

BROWARD COLLEGE®

Summer | MAY-AUGUST 2024

# WORKFORCE

WORKFORCE AND CONTINUING EDUCATION

*Ready*



Register Today!



- EARN A CREDENTIAL THAT HELPS YOU STAND OUT
- LEARN YOUR WAY!  
ON-CAMPUS, ONLINE, VIRTUAL





# Advance your career!



Embark on your journey to career advancement with Broward College! Our immersive virtual skills training paves the way to new professional heights. Delve into the array of courses featured in this brochure, where enrollment is seamless, and your learning experience is transformed.

In healthcare, we lead with innovative solutions, offering flexible and affordable specialization programs. Step into our cutting-edge skills lab for zero-risk simulated training, ensuring expertise in critical healthcare specializations:

- Medical Billing & Coding Specialist
- Medical Assistant
- Patient Care Technician
- EKG Technician
- Nursing Assistant, and more!

Elevate your workplace credibility and seize unparalleled growth opportunities. Start your journey today and unlock a world of endless possibilities!

*Diane Peart*

**Diane Peart, MBA**  
Associate Vice President  
Workforce & Continuing Education

## Get Trained. Get Hired.

Information Sessions

May	<a href="#">5/17/2024 Healthcare - Virtual</a>	June	<a href="#">6/04/2024 KTSC - In-Person</a>
	<a href="#">5/22/2024 Workforce - Virtual</a>		<a href="#">6/11/2024 KTSC - Virtual</a>
	<a href="#">5/29/2024 KTSC - In-Person</a>		<a href="#">6/17/2024 KTSC - Virtual</a>
			<a href="#">6/17/2024 Healthcare - Virtual</a>
			<a href="#">6/21/2024 Workforce - Virtual</a>



**Download full brochure**



# THE SKILLS TO DO THE JOB

## General Information

- Letter from the AVP ..... 2
- CE to Degree Path ..... 38
- Employer Spotlight ..... 21
- Tuition Assistance and Scholarships ..... 39
- Registration Process ..... 42
- Workforce job growth projections ..... 3

## Artificial Intelligence

..... 22

## Allied Health and Medical Programs

.....24

## Corporate and Customized Training

.....20

## Professional Development

..... 3

- Aviation - Drones ..... 18
- Business & Finance ..... 9
- Business Management ..... 8
- Entrepreneurship ..... 8
- Finance, Accounting, Bookkeeping, Tax Preparation ..... 9
- Human Resources ..... 10
- Language: English & Foreign ..... 16
- Marketing & Sales ..... 13
- Non-Profit Organization ..... 9
- Payroll Professional ..... 9
- Supervision & Management ..... 9
- Insurance ..... 17
- Real Estate ..... 17

## IT and Computer Applications

..... 14

- MS Office Application ..... 14
- Information Technology ..... 15

## Micro learning and Express Courses

..... 4

## Kids and Teens

.....23

- Academic Enrichment
- Summer College

## BROWARD COLLEGE DISTRICT BOARD OF TRUSTEES

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## How to Read Course Schedule

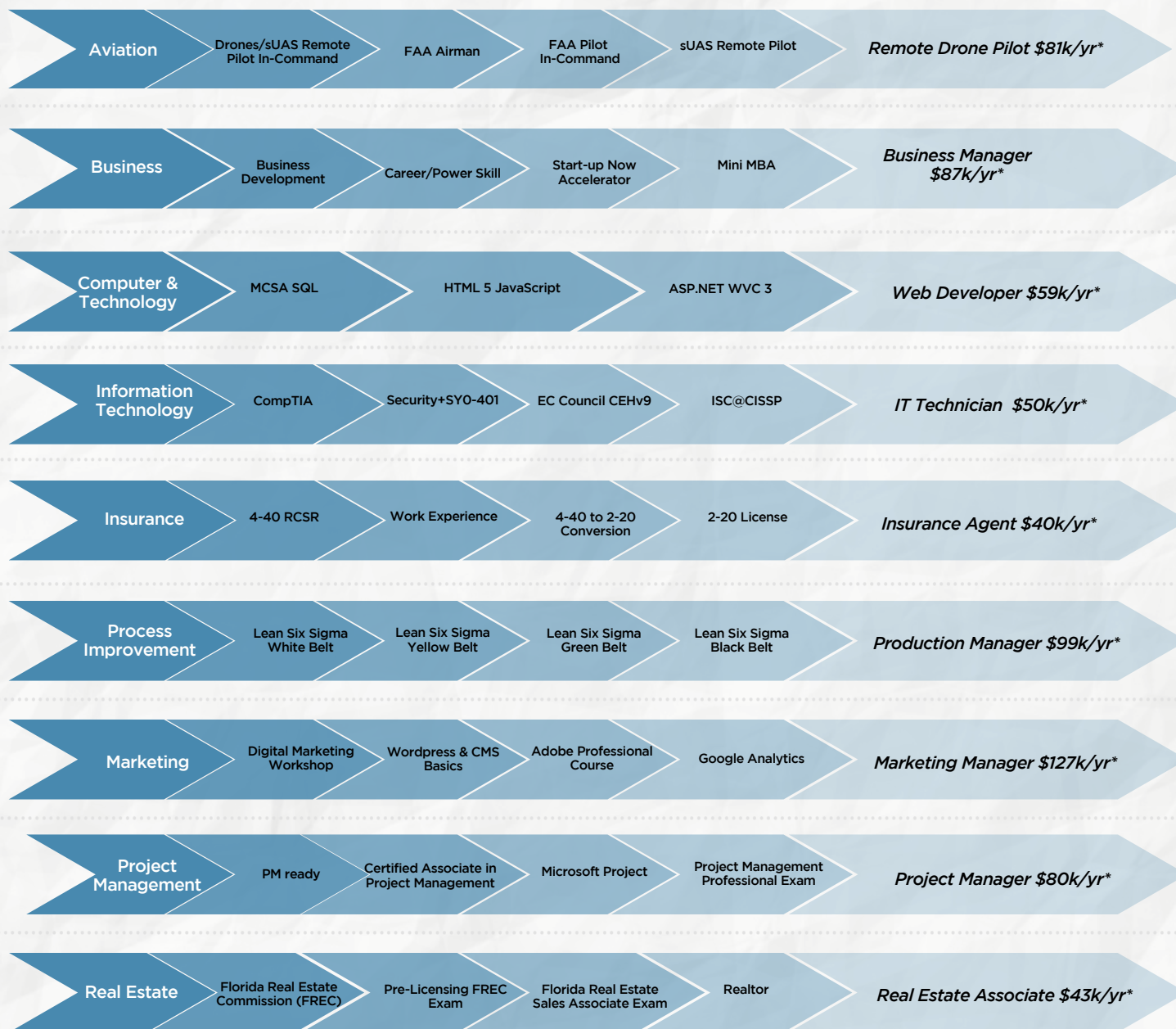
Title & Description	→ <b>Project Management Hands on Intro</b>				
ID	→ <b>EDI000</b>	<b>12 HRS.</b>	<b>\$299</b> ← Tuition		
	W 10/17	6-9p	NOR	442461	
	↑ Day	↑ Date	↑ Time	↑ Loc*	↑ Reference No.

\*Location (key)



**FINISH**  
**IN 1 TERM**

## Advance Your Career, Accelerated Skills Training



\* Median salary in Broward County based on Lightcast, 2023





UNDER 6 HRS.



## Register between April 9 - May 15

Microlearning is your gateway to quick wins.

Pay and Start Immediately!

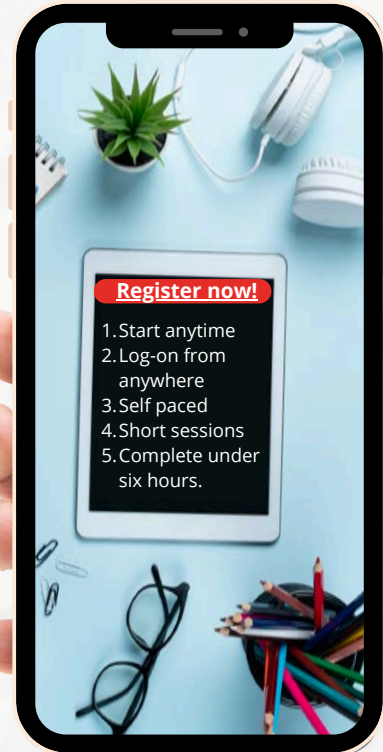
Discover skills offered in an easily digestible and informative format. These short sessions have relevant solutions you can immediately apply in your workplace.

**Register now!**

SROI (under 6 HRS.) S <b>Register: April 9 - May15</b>			Ref #
SROI - Certificate (10 part Series)	\$99	30 min.	N/A
SROI Introduction	\$99	30 min.	745778
SROI Essentials	\$299	3 hrs.	745787
SROI Value vs Impact	\$499	6 hrs.	745777
Business Development (under 6 HRS.) S <b>Register</b>			Ref #
Mindfulness - Meditation for the Workplace	Free	10 min.	N/A
Leading in a Time of Crisis	\$49	30 min.	N/A
Human Resource Department of One	\$59	6 hrs.	N/A
Lean Six Sigma (30 mins.) S <b>Register: April 9 - May15</b>			Ref #
Six Sigma Intro		30 min.	N/A
Six Sigma Yellow Belt Fundamentals	\$99	30 min.	N/A
DMAIC: Analyze	\$99	30 min.	N/A
DMAIC: Control	\$99	30 min.	N/A
DMAIC: Define	\$99	30 min.	N/A
DMAIC: Improve	\$99	30 min.	N/A
DMAIC: Measure	\$99	30 min.	N/A
Social Return on Investment- TEN PART SERIES (Tuition Free)			
SROI-1 Intro		2 min.	N/A
SROI-2 Impact Measurement		2 min.	
SROI-3 What is Social Return on Investment		3. min.	
SROI-4 Seven Principles of SROI		3. min.	
SROI-5 Help Me		3. min.	
SROI-6 Who can use SROI		5. min.	
SROI-7 Analysis		3. min.	
SROI-8 What is value		4. min.	
SROI-9 Calculate Social Benefits (KTSC)		6. min.	
SROI-10 Measuring Impact (BUP)		5. min.	

### Five Reasons to **Register**

1. Bite-sized lessons for instant understanding.
2. Learning into your busy schedule effortlessly.
3. Acquire specific skills without overwhelming information.
4. Learn on-the-go for ultimate convenience.
5. Achieve proficiency through short, impactful sessions.





Click on the "Course Title" to **Register** or browse additional course details

**LEARN IN-DEMAND SKILLS - REGISTER, PAY AND START IMMEDIATELY**

One-day online sessions perfect to focus on specific challenges that demands critical thinking skills

**Effective Emails, Memo, and Letters** O

Communicating clearly and concisely in written formats like email, memos, and letters is very important in a workplace setting. Improve your use of these common business communication vehicles by providing best practices and effective tips and techniques.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Virtual Teamwork** O

Remote work settings create new opportunities and unique challenges for team members. While virtual environments allow for greater flexibility, team-oriented activities can get lost. The collaboration, creativity, and teamwork that seems to flow naturally in an in-person setting can often feel stilted in a virtual environment. This course examines the pros and cons of remote teamwork and provides strategies for overcoming challenges and promoting team success. Other topics include communication best practices, handling conflict, and goal setting.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**12 Steps to a Successful Job Search** O

Learn how to get the job you want quickly, easily, and in any economy from a world-renowned author and career advisor. This course will help you identify the job that is best for your needs and provide complete step-by-step instructions on how to land it.

<b>EDI 0000</b>	<b>24 HRS.</b>		<b>\$135</b>
MTWRF 05/15-06/07		On Demand	E2G
MTWRF 06/12-07/05		On Demand	E2G
MTWRF 07/17-08/02		On Demand	E2G

**Individual Excellence: Soft Skills/Power Skills** O

The Individual Excellence course will teach you twelve vital career-enhancing skills. You will establish a clear career path and use skills like interpersonal communication and time management to achieve your goals. You will also learn how to utilize your creativity and problem-solving skills to work through adversity.

<b>EDI 0615</b>	<b>24 HRS.</b>		<b>\$135</b>
MTWRF 05/15-06/07		On Demand	E2G T8530
MTWRF 06/12-07/05		On Demand	E2G T8530
MTWRF 07/17-08/02		On Demand	E2G T8530

**Computer Skills for the Workplace** O

Confidently apply for jobs knowing that you possess the computer skills needed to perform on the job. This course includes a great introduction to Windows 10 and Office 365 so that you can prosper in a modern workplace.

<b>EDI 0615</b>	<b>24 HRS.</b>		<b>\$135</b>
MTWRF 05/15-06/07		On Demand	E2G T9264
MTWRF 06/12-07/05		On Demand	E2G T9264
MTWRF 07/17-08/02		On Demand	E2G T9264

**Financial Literacy** O

Set clear financial goals, make the right investments, and increase your financial security. 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.

<b>EDI0660</b>	<b>24 HRS.</b>		<b>\$699</b>
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Email ce@broward.edu to register.

**Effective Business Writing** O

Improve your career prospects. Identify gaps and eliminate problem areas in your writing skills by developing professional documents. Correct gaps in your writing and reach your full potential!

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$99</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Business Communication Certificate** O

Communicating clearly and concisely in written and oral formats is critical to your professional success. From clarifying and structuring your ideas to designing the PowerPoint slides that will best complement them, the techniques, interactive exercises, and checklists.

<b>EDI 0820</b>	<b>24 HRS.</b>		<b>\$299</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Effective Public Speaking** O

Be an effective public speaker by discovering how to talk confidently and persuasively to both large and small groups. Equip yourself with the skills you need to communicate with ease and authority.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$99</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Communicating Collaboratively** O

In most organizational settings, you'll be expected to work in teams. At times, your team members may not be physically in the same office with you. Improve your collaborative communication by providing best practices and effective tips and techniques.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Critical & Design Thinking** O

Design thinking is a continuous improvement process that helps create practical and creative ways to solve problems. Learn the benefits of critical and design thinking and master the tools to strategize and generate innovation.

<b>EDC0149</b>	<b>15 HRS.</b>		<b>\$699</b>
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Email ce@broward.edu to register.

**Think like a Boss** O

Learn the concepts of Business acumen and gain an understanding of handling business opportunities and risks quickly, leading to successful outcomes. Gain critical tools to be a savvy business professional in today's workplace. Course analyzes factors that drive company's performance, finances, and strategy. Also covered, leading effectively, identifying risks and influencing others.

<b>EDI0336</b>	<b>6 HRS.</b>		<b>\$99</b>
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Email ce@broward.edu to register.

**ONLINE: We bring courses to you. Anytime, anywhere**

3-Month Pass\* I \$349 for 3 Online Courses within 3 months  
 4-Month Pass\* I \$399 for 4 Online Courses within 4 months

\*Pass can be used by same or different student. Info: ce@broward.edu

Click on the "Course Title" to **Register** or browse additional course details



**Register now!**

**Collaboration at Work** S EDE0223 6 HRS. \$199

Learn healthy tools to collaborate with your team, coworkers, and supervisor. Uncover workplace personalities that disrupt workplace collaboration and proven tools for managing difficult situations.

- Course covers:
- Collaborate with Authenticity
  - Complex Situations
  - Four Employee Types
  - Steering Others

**Register now!**

**Communication** S ME 24 HRS. \$299

Communicating clearly and concisely in written and oral formats is critical to your professional success. From clarifying and structuring your ideas to designing the PowerPoint slides that will best complement them.

- Course covers:
- Effective Business Writing
  - Effective Presentations
  - Effective Public Speaking
  - Effective Emails, Memo

**Register now!**

**Professional Career Skills** S EDC0103 9 HRS. \$499

Develop the professional skills every hiring manager is looking for! Set yourself apart by enhancing your professional and interpersonal skills.

