineClasses.
- Search for the classes you'd like to take.
- Add them to your cart by clicking 'Add To Cart'.
- When ready to check out, click 'My Cart' in the top right corner.
- Follow instructions for payment through our partner ed2go.

Need Assistance

- If you have course content-related questions, Instructor-Led courses feature a "Discussion Area" where you can engage with your instructor.
- Any questions regarding drops, transfers, refunds, progress reports, or password and email changes are handled by emailing lifelonglearning@wcpss.net or calling 919-694-0559.

Career Training and Certificate

- Go to www.wcpss.net/OnlineClasses-Career.
- Search for the class you would like to enroll in.
- Click 'Enroll Now'.
- Follow instructions for payment through our partner ed2go.

Need Assistance

- Any assistance you require can be resolved by calling 1-855-520-6806.



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