- Course covers:
- Strengthen Relationship
  - Solution focus
  - Active Listening
  - Unique perspectives

**Register now!**

**Business Acumen** S EDI0336 6 HRS. \$99

Think like the boss! Learn the concepts of Business acumen and gain an understanding of handling business opportunities and risks, quickly, leading to successful outcomes.

- Course covers:
- Define and Analyze
  - Business Proficiency
  - Financial Literacy
  - Cultivating

**Register now!**

**Critical Thinking** S EDC0149 15 HRS. \$699

Design thinking is a continuous improvement process that helps create practical and creative ways to solve problems. Learn the benefits of critical and design thinking and master the tools to strategize and generate innovation.

- Course covers:
- Reasoning, and Logic
  - Overcome Barriers
  - Systemic Problem-Solving
  - Reasoning Fallacies

**Register now!**

**Finance** S EDI0850 9 HRS. \$99

Some people call Accounting the language of business. To be able to use this language, you need to have a good grasp of key financial concepts and fundamentals.

- Course covers:
- Accounting Equation
  - Cash Flow Analysis
  - Financial Statement
  - Financial Planning

**Register now!**

**WORKOUT YOUR SOFT SKILLS MUSCLES** S

Skill development is like a sport.

Our Artificial Intelligence (AI) Digital Role Play supports you with the workout needed.

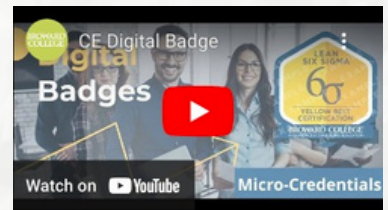
**IMPROVE SOFT SKILLS THROUGH CONVERSATIONS.**

Build strong interpersonal skills and boost your confidence and self-awareness while communicating with peers by practicing what you already know about workplace professionalism.

- Practice real life interpersonal situations
- Learn how others perceive what you say
- Build habits that lead to positive results
- Conversation-based training
- Sales 101 Negotiations
- Time Management Emotional Awareness



Earn your Micro Credentials & **DIGITAL BADGE**



**Steps to share your accomplishments with colleagues and employers**

- Step 1: Select and Enroll in a Micro-Credential course.
- Step 2: Complete Requirements and receive Micro-Credential.
- Step 3: Earn your Badge.
- Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.





**\$**  
Tuition Assistance  
Options: pg.39

**EXAM**  
Certification  
Prep

**Enrollment**  
**IT & COMPUTERS**

**Enrollment**  
**ALLIED HEALTH**

**Enrollment**  
**BUSINESS/PROFESSIONAL**

Click the **"Enrollment"** button to browse courses, tuition and additional details

- Cyber Security Expert
- CEH (v12)- Certified Ethical Hacker
- Certified Information Systems Auditor
- Web Design Professional
- Full Stack Developer - MEAN Stack
- Certified Information Security Manager
- Computer Hacking Forensics Investigator
- Certified AWS Developer
- Certified AWS Cloud Practitioner
- AI & Machine Learning Certification
- CompTIA A+, N+, Security +

Register, pay and begin immediately

- [Behavior Technician](#) - Registered
- [Dialysis Technician](#)
- [Pharmacy Technician\(CPhT\)](#)
- [Physical Therapy Aide](#)
- [Veterinary Assistant](#)
- [Medical Billing and Coding](#)
- [Medical Office Manager](#)
- [Medical Transcriptionist](#)
- [Sterile Processing](#)
- [Surgical Technologists](#)
- [Medical Lab Assistant](#)
- [Healthcare IT \(HIT\)](#)

Register, pay and begin immediately

- Certified Financial Health Counselor
- Virtual Hybrid Event Planning
- Certified Brand Strategist
- Sales Manager
- Business Operations Specialist
- Certified Business Analysis Professional
- Nonprofit Manager
- Blueprint Reading Basics
- AutoCAD Certification
- Revit Certification
- Lean Six Sigma Belt series
- Insurance Accredited Claims Adjuster
- Florida Real Estate License

Register, pay and begin immediately

Click the **"Enrollment"** button to browse courses, tuition and additional details

**ONLINE: We bring courses to you. Anytime, anywhere**  
 3-Month Pass\* | \$349 for 3 Online Courses within 3 months  
 4-Month Pass\* | \$399 for 4 Online Courses within 4 months  
 \*Pass can be used by same or different student. Info: ce@broward.edu

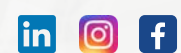
**EARN COLLEGE CREDIT FOR WHAT YOU ALREADY KNOW** - If you have obtained industry certifications or licensures that align with Broward College's degree programs, you can earn college credits. For more information about Credit for Prior Learning contact cpl@broward.edu

Professional Credentials include:



Learn your way

**B** Blended Classroom  
**S** Self-guided with Instructor  
**O** Online Self-paced  
**C** On-campus Classroom



Visit us: [broward.edu/ce](http://broward.edu/ce) Contact us: [ce@broward.edu](mailto:ce@broward.edu)





Click on the "Course Title" to Register or browse additional course details

**Entrepreneurship Certificate** O

Explore the different aspects of entrepreneurship and how entrepreneurs create and establish successful new ventures. Learn what types of resources are available to aspiring entrepreneurs, and where can you find them. Gain answers to important questions and essential resources for success.

<b>EDI 0820</b>	<b>25 HRS.</b>		<b>\$599</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Accounting and Finance for Entrepreneurs** O

Understand financial accounting basics, financial statements, and key issues in finance, broadly defined as financial or monetary activity that involves a company.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$129</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Business Law for Entrepreneurs** O

Learn relevant business laws that can make or break success. This course covers basic laws for entrepreneurs, legal structures for a new venture, intellectual property, employment law, contracts, government regulation, and personal & real property.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$129</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Strategic Marketing for Entrepreneurs** O

Learn strategic marketing that entrepreneurs face while starting a new venture or business and highlights market acceptance during stages of the entrepreneurial process.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$129</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Workplace Law Essentials Value Suite** O

Earn the fundamentals of employment law, workers compensation law, and the laws protecting both employees and employers in a straightforward, easy-to-understand way.

<b>EDI 0820</b>	<b>48 HRS.</b>		<b>\$230</b>
MTWRF 05/15	On Demand with Instructor	E2G	
MTWRF 06/12	On Demand with Instructor	E2G	
MTWRF 07/17	On Demand with Instructor	E2G	

**Small Business Management Introduction** O

Learn the basics of running a successful business, including planning, finance, HR, marketing, and customer care, to effectively tackle problems and seize opportunities.

<b>EDI 0820</b>	<b>3 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Advertising & Outreach Specialist** O

Learn how to create advertising pieces for print and digital media. This course will teach you to develop and execute all stages of an advertising campaign, from writing ad copy to story-boarding and measurement.

<b>EDI 0615</b>	<b>100 HRS.</b>		<b>\$1,295</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

**Leadership Suite** O

Learn essential skills for successful leadership, even if you're not in a leadership role yet. Learn to make decisions based on the information you have and deal with difficult bosses and co-workers.

<b>EDI 0820</b>	<b>96 HRS.</b>		<b>\$480</b>
MTWRF 05/15-06/07	On Demand	E2G	B8507
MTWRF 06/13-07/05	On Demand	E2G	B8507
MTWRF 07/17-08/02	On Demand	E2G	B8507

**Budgeting and Financial Analysis for Small Businesses** O

Creating a budget and analyzing financial data is crucial for small business success. Learn how to prepare budgets, analyze variances, and interpret financial statements

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$99</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Small Business Marketing** O

Learn the basics of small business marketing, including social media, content marketing, and search engine optimization. This course helps you effectively promote your products/services and reach the right audience on a limited budget.

<b>EDI 0820</b>	<b>3 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Certified Virtual Assistant** O

Master the skills of a virtual assistant in this virtual assistant training course and start your own virtual assistant business. Learn how to set up your virtual assistant packages, rates, and contracts.

<b>EDI 0820</b>	<b>240 HRS.</b>		<b>\$2,995</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

**Executive Assistant** O

Learn strategic marketing that entrepreneurs face while starting a new venture or business and highlights market acceptance during stages of the entrepreneurial process.

<b>EDI 0820</b>	<b>450 HRS.</b>		<b>\$3,595</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

**Leaders and Work-Life Balance** O

This course looks at methods and techniques to reconcile work and family. You will also consider the question of personal fulfillment and the needs and demands of leadership.

<b>EDI 0820</b>	<b>3 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Project Management for Small Businesses** O

Small business management involves overseeing both small and large projects. Not all projects require extensive planning, but project management techniques can help teams of all sizes meet their goals more efficiently

<b>EDI 0820</b>	<b>3 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

**Leading Teams** O

This introductory-level course for managers or anyone interested in leading teams, addresses the key issues surrounding leadership in a team environment.

<b>EDI 0820</b>	<b>5 HRS.</b>		<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

Click on the "Course Title" to Register or browse additional course details





Video:  
Course demo

Click on the "Course Title" to Register or browse additional course details

**Small Business Management** O

Gain an understanding of the most critical areas in managing and operating your own small business.

<b>EDI 0820</b>	<b>30 HRS.</b>			<b>\$499</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Business Writing** O

Develop powerful written documents that immediately draw readers in and keep them motivated to continue until your very last, well-chosen word.

<b>EDI 0615</b>	<b>24 HRS.</b>			<b>\$135</b>
MTWRF 05/15-06/07	On Demand	E2G	T14512	
MTWRF 06/12-07/05	On Demand	E2G	T14512	
MTWRF 07/17-08/02	On Demand	E2G	T14512	

**Supervision & Management** O

Master the basics of communication to become a more effective manager or supervisor. Discover various traits and how they impact your ability to get the job done.

<b>EDI 0615</b>	<b>24 HRS.</b>			<b>\$135</b>
MTWRF 05/15-06/07	On Demand	E2G	T9265	
MTWRF 06/12-07/05	On Demand	E2G	T9265	
MTWRF 07/17-08/02	On Demand	E2G	T9265	

**Business Operations Specialist** O

Learn the fundamentals of business management and operational planning with a veteran supply chain manager. You will gain key operational skills, including risk management and quality control.

<b>EDI 0910</b>	<b>200 HRS.</b>			<b>\$1,895</b>
MTWRF 05/15	24/7	eLearning	E2G	
MTWRF 06/12	24/7	eLearning	E2G	
MTWRF 07/17	24/7	eLearning	E2G	

**Business Analysis** O

Learn to identify needs and requirements, and then designing and executing solutions to business problems.

<b>EDI 0820</b>	<b>25 HRS.</b>			<b>\$599</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Nonprofit Starting Your Own Organization** O

Learn key steps in getting a nonprofit off the ground, including incorporating your organization, applying for tax-exempt status and drafting a business plan.

<b>EDI 0834</b>	<b>4 HRS.</b>			<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Technical Writing** O

Learn the secrets of successful technical writers, including technical writing conventions, interviewing skills, desktop publishing, and formatting techniques.

<b>EDI 0615</b>	<b>24 HRS.</b>			<b>\$135</b>
MTWRF 05/15-06/08	On Demand	E2G	T9273	
MTWRF 06/12-07/05	On Demand	E2G	T9273	
MTWRF 07/17-08/03	On Demand	E2G	T9273	

**Leadership in a Nonprofit Organization** O

Examine leadership theories focused in the nonprofit sector, including the leadership shortage and possible solutions.

<b>EDI 0834</b>	<b>3 HRS.</b>			<b>\$99</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/13	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**QuickBooks Online Series** O

Learn key features of QuickBooks Online, so you can gain hands-on experience creating invoices, receipts, and statements; track payables, inventory, and receivables; generating reports; and more. In the Intermediate section, you will learn how to set up your accounts for different types of businesses, enter budgets, and how to track situations in which the owner uses or invests company funds.

<b>EDI 0615</b>	<b>48 HRS.</b>			<b>\$250</b>
MTWRF 05/15-06/07	On Demand	E2G	B9859	
MTWRF 06/12-07/05	On Demand	E2G	B9859	
MTWRF 07/17-08/02	On Demand	E2G	B9859	

**Payroll Professional Certified** B

Gain a solid understanding of advanced payroll skills necessary for experienced payroll professionals seeking compliance training, professional development, or CPP certification preparation.

<b>EDI 0107</b>	<b>36 HRS.</b>			<b>\$699</b>
MW 06/03-07/15	6:30pm-9:30pm	D2L	742548	

**Personal Finance** O

Gain control over the financial impact of your choices with tools that are useful, realistic, and easy to work into your regular routine.

<b>EDI 0615</b>	<b>24 HRS.</b>			<b>\$135</b>
MTWRF 05/15-06/08	On Demand	E2G	T9238	
MTWRF 06/12-07/05	On Demand	E2G	T9238	
MTWRF 07/17-08/02	On Demand	E2G	T9238	

**Finance Essentials Certificate** O

Learn how to calculate key financial management indicators, assess your organization's financial health by reviewing balance sheets, income statements, and statements of cash flow.

<b>EDI 0000</b>	<b>19 HRS.</b>			<b>\$399</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Bookkeeper Certified** O

Acquire the practical knowledge necessary to setup and maintain bookkeeping records: analyzing and recording transactions, balance sheets, general entry, and more.

<b>EDI 0800</b>	<b>140 HRS.</b>			<b>\$2,195</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Nonprofit Organization Budgeting** O

Gain an understanding of the uses and functions of budgets and the relationship between strategic and tactical budgeting.

<b>EDI 0831</b>	<b>3 HRS.</b>			<b>\$79</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

**Nonprofit Organizations Fundraising** O

To help finance operating budgets, nonprofits must raise money every year and manage special projects to facilitate this.

<b>EDI 0833</b>	<b>4 HRS.</b>			<b>\$150</b>
MTWRF 05/15	24/7	eLearning	ME	
MTWRF 06/12	24/7	eLearning	ME	
MTWRF 07/17	24/7	eLearning	ME	

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**START TODAY!**  
COMPLETE IN 6 MONTHS



82% of HR Executives agree that SHRM certification adds the credibility needed to advance your career in HR.



**Human Resources: SHRM CP/SCP - Certification** **B**  
SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP) credential establishes you as a recognized expert in the HR field. Course prepares you for the SHRM-CP and SHRM-SCP certification examinations, built upon one singular body of applied skills and knowledge designed to elevate the HR profession around the world. The SHRM Learning System in digital format is included.

**EDI 0913** **36 HRS.** **\$1,199**  
MW 06/03-07/15 6:00pm-9:00pm D2L 742549

**Human Resources Talent Management** **B**  
Learn topics: the hiring process, how to locate quality employees in a competitive labor market, how to attract and retain top talent, employee rights and the legal side of Human Resources.

**EDI 0615** **72 HRS.** **\$365**  
MTWRF 05/15-06/07 On Demand E2G B9164  
MTWRF 06/12-07/05 On Demand E2G B9164  
MTWRF 07/13-08/02 On Demand E2G B9164

**Human Resources Employment Law** **B**  
Learn the difference between employees and independent contractor, employee benefits, effective hiring, evaluation and termination procedures, ways to resolve employment disputes, discrimination and union laws, and workplace safety rules.

**EDI 0615** **24 HRS.** **\$135**  
MTWRF 05/16-06/07 On Demand E2G T9650  
MTWRF 06/13-07/05 On Demand E2G T9650  
MTWRF 07/13-08/02 On Demand E2G T9650

For additional Human Resource Programs  
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Earn your Micro Credentials & **DIGITAL BADGE**



- Steps to share your accomplishments with colleagues and employers**
- Step 1: Select and Enroll in a Micro- Credential course.
  - Step 2: Complete Requirements and receive Micro-Credential.
  - Step 3: Earn your Badge.
  - Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.

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**Social Return On Investment (SROI)**

Learn how to measure the value of social change and the social return on investment generated by our program, organization or project.

Email [ce@broward.edu](mailto:ce@broward.edu) to unlock (Tuition Free program)

**Social Return on Investment- TEN PART SERIES B**

This series will introduce you to social return on investment and how it can help your business. Topics include Impact Measurement, the Seven Principles of SROI, who can use SROI, measuring impact, and many more. (10 part series)

**EDE 0408 Free 05/16 - 08/02 On Demand**

Courses	Duration
<a href="#">Series 1: SROI - Intro</a>	2 mins
<a href="#">Series 2: SROI - Impact Measurement</a>	2 mins
<a href="#">Series 3: SROI - What is Social Return on Investment</a>	3 mins
<a href="#">Series 4: SROI - Seven Principals of SROI</a>	3 mins
<a href="#">Series 5: SROI - Help Me</a>	3 mins
<a href="#">Series 6: SROI - Who Can Use SROI</a>	5 mins
<a href="#">Series 7: SROI - Analysis</a>	3 mins
<a href="#">Series 8: SROI - What is Value</a>	4 mins
<a href="#">Series 9: SROI - Calculate to Social Benefits</a>	6 mins
<a href="#">Series 10: SROI - Measuring Impact</a>	5 mins

**Social Return on Investment - Intro S**

Explore the principles and methodologies of Social Return on Investment (SROI) and their application in decision-making and reporting. This course is tailored for those seeking insights into how SROI contributes to value creation.

**EDI 0846 30 MIN. \$99**  
MTWRF 05/15-05/15 D2L 745778

**SROI Essentials S**

Explore the Social Return on Investment (SROI) framework in our Essentials program. Learn to measure value beyond finances, addressing broader societal, environmental, and economic impacts. Idea for those seeking to understand SROI's role in fostering change, this program also paves the way for advanced SROI Practitioner training.

**EDI 0848 3 HRS. \$299**  
MTWRF 05/22-05/29 D2L 745787

**SROI: Social Value vs Social Impact - Intro S**

Explore SROI in our Social Value vs. Social Impact course. Learn the distinctions between the two and utilize our Social Impact Calculator for project assessments. Perfect for individuals aiming to understand SROI, drive change, and prepare for Practitioner training. Also suitable for those focused on enhancing organizational value.

**EDI 0849 6 HRS. \$499**  
MTWRF 05/15-05/25 D2L 745777

**ONLINE: We bring courses to you. Anytime, anywhere**

3-Month Pass\* I \$349 for 3 Online Courses within 3 months

4-Month Pass\* I \$399 for 4 Online Courses within 4 months

\*Pass can be used by same or different student. Info: [ce@broward.edu](mailto:ce@broward.edu)

**Supply Chain SCPro™ Certifications**

The Center for Supply Chain Education at Broward College and the Council of Supply Chain Professionals (CSCMP) have partnered to deliver the SCPro™ Fundamentals Certifications program. Through this program you have easy access to online education in the eight cornerstones of Supply Chain Management to prepare for the corresponding certification exam.

**SCPro™ Fundamentals Certification Bundle B**

**EDI 0671 120 HRS. \$2,080**  
MTWRF 05/16-06/11 24/7 D2L 742547

**Supply Chain Management Principles/w Forklift B**

**EDI 0879 24 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Customer Service Operations B**

**EDI 0807 15 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Demand Planning B**

**EDI 0806 18 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Inventory Management B**

**EDI 0805 18 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Manufacturing & Service Operations B**

**EDI 0804 15 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Supply Management & Procurement B**

**EDI 0798 15 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Transportation Operations B**

**EDI 0802 15 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000

**Warehousing Operations B**

**EDI 0803 15 HRS. \$**  
MTWRF 05/16-06/11 24/7 D2L 000000



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**Project Management Ready S**

Start a career in project management with the PMI Project Management Ready™ certification. During this program, students will be immersed into the project management process to learn concepts and the industry. With the PMI Project Management Ready certification, students can immerse themselves in the project management industry and professionals while gaining a competitive edge. Students will receive voucher to take the PMI certification.

<b>EDI 0332</b>	<b>24 HRS.</b>	<b>\$999</b>
TR	05/16-06/11 6:30pm-9:30pm	D2L 742547
TR	07/09-08/01 6:30pm-9:30pm	D2L 742558

**Project Management Professional - CAPM/PMP Preparation O**

Build your career! Project Management is an essential skill for working professionals. This program provides 35 contact hours of formal education as required by the Project Management Institute, Inc. (PMI), for eligibility for the Project Management Professional (PMP®), as well as for the Certified Associate Project Manager (CAPM®) certification. It is an instructor-led course designed for students that wish to secure either credential.

<b>EDI 0915</b>	<b>250 HRS.</b>	<b>\$2,245</b>
MTWRF	05/15 24/7 eLearning E2G	
MTWRF	06/12 24/7 eLearning E2G	
MTWRF	07/17 24/7 eLearning E2G	

**Project Management @ e-Speed O**

Learn to deal with the realities of managing projects at super sonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.

<b>EDI 0615</b>	<b>24 HRS.</b>	<b>\$135</b>
MTWRF	05/15-06/07 On Demand E2G	T9638
MTWRF	06/14-07/05 On Demand E2G	T9638
MTWRF	07/13-08/02 On Demand E2G	T9638

**Microsoft Project O**

Learn to effectively plan, implement, and control projects using Microsoft Project 201/Office365. 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.

<b>EDI 0615</b>	<b>24 HRS.</b>	<b>\$147</b>
MTWRF	05/15-06/07 On Demand E2G	T9438
MTWRF	06/14-07/05 On Demand E2G	T9438
MTWRF	07/18-08/02 On Demand E2G	T9438

**Agile Certified Practitioner (PMI-ACP) O**

The PMI-ACP is PMI's fastest growing certification, and its no wonder. Organizations that are highly agile and responsive to market dynamics complete more of their projects successfully than their slower moving counterparts 75% versus 56% as shown in PMI Pulse of the Profession's report.

<b>EDI 0926</b>	<b>24 HRS.</b>	<b>\$999</b>
MTWRF	05/15 24/7 eLearning SIMP	
MTWRF	06/12 24/7 eLearning SIMP	
MTWRF	07/17 24/7 eLearning SIMP	

**Risk Management O**

When it comes to cybersecurity projects, there are many knowns and unknowns. Luckily, risk management professionals plan for all potential risks during a project's lifecycle. Learn to identify, assess, and mitigate project risks.

<b>EDI 0760</b>	<b>50 HRS.</b>	<b>\$695</b>
MTWRF	05/15-06/07 On Demand E2G	GES278
MTWRF	06/12-07/05 On Demand E2G	GES278
MTWRF	07/17-08/02 On Demand E2G	GES278

**Earn Your Lean Six Sigma Belt! S**

**Lean Six Sigma Belt Series**

Learn lean business concepts, strategies, tools and techniques to achieve desired quality outcomes for your organization. Yellow belt, Green belt, and Black belts are evidence of quality credentials that serves varied business sectors and industries. Gain a high-level understanding of the DMAIC methodology (Define, Measure, Analyze, Improve, and Control). Programs cover Lean principles while fostering a culture of continuous improvement for maximized performance in critical areas. Hands-on activities provide an opportunity to apply new skills to support, lead and deploy quality projects. Course assignments identify ways to eliminate waste and increase customer satisfaction.

LEAN SIX SIGMA WHITE BELT O

**EDI 0620**      **7 HRS.**      **\$499**

Email: ce@broward.edu

LEAN SIX SIGMA YELLOW BELT O

**EDI 0653**      **14 HRS.**      **\$699**

TWRF      05/08 - 08/05      24/7 ME

LEAN SIX SIGMA GREEN BELT O

**EDI 0619**      **40 HRS.**      **\$1,895**

MWF 07/08-08/05 6:30pm-9:30pm 742555

LEAN SIX SIGMA BLACK BELT O

**EDI 0832**      **40 HRS.**      **\$1,995**

On-Demand 05/08 - 08/05 24/7 E2G

**Strategic PDU Bundle O**

This bundle is designed to provide practitioners with many of the PDUs they need to fulfill their strategic PDU requirements. Learn conflict resolution, emotional intelligence, finance and budgets.

<b>EDI 0615</b>	<b>11 HRS.</b>	<b>\$249</b>
MTWRF	05/15 24/7 eLearning ME	
MTWRF	06/12 24/7 eLearning ME	
MTWRF	07/17 24/7 eLearning ME	

**Operation Management O**

Explore the fundamental concepts and theories practitioners will need to successfully guide operations in manufacturing and service organizations. Specific tools, techniques, and methodologies are presented to show their applicability to operational strategies.

<b>EDI 8080</b>	<b>10 HRS.</b>	<b>\$299</b>
MTWRF	05/15 24/7 eLearning ME	
MTWRF	06/12 24/7 eLearning ME	
MTWRF	07/17 24/7 eLearning ME	

**Sustainable Management O**

Sustainability refers to the use of ecosystems and their resources in a manner that satisfies current needs without compromising the needs or options of future generations. A sustainable business is one that generates profits for its owners, protects the environment, and improves the lives of the people with whom it interacts.

<b>EDI 0880</b>	<b>15 HRS.</b>	<b>\$299</b>
MTWRF	05/15 24/7 eLearning ME	
MTWRF	06/12 24/7 eLearning ME	
MTWRF	07/17 24/7 eLearning ME	

Click on the "Course Title" to Register or browse additional course details



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### **Digital Marketing Certificate** B

Digital marketing helps organizations promote and sell products and services through online marketing methods such as social media messaging, website ads, Facebook marketing campaigns, Google Adwords, and more. It's vital to develop a marketing strategy that keeps up with technology. The content in this certificate aligns with the Online Marketing Certified Associate (OMCA) credential, which is offered by OMCP.

**EDC 0287**                      **9 HRS.**                      **\$549**  
 W 06/05-07/31 1:00pm-4:00pm                      YMCA                      742552

### **Marketing Certified Associate** O

Earn your Marketing certification and master strategic issues, marketing methods and tactics, industry terminology, and best practices. This online and self-paced program provides comprehensive preparation for the Online Marketing Certified Associate (OMCA™) certification exam through examples, videos from industry-leading practitioners, interactive games, and review questions to ensure mastery of the material.

**EDI 0796**                      **36 HRS.**                      **\$649**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

### **Marketing Your Business on the Internet** O

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.

**EDI 0615**                      **24 HRS.**                      **\$135**  
 MTWRF 05/15-06/07 On Demand E2G T9616  
 MTWRF 06/12-07/05 On Demand E2G T9616  
 MTWRF 07/17-08/02 On Demand E2G T9616

### **Advertising & Outreach Specialist** O

Learn how to create advertising pieces for print and digital media. This course will teach you to develop and execute all stages of an advertising campaign, from writing ad copy to story-boarding and measurement.

**EDI 0615**                      **E2G**                      **100 HRS.**                      **\$1,295**  
 MTWRF 05/15-06/07 On Demand E2G GES2042  
 MTWRF 06/12-07/05 On Demand E2G GES2042  
 MTWRF 07/17-08/02 On Demand E2G GES2042

### **Web Analytics** O

This course is designed to help learners develop a solid understanding of the basic concepts and techniques that they will encounter as practitioners in the web analytics field.

**EDI 0615**                      **3.5 HRS.**                      **\$79**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

### **Google Ads** O

This course will teach you how to navigate through the platform, set up and optimize campaigns, improve performance, apply advanced techniques, and analyze performance data.

**EDI 0615**                      **6 HRS.**                      **\$99**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

### **Search Engine Optimization** O

Learn how to leverage both content and technical features in order to increase ranking in search results while also learning about the latest tools to measure performance.

**EDI 0615**                      **3 HRS.**                      **\$79**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

### **Effective Selling** O

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.

**EDI 0615**                      **24 HRS.**                      **\$135**  
 MTWRF 05/15-06/07 On Demand E2G T9629  
 MTWRF 06/12-07/05 On Demand E2G T9629  
 MTWRF 07/17-08/02 On Demand E2G T9629

### **Sales Training Suite** O

In good times or tough ones, companies never stop looking for sales representatives who can help them meet their financial goals. A good salesperson can have a long, successful career in any industry across the globe. This series will provide you with the tools you need to communicate effectively with clients as you build rapport and create an environment of trust. You'll also learn effective sales techniques that will help you not only convert new customers but also turn them into long-term assets.

**EDI 0615**                      **72 HRS.**                      **\$345**  
 MTWRF 05/15-06/07 On Demand E2G B8598  
 MTWRF 06/12-07/05 On Demand E2G B8598  
 MTWRF 07/17-08/02 On Demand E2G B8598

### **Sales Manager Certificate** O

Master the theories behind effective sales management. The Sales Manager course consists of two parts, one focusing on the role of sales representative and the other on the role of sales management. Explore sales mechanics ranging from product knowledge and customer relationships to situational sales and effective selling techniques while preparing for a sales manager position. Learn how to lead a sales team, how to create and implement a sales plan, how to identify and qualify prospects, and more.

**EDI 0615**                      **200 HRS.**                      **\$1,995**  
 MTWRF 05/15 24/7 eLearning E2G GES2043  
 MTWRF 06/12 24/7 eLearning E2G GES2043  
 MTWRF 07/17 24/7 eLearning E2G GES2043

### **Selling Like a Pro** O

This completely online and self-paced one-module course utilizes Inc. Magazine's prize-winning editorial content to introduce basic concepts of sales, including the sales funnel and pipeline; lead qualification; presentations; metrics; and closing. The focus is on providing practical, hands-on advice to entrepreneurs and small-business people, including video segments with analysis and commentary from industry-leading practitioners and subject matter experts. The course also offers real-world examples, how-to lists and advice, interactive games, and review questions to ensure mastery of the material.

**EDI 0615**                      **3 HRS.**                      **\$79**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

### **Paid Search (PPC)** O

Explore search marketing, the search process, and the buying cycle. Learn how to set up a successful PPC account, how to set and measure goals, and how to optimize keyword usage using a variety of strategies. You will also examine components of effective ads and landing pages, how to optimize ad targeting, and when to use search or display advertising.

**EDI 0615**                      **4 HRS.**                      **\$99**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

Click on the "Course Title" to Register or browse additional course details



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## Computer Skills for the Workplace O

Learn step-by-step instructions to create Word documents, Excel spreadsheets, and PowerPoint presentations. Perform everyday tasks in each program: work with a flyer, a budget, and a presentation. This course provides you with a basic proficiency. Microsoft Office skills are important skills to have in any profession or workplace.

EDI 0540	12 HRS.	\$135
MTWRF 05/15-06/07	On Demand	E2G T9264
MTWRF 06/12-07/05	On Demand	E2G T9264
MTWRF 07/17-08/02	On Demand	E2G T9264

## Photoshop Introduction O

Whether you are a photographer, digital illustrator, graphic designer, or someone who wants to alter old family photos, you need to learn Adobe Photoshop. The Photoshop Creative Cloud course is filled with easy-to-follow, detailed step-by-step instructions that teach you how to edit and manipulate images and create basic compositions.

EDE 0127	24 HRS.	\$135
MTWRF 05/15-06/07	On Demand	E2G T9198
MTWRF 06/12-07/05	On Demand	E2G T9198
MTWRF 07/17-08/02	On Demand	E2G T9198

## Microsoft Excel-Pivot Tables O

Discover advanced techniques for pivot tables, like creating Timelines, calculated fields, and calculated items. You'll learn how to use Excel's Table function to efficiently manage changes to the pivot table's source data in order to avoid reporting mistakes when data is added or deleted.

EDI 0615	24 HRS.	\$145
MTWRF 05/15-06/07	On Demand	E2G T9261
MTWRF 06/12-07/05	On Demand	E2G T9261
MTWRF 07/17-08/02	On Demand	E2G T9261

## IC3 Digital Literacy GSS O

Learn literacy skills needed in today's tech-driven society. Discover the key topics based on learning objectives covered on the IC3 Digital Literacy Certification exams. The IC3 Certification provides students with a global, industry-recognized credential for employment.

EDI 0675	60 HRS.	\$545
MTWRF 05/15 24/7	eLearning	E2G
MTWRF 06/12 24/7	eLearning	E2G
MTWRF 07/17 24/7	eLearning	E2G

## Microsoft Certified: Azure Administrator O

You will learn to manage Azure subscriptions and resources, implement and manage storage, deploy and manage virtual machines (VMs), configure and manage virtual networks, and manage identities.

EDI 0656	60 HRS.	\$1,995
MTWRF 05/15 24/7	eLearning	E2G
MTWRF 06/12 24/7	eLearning	E2G
MTWRF 07/17 24/7	eLearning	E2G

## Introduction to Windows 11 O

Master the basic skills you need for Windows 11, the new operating system from Microsoft, which offers a more robust, more powerful, and unique computing experience. In this course, you will gain the foundation you need to start using Windows 11.

EDI 0615	24 HRS.	\$135
MTWRF 05/15-06/07	On Demand	E2G T14364
MTWRF 06/12-07/05	On Demand	E2G T14364
MTWRF 07/17-08/02	On Demand	E2G T14364

## Microsoft Access Certification Training O

Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, and hyperlinks.

EDI 0615	90 HRS.	\$595
MTWRF 05/15-06/07	On Demand	E2G GES884
MTWRF 06/12-07/05	On Demand	E2G GES884
MTWRF 07/17-08/02	On Demand	E2G GES884

## Adobe Video Design O

Prepare for the Adobe Certified Professional in Video Design exam by mastering Adobe Premiere Pro and Photoshop. Gain the skills needed to edit videos professionally and become a certified video design expert.

EDE0772	45 HRS.	\$1,495.00
MWF 07/08-08/02	3:00pm-6:00pm	D2L 742557

## Excel (MOS) Microsoft Office Specialist B

If your organization uses lists of any kind, you need to know how to use Microsoft Excel. Earning Microsoft Office Specialist Excel Expert certification sets your professional skill set apart from other Excel users. The course will prepare you for the Microsoft Office Specialist: Microsoft Excel Expert exam.

EDC0183	70 HRS.	\$999
MWF 06/10-6/28	9:00am-12:00pm	YMCA 742554

## Microsoft Office Specialist (MOS) Associate Certification Training O

Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, and hyperlinks.

EDI 0615	245 HRS.	\$1,695
MTWRF 05/15 24/7	eLearning	E2G GES889
MTWRF 06/12 24/7	eLearning	E2G GES889
MTWRF 07/17 24/7	eLearning	E2G GES889

## Microsoft Office Specialist (MOS) Expert Certification Training O

This in-depth course will prepare you to sit for and pass the Microsoft Office Specialist (MOS) certification exams for Word, Excel, PowerPoint, Access, and Outlook and earn your Microsoft Office Specialist (MOS) Expert Certification.

EDI 0860	335 HRS.	\$2,295
MTWRF 05/15 24/7	eLearning	E2G GES890
MTWRF 06/12 24/7	eLearning	E2G GES890
MTWRF 07/17 24/7	eLearning	E2G GES890

## PowerPoint for Business O

As technology continues to change the way that we engage in business communications, the art of presenting has also undergone a shift. Learn practical tips and examples for mapping the presentation, incorporating research, using templates, selecting visual elements, and delivering the presentation.

EDI 0860	3 HRS	\$79
MTWRF 05/15 24/7	eLearning	ME
MTWRF 06/12 24/7	eLearning	ME
MTWRF 07/17 24/7	eLearning	ME

## Microsoft Project O

Learn to effectively plan, implement, and control projects using Microsoft Project. 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.

EDI 0615	120 HRS.	\$147
MTWRF 05/15	On Demand	E2G T9438
MTWRF 06/12	On Demand	E2G T9438
MTWRF 07/17	On Demand	E2G T9438

## QuickBooks Online Basics O

Introductory-level course designed to build a foundation of essential skills in QuickBooks® Online. Learners will develop a greater understanding of the basic bookkeeping and accounting functions that the software enables.

EDI 0860	5 HRS.	\$99
MTWRF 05/15 24/7	eLearning	ME
MTWRF 06/12 24/7	eLearning	ME
MTWRF 07/17 24/7	eLearning	ME

Click on the "Course Title" to Register or browse additional course details



Click on the "Course Title" to **Register** or browse additional course details

### **CompTIA A+ O**

This course will prepare you for CompTIA A+ certification. The CompTIA A+ Certification Exam covers mobile devices, networking technology, hardware, virtualization and cloud computing and network troubleshooting.

<b>EDI 0298</b>	<b>200 HRS.</b>		<b>\$1,995</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **CompTIA Network+ O**

This course utilizes a Network+ lab simulator so you can have the opportunity to have hands-on experience working with networking configurations and troubleshooting instances, a key component to the CompTIA Network+ N10-008 certification exam.

<b>EDC 0991</b>	<b>110 HRS.</b>		<b>\$1,895</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **CompTIA Security+ O**

Successful completion of this course will allow you to assess an organization's security strength while recommending and implementing appropriate security solutions based on those assessments. Learners will be able to monitor and secure various security environments like cloud, mobile, and IoT (Internet of Things)

<b>EDE 0304</b>	<b>80 HRS.</b>		<b>\$1,895</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **CompTIA Cloud Essentials+ B**

This course introduces technical and non-technical individuals to core cloud computing concepts and helps prepare learners to pass the CompTIA Cloud Essentials+ certification successfully. It is the only internationally recognized, vendor-neutral certification dedicated to cloud concepts.

<b>EDE 0802</b>	<b>74 HRS.</b>		<b>\$1,695</b>
MTWRF 05/15	24/7	eLearning -	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **CompTIA Project+ O**

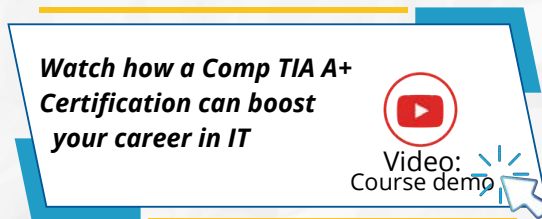
This certification validates project management skills to employers, both inside and outside the IT profession. The CompTIA Project+ certification also validates the communication and business skills you need to lead projects with confidence, complete projects on time and make sure you stay within budget.

<b>EDI 0404</b>	<b>100 HRS.</b>		<b>\$1,695</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **AWS Technical Essentials for Cloud Practitioners B**

This AWS Technical Essentials Certification Training course will introduce you to the fundamentals of the Amazon Web Services (AWS) cloud platform and ensure that you are fully proficient in identifying AWS terminologies, concepts, benefits, and deployment options to meet your business requirements.

<b>EDE 0302</b>	<b>40 HRS.</b>		<b>\$1,995</b>
TR 07/02-07/30	6:30pm-9:30pm	D2L	742560



### **Coding**

Sometimes referred to as software of computer programming, coding is a method of communicating with computers to perform specific tasks.

### **Full Stack Software Developer O**

<b>EDI 1000</b>	<b>650 HRS.</b>		<b>\$5,495</b>
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **Database Management O**

Database management allows businesses with a large number of datasets to store, organize and retrieve data needed from a computer.

### **Oracle SQL and PL/SQL + Python Developer + Java Programmer O**

<b>EDI 1000</b>	<b>375 HRS.</b>		<b>\$2,595</b>
495			
MTWRF 05/15	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G
MTWRF 07/17	24/7	eLearning	E2G

### **Oracle SQL and PL SQL Developer O**

<b>EDI 1000</b>	<b>120 HRS.</b>		<b>\$995</b>
MTWRF 05/16	24/7	eLearning	E2G
MTWRF 06/12	24/7	eLearning	E2G

### **Cybersecurity B**

Cybersecurity, also known as Information Security, is the protection of data and personally identifiable information from malicious attacks, theft, and destruction. Failures of cybersecurity policies, both in large corporations and governmental agencies, have earned significant visibility and negative publicity in recent months and years.

<b>EDE 0808</b>	<b>40 HRS.</b>		<b>\$499</b>
MWF 05/15-06/14	6:00am-9:00pm	D2L	742559

### **EMERGING TECHNOLOGIES O**

#### **Emerging Technologies for Managers-Certificate \$199 - 9 HRS.**

Managers must be familiar with emerging technologies their impact on their organizations and networks and how these developments can be leveraged to boost their workers' performance. Explore—artificial intelligence, robotics, and blockchain—and consider some of the potential legal and ethical concerns that may accompany their implementation in the workplace.

<b>EDI 0860</b>	<b>9 HRS.</b>		<b>\$199</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

#### **Additional Emerging Technology Courses \$99/ea. - 3 HRS.**

- **Manager's Guide to Artificial Intelligence**
- **Manager's Guide to Blockchain**
- **Manager's Guide to Robotics**

<b>EDI 0860</b>	<b>3 HRS.</b>		<b>\$99</b>
MTWRF 05/15	24/7	eLearning	ME
MTWRF 06/12	24/7	eLearning	ME
MTWRF 07/17	24/7	eLearning	ME

Click on the "Course Title" to **Register** or browse additional course details

Click on the "Course Title" to Register or browse additional course details

**English Essentials** O

This course is designed for students with Zero knowledge of English. It starts with the ABC's in a 1-2-3 (see it - Say - Use it) step-by-step technique. Each lesson will cover a specific grammar structure -- practiced through repetition exercises, dialogues, and writing exercises based on real life experiences.

**EDE 0904** **42 HRS.** **\$395**  
 Contact us for information. [ce@broward.edu](mailto:ce@broward.edu)

**Intensity English I** B

For non-English speakers who have limited knowledge of the English language. Students will learn very basic grammar, conversation, as well as reading and writing skills. New beginning vocabulary introduced.

**EDC 0751** **30 HRS.** **\$395**  
 TR 06/04-07/09 6:30pm-9:30pm D2L 742550

**Intensity English II** B

For the intermediate English language student who has prior knowledge for English. Students will learn more advanced grammar, conversation, writing and reading skills in English. Develop additional vocabulary.

**EDC 0791** **30 HRS.** **\$395**  
 Contact [ce@broward.edu](mailto:ce@broward.edu)

**Writing For ESL** O

Learn to write in English more effectively. Discover how to write clearly, logically, and cohesively, to apply what you have learned in any academic or work setting.

**EDC 0920** **24 HRS.** **\$135**  
 MTWRF 05/15 24/7 eLearning E2G  
 MTWRF 06/12 24/7 eLearning E2G  
 MTWRF 07/17 24/7 eLearning E2G

**Let's Talk - English** O

Focus on improving and practicing conversation skills by discussing current events and trending topics in an informal setting. Students will enhance their fluency and pronunciation skills through entertaining and stimulating discussion.

**EDI 0300** **24 HRS.** **\$195**  
 Contact us for information. [ce@broward.edu](mailto:ce@broward.edu)

**French Conversation Basics** O

Discover how easy it can be to learn common words and phrases for both leisure and business. Each lesson also includes cultural tips. Hand and body gestures mean different things in different cultures.

**EDC 0615** **24 HRS.** **\$135**  
 MTWRF 05/15 24/7 eLearning E2G  
 MTWRF 06/12 24/7 eLearning E2G  
 MTWRF 07/17 24/7 eLearning E2G

**Spanish I** O

For the student that wants to learn the Spanish language for business or personal use. Special emphasis is placed on basic verb usage, sentence structure and vocabulary development. Group participation fosters a friendly, as well as an academic classroom environment.

**EDC 0187** **24 HRS.** **\$135**  
 MTWRF 05/15 On Demand with Instructor E2G  
 MTWRF 06/12 On Demand with Instructor E2G  
 MTWRF 07/17 On Demand with Instructor E2G

**Sign Language** O

Discover the fun of learning sign language and using your hands to communicate. Throughout, you'll learn by watching videos that demonstrate how to make the signs and how to incorporate facial expressions to communicate in this beautiful language. This course is taught using the best practices of the industry with a minimum of audio support.

**EDC 0920** **24 HRS.** **\$135**  
 MTWRF 05/15 On Demand with Instructor E2G  
 MTWRF 06/12 On Demand with Instructor E2G  
 MTWRF 07/17 On Demand with Instructor E2G

**Spanish for Healthcare Professionals** O

<https://www.ed2go.com/browardcc/online-courses/learn-spanish-for-medical-professionals/>



**Online Teaching Certificate** O

This certificate offers instruction on the major models, tools, and techniques in creating and delivering online learning. It reviews the fundamentals of general learning theory and how it can be applied in practice, to online design and instruction, including a brief survey of the technology employed in online learning, best practices for teaching online, strategies for integrating narrative learning into an educational curriculum, and the basics of developing accessible online learning.

**EDI 0615** **22 HRS.** **\$320**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

**Child Development Associate Training** O

Childcare professionals play a vital role in early childhood development. This 100% course will train you for a career in child development and help you pass the Council of Professional Recognition's CDA certification exam. Key topics include procedures and strategies for creating a safe and enriching childcare environment.

**EDI 0615** **120 HRS.** **\$1,295**  
 MTWRF 24/7 eLearning E2G

**Teacher's Aide Paraprofessional** O

Learn how paraprofessional assist with classroom instruction and build a foundation in classroom management. Develop strategies to support students in reading, writing, and math. Prepare for the ETS ParaPro Assessment exam.

**EDI 0756** **130 HRS.** **\$1,695**  
 MTWRF 05/15 24/7 eLearning E2G  
 MTWRF 06/12 24/7 eLearning E2G  
 MTWRF 07/17 24/7 eLearning E2G

**GED Exam Prep**

GED® -General Education Development or General Education Diploma. The GED® is an internationally recognized test, which serves as a high school equivalency exam. With four distinct parts; Reasoning Through Language Arts, Social Studies, Science, and Math; the GED® exam is comprehensive and challenging. Courses in this category are designed to help learners identify gaps and focus on areas of weakness in preparation for the exam.

**GED Exam Prep** O

**EDI 0615** **320 HRS.** **\$99**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

**Mathematical Reasoning** O

**EDI 0615** **80 HRS.** **\$29**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

**Language Arts Reasoning** O

**EDI 0615** **80 HRS.** **\$29**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

**Science** O

**EDI 0615** **80 HRS.** **\$29**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

**Social Studies** O

**EDI 0615** **80 HRS.** **\$29**  
 MTWRF 05/15 24/7 eLearning ME  
 MTWRF 06/12 24/7 eLearning ME  
 MTWRF 07/17 24/7 eLearning ME

Click on the "Course Title" to Register or browse additional course details



Click on the "Course Title" to Register or browse additional course details

**2-15 Life, Health & Variable Annuity** O

Topics covered include Federal and State Regulations, Legal Concepts of the Insurance Contract, Life and Health Insurance, Annuities, Health and Accident Insurance, and Disability and Medical Reimbursement. It is designed and taught to comply with the state requirements for the Life, Health and Annuities education state examination.

<b>94549</b>	<b>60 HRS.</b>	<b>\$119</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**2-20 Property & Casualty/General Lines** (NEW!) O

The course covers underwriting, types of policies, provisions, riders, options, and exclusions. It explores personal, family, and business use of life insurance products, as well as major tax considerations. Learn Florida and Federal laws and regulations governing insurance transactions and dealings with the public. It is designed and taught to comply with the state requirements for the General Lines Agents State examination.

<b>123542</b>	<b>200 HRS.</b>	<b>\$460</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**4-40 Registered Customer Service** O

Topics covered include Automobile, Property Insurance, Inland Marine, Crime, Workers Compensation, General Liability, and Health Insurance. Successful completion of this course exempts you from the state exam and allows you to apply with the Department of Financial Services for the state issued 4-40 RCSR license.

<b>94898</b>	<b>40 HRS.</b>	<b>\$360</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**4-40 to 2-20 Conversion Property & Casualty General Lines** O

This course offers the fastest, most affordable and convenient way to become a licensed Property & Casualty General Lines Agent if you have had at least one year of responsible insurance duties as a licensed and appointed Customer Representative (4-40), or a Personal Lines Agent (20- 44), or a Service Representative (0-55). Convert your 4-40, 0-55, or 20-44 license to a full 2-20 General Lines license.

<b>98770</b>	<b>40 HRS.</b>	<b>\$360</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**3-20 or 6-20 Accredited Claim Adjuster** O

Become a licensed Accredited Claims Adjuster with this 40-hour course. It is designed and taught to comply with the state requirements for Accredited Claims Adjuster examination. After completion of this course, you will receive the Accredited Claims Adjuster designation which allows you to apply to the Florida Department of Financial Services for your choice of 3-20 Public Adjuster or 6-20 All-Lines license.

<b>98773</b>	<b>40 HRS.</b>	<b>\$360</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**REAL ESTATE**

**APPROVED BY THE STATE OF FLORIDA**



**Real Estate: FREC 1** O

There has never been a better time to get your Florida Real Estate License. Start your training today by enrolling in the FREC 1 (Florida Real Estate Course). FREC 1 Course is an introduction to the basic principles and theories of real estate property, its economic value, and the legal aspects of real estate law affecting salespersons. Successful completion qualifies candidates to apply for the State of Florida Salesperson's License Exam.

<b>EDC 0590</b>	<b>63 HRS.</b>	<b>\$299</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

**Real Estate Investing** O

Develop a plan for your own investing efforts based on your personality and investing objectives. You'll learn how to invest in foreclosures, manage a rehab project, and build your team of real estate professionals (title officers, lawyers, accountants, mortgage brokers, appraisers, and more).

<b>EDI 0615</b>	<b>24 HRS.</b>	<b>\$135</b>
MTWRF 05/15	On Demand with Instructor	E2G
MTWRF 06/12	On Demand with Instructor	E2G
MTWRF 07/17	On Demand with Instructor	E2G

**20-44 Personal Lines Agent** O

Topics covered include Personal Automobile, Property Insurance, Inland Marine, Homeowners, and Dwelling and Related Coverages. It is designed and taught to comply with the state requirements for the Personal Lines Agents state examination.

<b>95149</b>	<b>60 HRS.</b>	<b>\$360</b>
MTWRF 05/15	On Demand with Instructor	OLT
MTWRF 06/12	On Demand with Instructor	OLT
MTWRF 07/17	On Demand with Instructor	OLT

Click on the "Course Title" to Register or browse additional course details

Click on the "Course Title" to Register or browse additional course details



- **Home Inspection** This course will help you prepare for a career as a home inspector. You will learn best practices for inspecting residential construction, including inspection guidelines, identifying common defects, reporting methodologies, and risk management.
- **Residential Electrician** From updating existing buildings to building construction, demand for electricians is on the rise. This course will train you for an entry-level career as an electrician by teaching you the fundamental skills
- **Plumbing Foundations** This course trains for a career in plumbing. You will learn specialized plumbing skills and terminology for residential, commercial, and industrial plumbing systems.

**Drones UAS**

The Part 107 regulatory action requires special piloting license for commercial use of drones based on the Federal Aviation Administration (FAA) incorporated licensing guidelines for small Unmanned Aircrafts (sUAS).

Complete this training to pass the FAA's Aeronautical Knowledge Test and become FAA-certified drone pilots.

This self-paced online training program has a 99% success pass rate and includes 70+ video lessons that cover the 120+ concepts that the FAA has outlined in their UAS Airman Certification Standards across 5 key areas:

- Drone Laws & FAA Regulations
- Weather & Micrometeorology
- National Airspace System (NAS)
- Drone Flight Operations
- UAS Loading & Performance

**Remote Pilot In Command Certificate FAA UAG** B

Learn to pilot a drone and develop piloting practices for the operation of small Unmanned Aircraft Systems (sUAS/Drones). Part II of this program will prepare you for the Federal Aviation Administration (FAA) Airman Knowledge Test (AKT). Earn the Remote Pilot-In-Command Credential. Prepare for the FAA Airman Knowledge Test (AKT) for the Unmanned Aircraft-General (UAG) written examination.

<b>EDI 0918</b>	<b>16 HRS.</b>	<b>\$299</b>
MTWRF	05/16-07/01	Online 746504

**TRUST (The Recreational UAS Safety Test)** O

New-launched June 2021. FAA-approved Test Administrator of TRUST for Recreational Flyers of Drones. Short 30 minutes course is required for U.S. recreational flyers of drones. No prior drone knowledge needed to succeed.

Unlimited attempts to pass.  
**EDI 0615**                      **30 MINS**                      **FREE**

**Additional Information ce@broward.edu**

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Click on the "Course Title" to Register or browse additional course details





Click on the “Course Title” to **Register** or browse additional course details

## Mini “MBA” Five-Day Workshop **S**

Immerse yourself in this one-of-a-kind program covering all the vital business skills you need to make sound business decisions. Learn to handle data, reduce risks and manage people, processes and new technology. Prepare yourself to innovate, strategize and lead with success. This hands-on, 5-day intensive course is different from all others and includes case studies, team exercises, self-assessments and videos. You'll create financial statements, worksheets and a SWOT analysis, and will participate in a business challenge simulation on the final day.

### KEY COURSE BENEFITS

- Communicate and collaborate effectively
- Improve how you manage people
- Speak Finance
- Strategize and Manage risks
- Enhance creativity and innovation
- Sharpen your leadership skills

### Business Challenge SIMULATION PROJECT

Apply your new knowledge, skills and behaviors in this virtual capstone

### WHO SHOULD ATTEND

Business professionals who need a well-rounded, practical set of business acumen skills.

This workshop does not award a degree.

For information: [ce@broward.edu](mailto:ce@broward.edu)

## Partnering with Your Boss **O**

Become a proactive partner with your boss. You are often called upon to communicate, plan, organize, negotiate and participate in decision making at very high levels. Attend this seminar and master techniques for effective goal setting, prioritizing, planning, decision making, relationship building and listening. Learn how to communicate confidently and assertively—and develop and use power and authority.

### KEY COURSE BENEFITS

- Consistently anticipate your boss's needs
- Gain the respect of your boss and be taken seriously
- Confidently represent your boss
- Be seen by your boss and by others as a valuable professional resource
- Develop a trusting relationship with your boss
- Partner with multiple bosses and other office professionals

### Business Challenge SIMULATION PROJECT

Apply your new knowledge, skills and behaviors in this virtual capstone

### WHO SHOULD ATTEND

Senior administrative support staff, executive secretaries, administrative professionals, staff assistants and executive assistants.

For information: [ce@broward.edu](mailto:ce@broward.edu)

## LEAN Process Improvement Delivering More with Less **O**

Apply LEAN fundamentals to reduce inefficiencies, lower costs and increase revenue. LEAN process improvement tools offer simple fixes that will change your thinking, improve your operations and deliver quick solutions. In this course, you'll discover there are 7 types of waste and several methods to eliminate. You will learn to map the customer value stream and determine which activities add value to the customer and which do not. A highly interactive case study will cement the learning as you participate in repairing a broken process with instructor guidance utilizing LEAN tools and principles.

### WHAT YOU WILL COVER

- Understanding LEAN methodology concepts
- Mapping the customer value stream
- Identifying LEAN metrics
- Discerning the connection between LEAN and Six Sigma
- Grasping the 7 types of waste
- Implementing LEAN tools to decrease process waste

### WHO SHOULD ATTEND

Anyone looking to project a positive image and distinctive presence professionally.

For information: [ce@broward.edu](mailto:ce@broward.edu)

## Making the Transition to Management **O**

Now that you've been promoted, do you know how to be the boss? Here's where you'll lay the foundation for your management career and get easy-to-apply tools to make a successful transition into your new role. In just two days you will gain the practical know-how you need—and the confidence you want—to step in as an effective new manager.

### KEY COURSE BENEFITS

- Understand your new managerial responsibilities
- Establish credibility and effective work styles
- Build alliances with peer managers
- Master the basic management concepts of coaching, communication, motivation, delegation and performance
- Become an effective member of the management team

### WHAT YOU WILL COVER

- Adopting a new manager mindset
- Knowing the business: operational and tactical planning; action
- Understanding others: strengthening communication, roles and responsibilities
- Recognizing contributions and challenges of different styles
- Using a structured approach to plan and organize work
- Creating solutions to management challenges

### WHO SHOULD ATTEND

Professionals who need practical business acumen skills.

For information: [ce@broward.edu](mailto:ce@broward.edu)

Click on the “Course Title” to **Register** or browse additional course details



# 2024 BUSINESS & HEALTHCARE

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HEALTH



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#### Healthcare Administrators

Let's address the healthcare staff shortage together! Contact us: [Training request form](#) or [ce@broward.edu](mailto:ce@broward.edu) to learn how we can solve your institution's needs.

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- Scale your Business



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- B** Blended Classroom
- S** Self-guided with Instructor Self-paced
- O** Online Self-paced
- C** On-campus Classroom





# EMPLOYER In the Spotlight



## Broward College recognizes Sunshine Health as a Premier Community Partner!

We celebrate Sunshine Health for prioritizing talent development by investing in training initiatives and recognizing the value of workforce development in Broward County.

Sunshine Health provides generous grant support so Broward College students can participate in healthcare certificate programs at their Lauderhill Community Connections Center.

Sunshine Health is among the largest healthcare plans in Florida. Offering coordinated care and a network of support for its 2.5 million members, Sunshine Health is transforming the health of the community, one person at a time. Sunshine Health is a wholly owned subsidiary of Centene Corporation, a leading healthcare enterprise that is committed to helping people live healthier lives.

### Company Highlights

Sunshine Health is committed to improving the health of the community, one individual at a time.

**Specialties:** Sunshine Health offers government-sponsored managed care through Medicaid and Specialty Products, Long Term Care, the Health Insurance Marketplace (Ambetter), and Medicare Advantage and Prescription Drug Plans (Wellcare). Sunshine Health also operates the Children's Medical Services Health Plan on behalf of the Florida Department of Health.

**Industry:** Healthcare.

**Size:** 600 employees.

Find out more about Sunshine Health at [www.sunshinehealth.com](http://www.sunshinehealth.com)

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4-Month Pass\* | \$399 for 4 Online Courses within 4 months  
\*Pass can be used by same or different student. Info: [ce@broward.edu](mailto:ce@broward.edu)





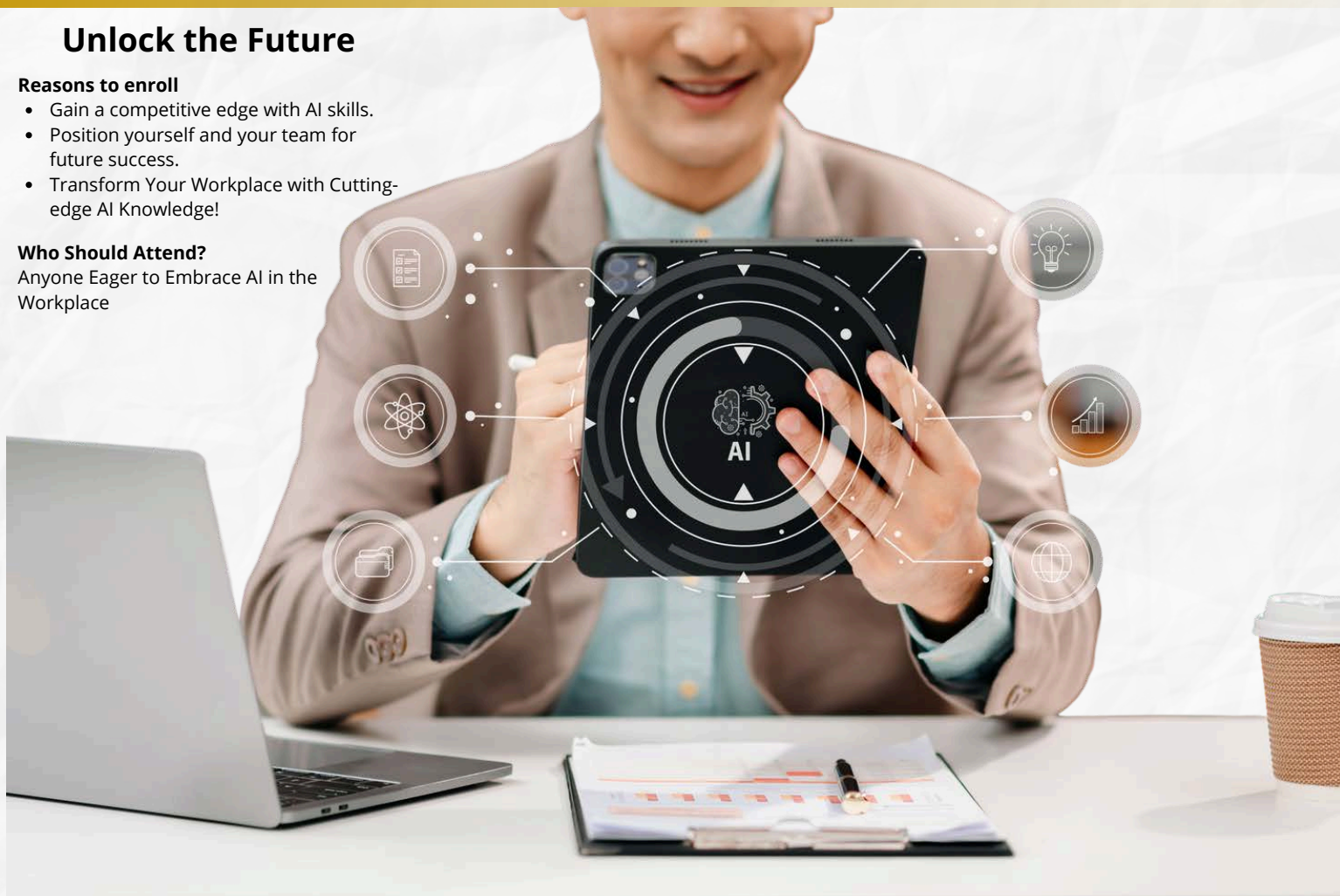
## Unlock the Future

### Reasons to enroll

- Gain a competitive edge with AI skills.
- Position yourself and your team for future success.
- Transform Your Workplace with Cutting-edge AI Knowledge!

### Who Should Attend?

Anyone Eager to Embrace AI in the Workplace



### Artificial Intelligence (AI) for the Workplace 4 - Part Suite **B**

Embark on a journey of innovation and efficiency with this Micro-Learn short course series Integrating AI in the Workplace training program. Elevate your skills and thrive using real-world application, exercises to implement solutions in the workplace immediately. Course includes: AI Career Essentials, ChatGPT Prompts, Workplace applications and ethics.

**EDE0487**      **24 HRS.**      **\$199**  
 MTWRF 06/03-06/24 10:00am-4:00pm CEN 745792

### ChatGPT Prompts - Introduction Part-1 **B**

Welcome to the exciting world of ChatGPT prompts! In this course, you will learn the fundamentals of using ChatGPT to generate creative and engaging conversations. Whether you're new to the world of AI, a content creator, or simply curious about AI, this course will equip you with the necessary skills to interact effectively with ChatGPT.

**EDE0299**      **6 HRS.**      **\$59**  
 MTWRF 06/03 10:00am-4:00pm CEN 745801

### AI – Workplace Applications Part-2 **B**

Gain an understanding of how artificial intelligence (AI) is transforming the modern workplace. Whether you're a business professional, a manager, or an aspiring AI practitioner, this course will equip you with the knowledge and skills to leverage AI technologies for various workplace industries. (Business, Healthcare, Education, IT, etc.)

**EDE0307**      **6 HRS.**      **\$59**  
 MTWRF 06/17 10:00am-4:00pm CEN 745817

### Generative AI – Your Career Essentials Part-3 **B**

Learn foundational Generative AI knowledge and skills necessary for your career. Whether you're a student, a professional looking to learn and apply AI in the workplace, or simply curious about generative AI, this course will equip you with the essential tools and insights to kickstart your journey.

**EDE0303**      **6 HRS.**      **\$59**  
 MTWRF 06/10 10:00am-4:00pm CEN 745812

### ChatGPT Ethics - Basic Part-4 **B**

Delves into the ethical considerations surrounding the use of basic chatbot models, focusing on responsible and respectful interactions. Explore ethical AI communication to gain basic skills to engage with chatbots ethically.

**EDE0395**      **6 HRS.**      **\$59**  
 MTWRF 06/24 10:00am-4:00pm CEN 745818

### Introduction to Artificial Intelligence **O**

Gain a foundational knowledge of the science behind creating computer systems that can perform tasks typically requiring human intelligence in this introductory artificial intelligence (AI) course.

**T 14257**      **24 HRS.**      **\$135**  
 MTWRF 05/15 24/7 eLearning E2G  
 MTWRF 06/12 24/7 eLearning E2G  
 MTWRF 07/17 24/7 eLearning E2G

### Introduction to Machine Learning **O**

**T 14287**      **24 HRS.**      **\$135**  
 MTWRF 05/15 24/7 eLearning E2G  
 MTWRF 06/12 24/7 eLearning E2G  
 MTWRF 07/17 24/7 eLearning E2G

### Additional upcoming AI courses:

- CoPilot for Microsoft Office 365 - Introduction

Click on the "Course Title" to Register or browse additional course details



# KIDS & TEENS SUMMER

WORKFORCE AND CONTINUING EDUCATION

(Ages 10-17)

# College



For past events click or scan the QR code

Preparing Kids to be Future Ready

Artificial Intelligence

Career Explore

HealthCare

Project Management

STEM

Drones

Get Certified



Immersive Programs

## BROWARD COLLEGE

Information Sessions May 29 & June 4, 11 & 17  
[Broward.edu/Youth](http://Broward.edu/Youth)



Register



Click on the "Course Title" to Register or browse additional course details



## In-Person and Virtual Skills Lab

### **Nursing Assistant Program B**

This course prepares students to work with people of various demographics and establish foundational skills that expand their understanding of Nursing Assistants in healthcare. Topics covered include, safety, basic nursing care, rehabilitation and restorative care, infection control and patient care. The course also includes interactive activities, simulated laboratory experiences and hands-on skills in a designated clinical setting

<b>CAE 0360</b>	<b>125 HRS.</b>	<b>\$2,499</b>
MTWRF 05/29-07/16	6:00pm-9:00pm CEN	742653
TR 06/23-08/01	6:00pm-9:00pm CEN	742652

### **Personal and Home Health Assistant w/Skills B**

This 24 hour course will provide the BC nursing student with a Home Health Aide certificate & eligibility to work for home health agencies.

<b>CAE0737</b>	<b>24 HRS.</b>	<b>\$999</b>
R 07/12-07/26	1:00pm-4:00pm SUN	742664
R 07/25-08/08	1:00pm-4:00pm YMCA	742663

### **Medical Billing & Coding O**

Learn pharmacy medical terminology, pharmacy calculations, reading and interpreting prescriptions, defining generic and brand names drugs to prepare you for the NHA National Certification.

<b>CAE 0691</b>	<b>120 HRS.</b>	<b>\$2,199</b>
MTWTR 05/15-08/30	24/7 elearning	WEB

### **Clinical Medical Assistant B**

Prepare to perform various clinical tasks such as assisting with minor medical procedures and administering medications, performing EKG electrocardiograms, obtaining laboratory specimens, etc.

<b>CAE 0747</b>	<b>140 HRS.</b>	<b>\$2,969</b>
MW 05/13-08/07	1:00pm-4:00pm CEN	742576
TR 05/20-08/15	6:00pm-9:30pm CEN	742579

### **Phlebotomy Technician C**

Learn how to safely obtain patient's blood specimens by venipuncture and micro-collection for laboratory analysis. Topics in this course include related anatomy and physiology and procedures for collection of other types of specimens.

<b>CAE 0756</b>	<b>90 HRS.</b>	<b>\$1,649</b>
TR 06/04-07/02	6:00pm-9:00pm CEN	742634
MW 07/08-08/01	6:00pm-9:00pm CEN	742635

### **EKG Technician B**

EKG technicians are in demand! This program covers topics and processes critical to conducting and interpreting EKGs as an important member of the healthcare team.

<b>CAE 0765</b>	<b>90 HRS.</b>	<b>\$1,649</b>
R 06/06-07/18	1:00pm-4:00pm SUN	742657
MW 07/01-08/01	1:00pm-4:00pm YMCA	742658

### **Electronic Health Records B**

Learners will review the implementation and management of electronic health information using common electronic data interchange systems and maintaining the medical, legal, accreditation and regulatory requirements of the electronic health record.

<b>CAE 0703</b>	<b>50 HRS.</b>	<b>\$1,649</b>
F 07/17-08/07	1:00pm-4:00pm YMCA	742660

### **Health Career Core C B**

Learn basic medical terminology and technology, first aid skills, and how to measure vital signs. You'll also learn about blood borne diseases, infection control and ethical issues in healthcare.

<b>CAE 0763</b>	<b>90 HRS.</b>	<b>\$699</b>
T 07/09-07/30	1:00pm-4:00pm YMCA	742824

### **Patient Revenue Cycle B**

Serve as a crucial staff member handling tasks such as billing, payments and collections in a healthcare setting. Program addresses the patient-centric revenue cycle and a firm understanding of the process.

<b>CAE 0766</b>	<b>15 HRS.</b>	<b>\$699</b>
M 07/15-07/29	9:00am-1:00pm SUN	742662

### **Pharmacy Technician C B**

This comprehensive course will prepare students to enter the pharmacy field and take the pharmacy technician certification.

<b>CAE 0722</b>	<b>150 HRS.</b>	<b>\$1,649</b>
M 05/20-07/15	6:00pm-9:00pm CEN	742636

### **Patient Care Technician B**

This course provides students technical skills necessary to service complex patient personal care and medical assisting issues including the implementation of selected portions of a specific care plan that may include rehabilitation services, bedside care, collection of laboratory specimens, phlebotomy, and EKG's. Patient Care Technicians work alongside doctors, nurses, medical assistants, and other healthcare providers to oversee and monitor patients.

<b>CAE 0762</b>	<b>160 HRS.</b>	<b>\$2,399</b>
MW 05/13-07/31	6:00pm-9:00pm YMCA	742665
TR 05/14-08/01	6:00pm-9:00pm CEN	742641

### **Medical Administrative Assistant C B**

This program prepares students to function effectively in many of the administrative and support positions at hospitals, physician practices and with other healthcare providers.

<b>CAE 0764</b>	<b>50 HRS.</b>	<b>\$1,649</b>
M 07/08-07/31	1:00pm-4:00pm SUN	742661

### **Basic Life Support (BLS) C**

The basic rescuer training is intended to provide the student with information about prudent heart living, prevention of unnecessary death from heart attack, signals and actions for survival, as well as mastery of the skills involved in CPR 1 and 2 person, obstructed airway and infant CPR.

<b>CAE 0062</b>	<b>4.5 HRS.</b>	<b>\$100</b>
S 05/18	8:30am-1:00pm CEN	742564
W 05/22	5:30pm-10:00pm CEN	742573
W 06/12	5:30pm-10:00pm CEN	742574
S 06/15	8:30am-1:00pm CEN	742566
S 07/06	8:30am-1:00pm CEN	742567
S 07/13	8:30am-1:00pm CEN	742568
S 07/20	8:30am-1:00pm CEN	742569
W 07/24	5:30pm-10:00pm CEN	742575
S 07/27	8:30am-1:00pm CEN	742570



Training Center



Click on the "Course Title" to Register or browse additional course details



**LIFELIKE - Immersive experience that mirrors real-life medical scenarios. B**

BODYINTERACT- (RN Virtual Patient Scenarios- Clinical Education: Innovative Didactic with virtual Patients). while developing procedural competence through virtual patient with measured assessments Peek: <https://youtu.be/3xXbiTcJ32w>

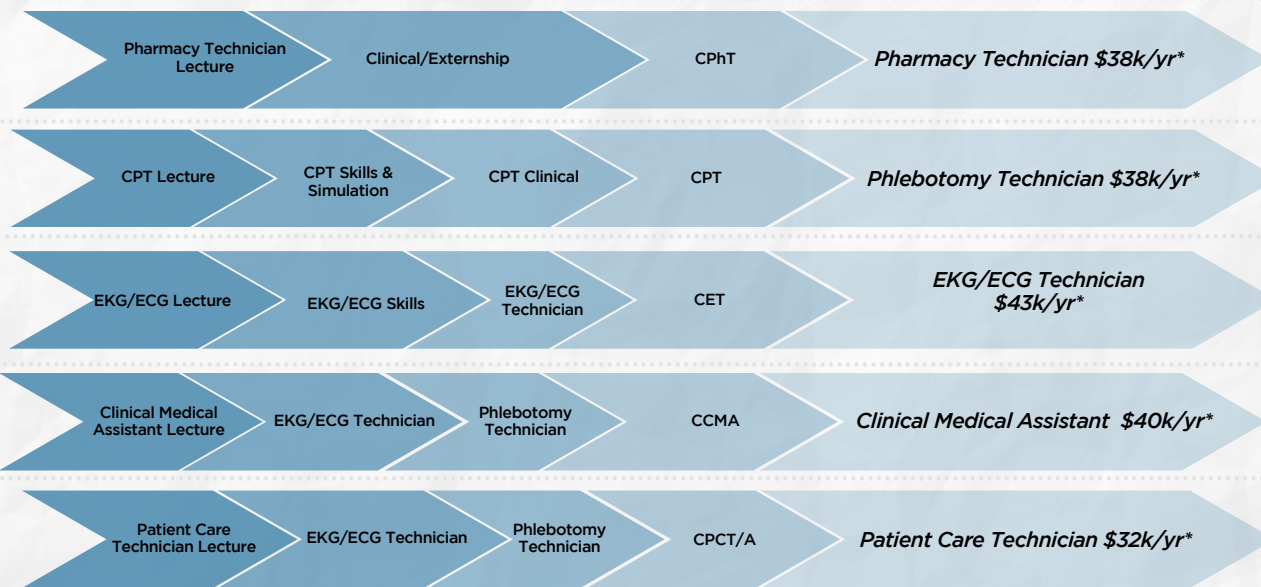


**Classroom Includes:**

- Skills stations
- Simulation area
- Medical equipment

Fully immersive Augmented Reality (AR) enriched experience allows students to practice advanced patient care in a virtual zero-risk clinical training environment designed to reduce the frequency of medical errors in a real healthcare setting.





\* Median salary in Broward County based on Lightcast, 2023

## Anatomy of a Digital Badges



## Earn your Micro Credentials & DIGITAL BADGE

Share your accomplishments with colleagues and employers

- Step 1: Select and Enroll in a Micro-Credential course.
- Step 2: Complete Requirements and receive Micro-Credential.
- Step 3: Earn your Badge.
- Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.



Watch this video to learn how they work.



Click on the "Course Title" to **Register** or browse additional course details

### Professional Bundle- BC Online **S**

Bundle includes 6 fully online, self-paced courses that meet state requirements for license renewal HIV/Aids, Domestic Violence, Prevention of Medical Errors, TB/OSHA/Hepatitis, Florida Laws & Rules, and Recognizing Impairment in the Workplace.

<b>CAE 0758</b>	<b>20 HRS.</b>	<b>\$150</b>
MTWRF 05/13-06/28	24/7 Online CEN	742624
MTWRF 06/29-08/10	24/7 Online CEN	742625

### HIV/AIDS - BC Online **S**

This is a fully online, self-study course, designed to provide instruction on the current trends in HIV transmission, treatment for HIV/AIDS, occupational transmission of HIV, and the Center for Disease Control (CDC) recommendations for HIV testing.

<b>CAE 0616</b>	<b>4 HRS.</b>	<b>\$40</b>
MTWRF 05/13-06/28	24/7 Online CEN	742620
MTWRF 06/29-08/10	24/7 Online CEN	742621

### Domestic Violence - BC Online **S**

Learn the reporting requirements for healthcare workers regarding domestic violence to including partner and domestic abuse, child and elder abuse.

<b>CAE 0615</b>	<b>2 HRS.</b>	<b>\$27</b>
MTWRF 05/13-06/28	24/7 Online CEN	742580
MTWRF 06/29-08/10	24/7 Online CEN	742581

### Prevention of Medical Errors - BC Online **S**

This is a fully online self-study course, designed to provide instruction on medical errors, factors related to their occurrence, methods to prevent their occurrence, and processes and strategies to improve patient outcomes.

<b>CAE 0617</b>	<b>2 HRS.</b>	<b>\$27</b>
MTWRF 05/13-06/28	24/7 Online CEN	742629
MTWRF 06/29-08/10	24/7 Online CEN	742630

### TB/OSHA/Hep. - BC Online **S**

This is a fully online, self-study course, designed to provide instruction on OSHA regulations, infection control, hepatitis, and tuberculosis.

<b>CAE 0663</b>	<b>6 HRS.</b>	<b>\$60</b>
MTWRF 05/13-06/28	24/7 Online CEN	742622
MTWRF 06/29-08/10	24/7 Online CEN	742623

### Florida Laws & Rules - Nursing - BC Online **S**

A fully online self-study course designed to provide a review of Florida laws and rules related to the practice of nursing. The target audience for this course is registered nurses, clinical nurse specialists, advanced registered nurse practitioners, licensed practical nurses, and certified nursing assistants.

<b>CAE 0657</b>	<b>2 HRS.</b>	<b>\$27</b>
MTWRF 05/13-06/28	24/7 Online CEN	742582
MTWRF 06/29-08/10	24/7 Online CEN	742617

### Florida Laws & Rules - Respiratory - Online **S**

A fully online self-study course designed to provide a review of Florida laws and rules related to the practice of respiratory therapy. The target audience for this course is respiratory therapists.

<b>CAE 0656</b>	<b>2 HRS.</b>	<b>\$27</b>
MTWRF 05/13-06/28	24/7 Online CEN	742618
MTWRF 06/29-08/10	24/7 Online CEN	742619

### Recognizing Impairment in the Workplace - BC Online **S**

The purpose of this course is to make Florida nurses aware of the impact of workplace impairment and to provide education on recognition, reporting, and support program for the impaired provider.

<b>CAE 0671</b>	<b>2 HRS.</b>	<b>\$27</b>
MTWRF 05/13-06/28	24/7 Online CEN	742627
MTWRF 06/28-08/10	24/7 Online CEN	742628

### Mini Healthcare Core **S**

This course is packed with essential healthcare skills with a focus on: Medical math, Medical terminology, BLS overview, Professionalism for Healthcare workers and more.

<b>CAE 0767</b>	<b>6 HRS.</b>	<b>\$79</b>
MTWRF 05/13-06/28	Online	742654
MTWRF 06/29-08/10	Online	742655

### Medical Math **S**

Improve your mathematical knowledge as it relates to areas in the medical field. Practice the skills to identify, solve, and apply mathematical principles in various medical settings. This course provides a review of mathematical operations, application, and calculation of medication dosages.

### Medical Terminology **S**

Gain the necessary knowledge and abilities to confidently tackle the most complicated of medical terms and use this ability throughout your career. Lay the foundation to your career with a well-rounded introduction to medical terminology.

### RN Refresher- Self-guided with Instructor **S**

The Nurse Refresher Course is designed for nurses returning to the clinical setting. Students will explore current nursing practices and issues and learn about the most up to date standards of practice. A review of body systems, intravenous therapy, fluids and electrolytes, and management of common disorders will provide a level of comfort when returning to patient care.

<b>CAE 0623</b>	<b>85 HRS.</b>	<b>\$1,499</b>
MTWRF 07/08-08/09	Online Central	742633

License and per-requisite required



Connects licensing boards, education providers, and licensed professionals

## Micro Credentials & DIGITAL BADGE

Share your accomplishments with colleagues and employers

### Anatomy of a Digital Badges



Watch this video to learn how they work.

Earn, Stack, and Share your Micro-Credentials: Step 1: Select and Enroll in a Micro- Credential course. Step 2: Complete Requirements and receive Micro-Credential. Step 3: Earn your Badge. Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.

Click on the "Course Title" to **Register** or browse additional course details

Click on the "Course Title" to Register or browse additional course details

## Phlebotomy Technician (CPT) **C**

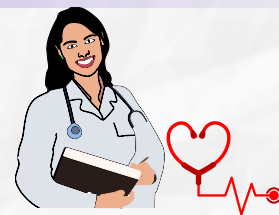
This course will discuss the principles of phlebotomy and techniques for drawing blood while utilizing safety procedures and proper standards. Students will learn terminology, types of specimens, and skills needed to perform venipuncture and capillary collection techniques. In-person and Virtual Skills Lab included!

Certification: CPT, National Healthcareer Association (NHA)

<b>CAE 0756</b>	<b>90 HRS.</b>	<b>\$1,649</b>
TR 06/04-07/02	6:00pm-9:00pm CEN	742634
MW 07/08-08/01	6:00pm-9:00pm CEN	742635

**8%**

Employment of Phlebotomy Technician is expected to grow 8% through 2032 (Bureau of Labor Statistics)



In-Person and Virtual Skills Lab



## Pharmacy Technician **B**



Prepare to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCEB exam. Learn pharmacy medical terminology, pharmacy calculations, reading and interpreting prescriptions, defining generic and brand name drugs and much more. Program also includes an optional clinical externship at a local healthcare provider. High School Diploma or GED required to sit for National Certification exam.

<b>CAE 0722</b>	<b>150 HRS.</b>	<b>\$1,649</b>
M 05/20-07/15	6:00pm-9:00pm CEN	742636

### KEY COURSE BENEFITS

- Pharmacy calculations
- Medical terminology specific to the pharmacy
- Skills to read and interpret prescriptions
- Review of the top 200 drugs
- Skills to identify drugs by generic and brand names
- Dosage calculations, I.V. flow rates, drug compounding, and dose conversions
- Dispensing of prescriptions, inventory control, and billing and reimbursement

### WHO SHOULD ATTEND

Individuals looking to work under a registered pharmacist in hospitals, home infusion pharmacies, community pharmacies and other healthcare settings.

**10%**

Employment of Pharmacy Technician is expected to grow 10% through 2032 (Bureau of Labor Statistics)

## EKG Technician (CET) **C**

This course prepares students to perform EKGs and includes basic anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, emergencies related to cardiac testing: syncope, chest pain, and abnormal vitals. Students will also learn about arrhythmias, calculating heart rates, and types of ECGs. Additionally, students will practice with EKG equipment and perform hands on labs including introduction to the function and proper use of the EKG machine.

Certification: CET, National Healthcareer Association (NHA)

<b>CAE 0765</b>	<b>90 HRS.</b>	<b>\$1,649</b>
R 06/06-07/18	1:00pm-4:00pm SUN	742657
MW 07/01-08/01	1:00pm-4:00pm YMCA	742658

**10%**

Employment of EKG Technician is expected to grow 10% through 2032 (Bureau of Labor Statistics)



## BECOME A MEDICAL PROFESSIONAL LEGAL CONSULTANT



Convenient, affordable and effective legal training.

**REGISTER**

### MAKE A DIFFERENCE TODAY!

- Legal Nurse Consultant
- Medical Professional Legal Consultant
- Victim Advocacy Certificate

### CLASSES START MAY 13, 2024

05/13-05/28	24/7	Online
06/03-06/18	24/7	Online
07/22-08/06	24/7	Online

Seats are limited. Email [cewfd@broward.edu](mailto:cewfd@broward.edu) for more information

Click on the "Course Title" to Register or browse additional course details



Click on the "Course Title" to **Register** or browse additional course details

## Medical Billing and Coding **B**

This combined billing and coding course offers the skills needed to perform complex coding and billing procedures. The course covers CPT (Introduction, Guidelines, Evaluation, and Management), specialty fields (such as surgery, radiology, and laboratory), ICD-10 (Implementation and Guidelines), and basic claims processes for insurance reimbursement. Students will learn how to find the service and codes using manuals (CPT, ICD-10 and HCPCS).

**CAE 0691**      **120 HRS.**      **\$2,199**  
 MTWTR 05/15-08/01    24/7    elearning    WEB

**8%**  
 Employment of Medical Billing & coding Technician is expected to grow 8% through 2032 (Bureau of Labor Statistics)



Tuition Assistance Options: pg. 39

## Patient Revenue Cycle **B**

The Revenue Cycle Specialist serves as a crucial staff member handling tasks such as billing, payments and collections in a healthcare setting. Get recognized as a valued contributor to a healthcare organization's revenue cycle process with this level- I course. Program addresses the patient-centric revenue cycle and a firm understanding of the process. Earn a micro credential: Certificate of completion and digital badging.

**CAE 0766**      **15 HRS.**      **\$699**  
 M 07/15-07/29 9:00am-1:00pm    SUN 742662

**8%**  
 Employment of Patient Revenue Cycle Technician is expected to grow 8% through 2032 (Bureau of Labor Statistics)

## Medical Administrative - Assistant (CMAA) **B C**

This course covers information on the medical assisting profession, interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management, and management of practice finances.

**CAE 0764**      **50 HRS.**      **\$1,649**  
 M 07/08-07/31 1:00pm-4:00pm    SUN 742661

**10%**  
 Employment of Medical Administrative Assistant is expected to decline 10% through 2032 (Bureau of Labor Statistics)

## Electronic Health Records - (CEHRS) **B**

This course prepares students to understand and use electronic records in a healthcare setting. This course reviews the implementation and management of electronic health information using common electronic data interchange systems and maintaining the medical, legal, accreditation and regulatory requirements of the electronic health record.

**CAE 0703**      **50 HRS.**      **\$1,649**  
 F 07/17-08/07 1:00pm-4:00pm    YMCA 742660

**8%**  
 Employment of Electronic Health Records Technician is expected to grow 8% through 2020 (Bureau of Labor Statistics)



Click on the "Course Title" to **Register** or browse additional course details

Email to [Register](#)

## Behavior Technician 16 weeks - \$2,500 O

Begin your career with the skills to thrive and earn your credentials as a Registered Behavior Technician (RBT). Learn a series of documentation and protocol rules and regulations by to the Behavior Analyst Certification Board (BACB) guidelines and HIPAA regulations. Learn BCBA material needed for the BACB RBT Certification exam. Both of these are extremely important – this course is offered as part of the RBT training and should be understood prior to taking the BACB examination for the RBT certificate.

Requirement to become a fully certified Registered Behavior Technician include completion of 40-hour training before being eligible to take the RBT exam. Earning the RBT certification demonstrates your expertise in ensuring the proper treatment of your patients and providing excellent customer service.

<b>EDI0019</b>	<b>192 HRS.</b>	<b>\$2,500</b>			
MTWRF	05/15-08/07	24/7	Online	CEN	TBA
MTWRF	06/12-11/27	24/7	Online	CEN	TBA
MTWRF	07/17-10/09	24/7	Online	CEN	TBA

*PLEASE NOTE: This training program is based on the Registered Behavior Technician Task List (2nd ed.) and is designed to meet the 40-hour training requirement for RBT credential. The program is offered independent of BACB. There are additional requirements (outside of training and examination) mandated by the BACB for those on the path to earning the RBT designation. Visit [www.bacb.com/rbt](http://www.bacb.com/rbt) for more information"*

**9%** Employment of Behavior Technician is expected to grow 9% through 2032 (Bureau of Labor Statistics)



## Sterile Processing 14 weeks - \$4,000 O

This three course program includes: Intro to Human Anatomy & Medical Terminology, Professionalism in Allied Health, and Sterile Processing. This program prepares students to become well-rounded Sterile Processing Technicians.

Because graduates will be working in a healthcare facility, it is imperative that they be able to speak and understand the language of medicine and have a fundamental understanding of basic human anatomy and physiology. Sterile processing tasks, by nature, typically involve hands-on interaction, an increased focus is placed on immersion and a high level of interactivity. Upon completion of this program, the student will be eligible to sit for the provisional certification exam for Certified Registered Central Service Technician (CRCST) sponsored by the Healthcare Sterile Processing Association (HSPA, formerly IAHCSSM).

<b>EDI0018</b>	<b>224 HRS.</b>	<b>\$4,000</b>			
MTWRF	05/15-08/21	24/7	Online	CEN	747895
MTWRF	06/12-09/18	24/7	Online	CEN	747896
MTWRF	07/17-10/23	24/7	Online	CEN	747897

*Note: Full certification is obtained after acquiring 400 hours of hands-on sterile processing experience within six months of provisional certification.*

**5%** Employment of Sterile Processing Technician is expected to grow X% through 2020 (Bureau of Labor Statistics)



## Surgical Technician 16 weeks - \$4,000 O

Gain skills to become a Surgical Technologists, also called Operating Room Technicians. Work alongside, and assist surgeons, nurses, and other members of the health care team throughout a surgical operation. This high-earning job is a great opportunity to enter the healthcare industry and work in a fast-paced, stimulating environment.

This program provides students with immersive and virtual hands-on learning experiences. Surgical procedures are demonstrated using virtual tools or live-recorded video and are simulated – allowing the student to immerse him/herself into a virtual experience that is engaging, safe, and repeatable.

This program prepares students to become Tech in Surgery – Certified (TS-C) by the National Center for Competency Testing (NCCT).

Professionals who earn the NCCT designation have the clinical skills and knowledge for maintaining asepsis during surgery, anticipating the surgeon's needs, and remaining attentive to all aspects of the surgical procedure to ensure a safe environment for the patient.

<b>EDI0017</b>	<b>288 HRS.</b>	<b>\$4,000</b>			
MTWRF	05/15-09/18	24/7	Online	CEN	747900
MTWRF	06/12-10/16	24/7	Online	CEN	747901
MTWRF	07/17-11/20	24/7	Online	CEN	747902

**5%** Employment of Surg Technician is expected to grow 5% through 2032 (Bureau of Labor Statistics)

## Medical Lab Assistant 16 weeks - \$4,000 O

A Medical Laboratory Assistant (also known as Lab Aid/Assistant, Specimen Processor/collector), is an important member of the laboratory healthcare team. Learn to collect, prepare, and transport patient specimens, and may perform various testing on blood, urine, and other bodily fluids. Lab Assistants perform the tests and procedures that physicians and other healthcare providers order, which are often used for the diagnosis of disease.

Gain skill to test and examine specimens, then analyze and relay results to the physicians. Learn accurate documentation, records management, and communication with other ordering physicians. Discover use of microscopes, cell counters, and other sophisticated laboratory equipment.

This program provides students with immersive and virtual hands-on learning experiences. Procedures are demonstrated using virtual tools or live-recorded video and are simulated – allowing the students to immerse themselves into a virtual experience that is engaging, safe, and repeatable.

<b>EDI0016</b>	<b>256 HRS.</b>	<b>\$4,000</b>			
MTWRF	05/15-09/04	24/7	Online	CEN	746655
MTWRF	06/12-10/02	24/7	Online	CEN	747893
MTWRF	07/17-11/06	24/7	Online	CEN	747894

Email to [Register](#)

Learn your way

- B**  
Blended  
Classroom
- S**  
Self-guided  
with Instructor
- O**  
Online  
Self-paced
- C**  
On-campus  
Classroom







- Classroom Includes:**
- Skills stations
  - Simulation area
  - Medical equipment



GAIN MEDICAL EXPERIENCE **C**



**PRACTICE ADVANCED PATIENT CARE IN A VIRTUAL ZERO-RISK CLINICAL TRAINING ENVIRONMENT**



## IMMERSIVE EXPERIENCE THAT MIRRORS REAL-LIFE MEDICAL SCENARIOS

Fully immersive Augmented Reality (AR) enriched experience that merges the physical environment, with a digital simulation, allowing students to practice advanced patient care in a virtual zero-risk clinical training environment designed to reduce the frequency of medical errors in a real healthcare setting.



**PRACTICE ADVANCED PATIENT CARE IN A VIRTUAL ZERO-RISK CLINICAL TRAINING ENVIRONMENT**



**SKILLS **C****

## IMMERSIVE EXPERIENCE

Learn in demand healthcare skills in our powerful teaching environment with hands-free (no headsets or a screen) AR system. Discover sensor-based Smart Peripherals that mimics clinical instruments and advance learning across multiple healthcare Continuing Education courses.

****C** SKILLS**

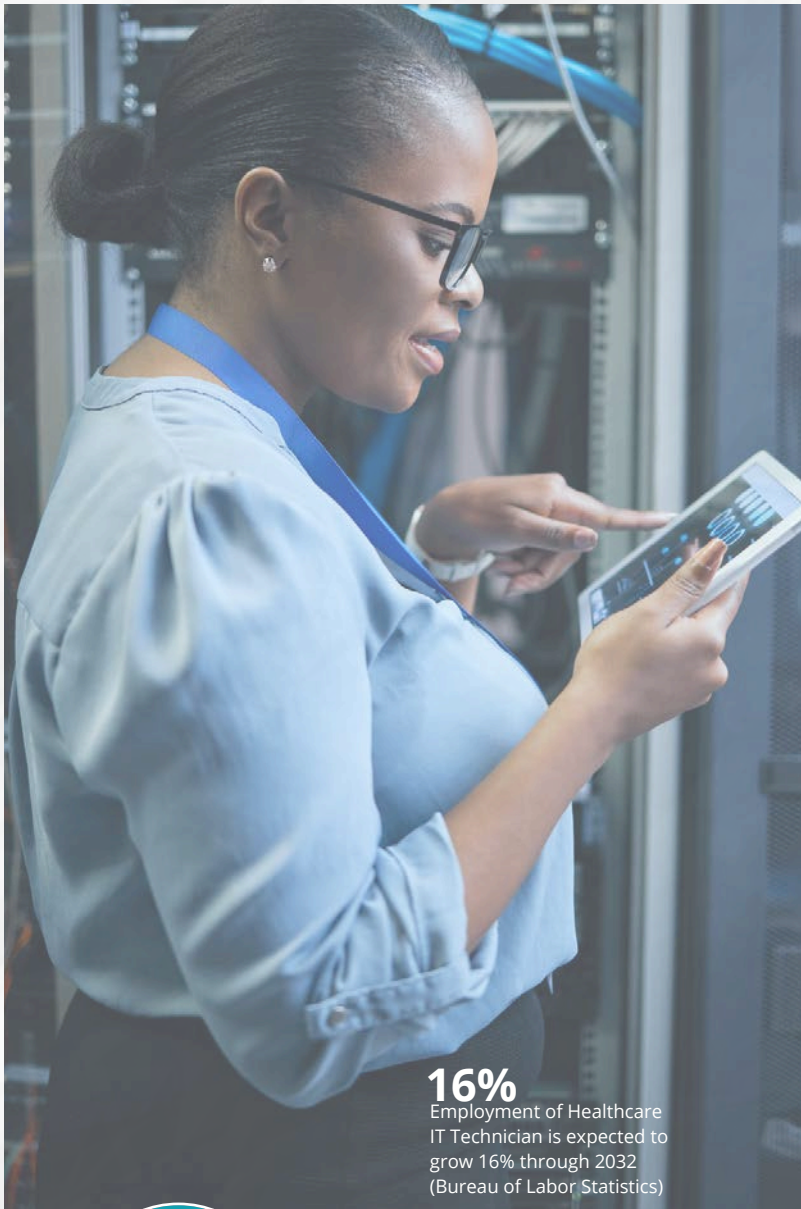


## SMART PERIPHERALS™

sensor-based Smart Peripherals mimics clinical instruments to measure user actions and provide real-time feedback during simulations.

- Smart IV Sleeve™ –administration of simulated drugs
- Smart Stethoscope™ – patient assessment
- Smart Scalpel™ - virtual dissection and anatomy exploration
- Smart Ultrasound™ - simulated advanced ultrasound imaging
- Smart Airway™ - tracks intubation and airway management
- Smart CPR™ - correctly administer CPR
- Smart Needle™ - develop skills involving needle insertion

Click on the "Course Title" to **Register** or browse additional course details



**16%**  
Employment of Healthcare IT Technician is expected to grow 16% through 2032 (Bureau of Labor Statistics)

## Healthcare IT (HIT) **O**

The Healthcare IT field is booming with development in technology and migration from paper files to electronic records. In our Healthcare IT Certification Training, you'll get to choose your path for certification through either a Healthcare or a Technical focus. Both paths cover medical office procedures & administration and Healthcare IT certification basics. The healthcare-focused path concentrates on Electronic Health Records and CompTIA A+ certification and prepares you for the CEHRS and A+ exams. Whereas the more technical path is focused on CompTIA A+ and Network+ certifications.

ED10020	384 HRS.	\$4,000
MTWRF 05/15-10/30	24/7	Online CEN 746654
MTWRF 06/12-27/06	24/7	Online CEN 747891
MTWRF 07/17-01/01	24/7	Online CEN 747892

After completing our program and passing the Healthcare IT certification exams, you'll be qualified for opportunities like Practice Workflow and Information Specialist, Management Redesign Specialist, Clinician/Practitioner Consultant, Implementation Support Specialist/Manager, PC Technician, Technical/Software Support Specialist, Technology Specialist and more!



Earn Your Micro Credentials & **DIGITAL BADGE**  
Share your accomplishments with colleagues and employers

### Anatomy of a Digital Badges



Watch this video to learn how they work.

- Step 1: Select and Enroll in a Micro-Credential course.
- Step 2: Complete Requirements and receive Micro-Credential.
- Step 3: Earn your Badge.
- Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.

Click on the "Course Title" to **Register** or browse additional course details

Your Path to Becoming a Healthcare IT Professional

## Healthcare IT Professional



Medical Office Technology



A+ Comprehensive



Network +



Healthcare IT

## Healthcare IT Professional Career Path

Upon successful completion, students will be eligible to sit for three certification exams.





Click on the "Course Title" to **Register** or browse additional course details



- Classroom Includes:**
- Skills stations
  - Simulation area
  - Medical equipment



**Patient Care Technician** <sup>S</sup>

This course provides students technical skills necessary to service complex patient personal care and medical assisting issues including the implementation of selected portions of a specific care plan that may include rehabilitation services, bedside care, collection of laboratory specimens, phlebotomy, and EKG's. Patient Care Technicians work alongside doctors, nurses, medical assistants, and other healthcare providers to oversee and monitor patients.

<b>CAE0762</b>	<b>160 HRS.</b>	<b>\$2,399</b>
MW 05/13-07/31	6:00pm-9:00pm	YMCA 742665
TR 05/14-08/01	6:00pm-9:00pm	CEN 742641

- Health Career Core
- Nursing Assistant
- Electrocardiogram (EKG)
- Phlebotomy

**4%**  
Employment of Patient Care Technician is expected to grow 4% through 2032 (Bureau of Labor Statistics)

Upon completion of the course, students can take the Patient Care Technician certification exam from the National Health Career Association (NHA).

Tuesday and Thursday 6pm - 9pm 1/9 - 4/18 at the YMCA  
Prerequisites: Students must have a High School Diploma or GED.

Contact us for registration [cwfd@broward.edu](mailto:cwfd@broward.edu) or 954-201-7801.



Tuition Assistance Options: pg. 39



Click on the "Course Title" to **Register** or browse additional course details

Your Path to Becoming a Patient Care Technician



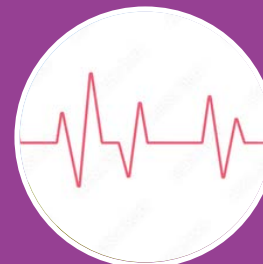
## Patient Care Technician (PCT)



Nursing Assistant



Phlebotomy



EKG

### Patient Care Technician Career Path

Successful complete Health Career Core, Nursing Assistant, Phlebotomy Technician, Electrocardiography Technician to take the Patient Care Technician Certification exam.

Click on the "Course Title" to **Register** or browse additional course details



- Classroom Includes:**
- Skills stations
  - Simulation area
  - Medical equipment

**Nursing Assistant Program B**

This course prepares students to work with people of various demographics and establish foundational skills that expand their understanding of Nursing Assistants in healthcare. Topics covered include, safety, basic nursing care, rehabilitation and restorative care, infection control and patient care. The course also includes interactive activities, simulated laboratory experiences and hands-on skills in a designated clinical setting

**CAE 0360 125 HRS.**

MTWRF 05/29-07/16 6:00pm-9:00pm  
 MTWRF 06/23-08/01 6:00pm-9:00pm

CEN  
 CEN

**\$9**  
 742-33  
 Tuition Assistance  
 Options Pg. 39

Nursing Assistant Course components include:

- Health Career CORE
- Nursing Assistant
- Skills Lab

Upon completion of the course, students can self register for the Certified Nursing Assistant exam through Prometrics.

Prerequisites: Students must have a High School Diploma or GED. Contact us for registration [cewfd@broward.edu](mailto:cewfd@broward.edu) or 954-201-7801.

Employment of Nursing Assistant is expected to grow **4%** through 2020.  
 - Bureau of Labor Statistics

Click on the "Course Title" to **Register** or browse additional course details

Your Path to Becoming a Certified Nursing Assistant



## Nursing Assistant Preparation



Nursing Assistant



Skills Lab



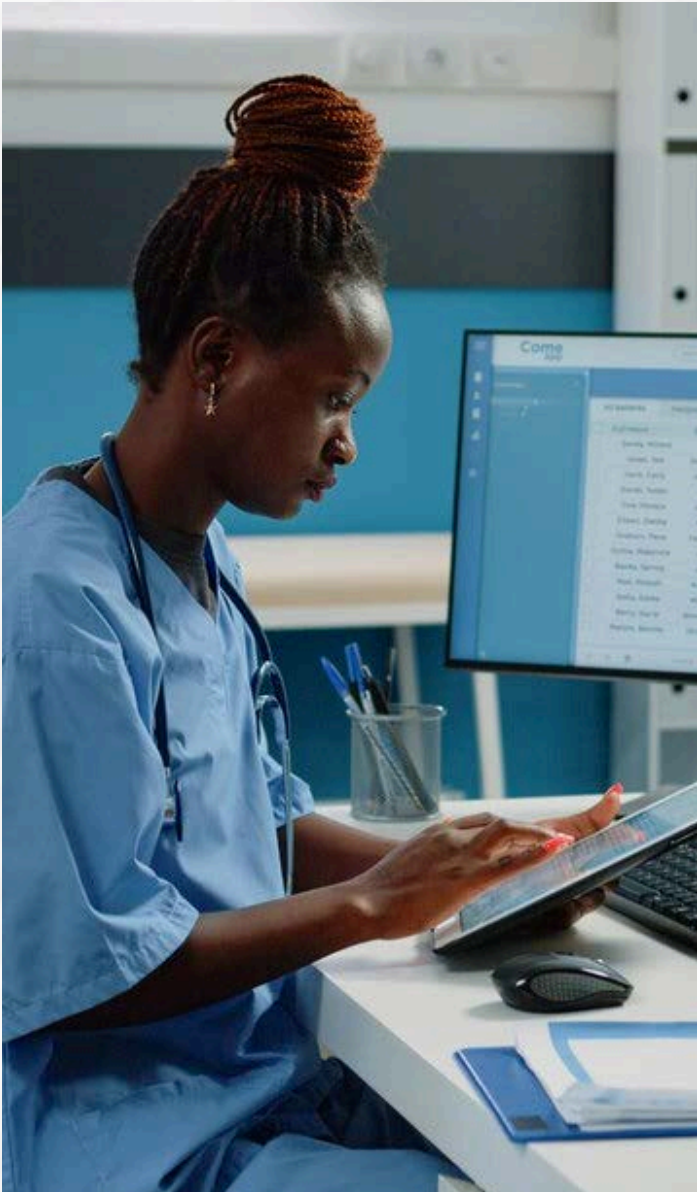
Optional - Clinical

## Certified Nursing Assistant Career Path

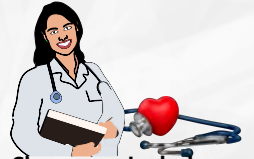
Complete Health Career CORE, Nursing Assistant, Skills Lab, and optional Clinical to prepare for self-certification through Prometrics.



Click on the "Course Title" to **Register** or browse additional course details



**3  
Months  
Course**



**Classroom Includes:**

- Skills stations
- Simulation area
- Medical equipment

**Clinical Medical Assistant C**

Prepare to perform various clinical tasks such as assisting with minor medical procedures and administering medications, performing EKG electrocardiograms, obtaining laboratory specimens, etc.

<b>CAE 0747</b>		<b>140 HRS.</b>		<b>\$2,969</b>
MW	05/13-08/07	1:00pm-4:30pm	CEN	742576
MW	05/20-08/15	6:00pm-9:30pm	CEN	742579



This course is designed to prepare students to perform various tasks including assisting with the administration of medications, minor procedures, performing EKG electrocardiograms, obtaining laboratory specimens for testing, educating patients and other related tasks. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, medical records management, vital signs, cardiology including proper lead placements, professional workplace behavior, ethics, and the legal aspects of healthcare. Upon completion, students will be eligible for National Certifications: Certified Clinical Medical Assistant (CCMA), EKG Technician (CET) and Phlebotomy (CPT).



Click on the "Course Title" to **Register** or browse additional course details

Your Path to Becoming a Clinical Medical Assistant

## Clinical Medical Assistant



Medical Assistant



Phlebotomy



EKG

### Clinical Medical Assistant Career Path

Successfully complete Health CORE, Admin. Medical Assistant, Phlebotomy, Electrocardiography Technician, to earn the Medical Assistant certification!

Click on the "Course Title" to **Register** or browse additional course details

## Registered Nurse (RN) Specialized Skills Post Licensure Programs:



In-Person and Virtual Skills Lab

### **RN Refresher- Self-guided with Instructor** S

The Nurse Refresher Course is designed for nurses returning to the clinical setting. Students will explore current nursing practices and issues and learn about the most up to date standards of practice. A review of body systems, intravenous therapy, fluids and electrolytes, and management of common disorders will provide a level of comfort when returning to patient care.

**CAE 0623** **85 HRS.** **\$1,499**  
MTWRF 07/08-08/09 Online Central 742633

This interactive course focuses on nurses who have not practiced nursing for an extended period of time, and need to update their "clinical skills" with a strong emphasis on clinical nursing procedures. Nurses will learn current practices, engage with virtual patients, review body systems, intravenous therapy, and management of common disorders, while providing a level of comfort when returning to patient care.

#### **Nurse Refresher components include:**

- Infection Control
- Pharmacology Today
- Cardiac System
- Pulmonary System
- Neurological System
- Gastrointestinal System
- Renal System
- Endocrine System
- Musculoskeletal System and Pain Management
- Multisystem Failures
- Emergency Care



Upon completion of the course, students will be prepared to return to work as a Registered Nurse in a clinical setting.

Monday and Wednesday, 6pm - 9pm 07/08- 08/09/2024

Prerequisites: Must have a RN License  
Contact us for registration [cewfd@broward.edu](mailto:cewfd@broward.edu) or 954-201-7801.

Possible Employers: Hospitals, Physicians' Offices, Public Health Clinics, Home Healthcare Organizations, Telehealth Organizations, Emergency Rooms, etc.

**6%**

Employment of Nurses are expected to grow 6% through 2032 (Bureau of Labor Statistics)

Click on the "Course Title" to **Register** or browse additional course details

See below for courses needed to the Workforce.

Make  
**2024**  
Count!

### RN Paths Back to the Workforce



Skill Refresher



Virtual Patient Clinical Scenarios



1-Day Skills Workshop



Optional - Clinical Site

### Nurse Career Path

Possible Employers: Hospitals, Physicians' Offices, Public Health Clinics, Home Healthcare Organizations, Telehealth Organizations, Emergency Rooms, etc.





## Computerized Tomography Lecture C

This course prepares the student with the knowledge and skills in Computerized Tomography Imaging

**CAE 0541**      **48 HRS.**      **\$400**  
T 05/21 - 08/06      6:00pm-9:00pm      CEN      742561

## Computerized Tomography Clinical B

This course is designed to meet the Clinical Experience Requirements for Computed Tomography (CT) Certification as established by the American Registry of Radiologic Technologist (ARRT).

**CAE 0651**      **120 HRS.**      **\$1,362**  
MTWRF 05/24-08/10      7:00am-11:00am      742563  
Pre-req - Computerized Tomography Lecture

## Magnetic Resonance Imaging Lecture C

Acquire the knowledge, attitude and skills to enable you to become a safe and competent in MRI technologist and prepare for an entry-level position as an MRI technologist.

**CAE 0622**      **48 HRS.**      **\$400**  
W 05/22-08/14      6:00pm-9:00pm      CEN      742562

## Magnetic Resonance Imaging Clinical B

This course is designed to meet the clinical experience requirements for Magnetic Resonance Imaging Certification as established by the American Registry of Radiologic Technologist.

**CAE 0669**      **240 HRS.**      **\$1,512**  
MTWRF 05/24-8/10      7:00am-11:00pm      742565  
Pre-req Magnetic Resonance Imaging Lecture

## Basic Arrhythmia B

The Basic Arrhythmia Analysis course is designed to equip the healthcare professional with the necessary skills needed to interpret basic ECG rhythms.

Pre-requisites: Active Licensure (RN, LPN, EMT, PM, Respiratory Therapist, Exercise Physiologist, Radiology Technician)

**CAE 0702**      **24 HRS.**      **\$279**  
TWR 05/21-05/23      8:30am-4:30pm      CEN      736257  
TWR 06/11-06/13      8:30am-4:30pm      CEN      736258  
TWR 06/25-06/27      8:30am-4:30pm      CEN      736259  
TWR 07/09-07/11      8:30am-4:30pm      CEN      736260  
TWR 07/23-07/25      8:30am-4:30pm      CEN      736261  
TWR 08/06-08/08      8:30am-4:30pm      CEN      736262

## IV/Central Lines for Nurses C

The IV/Central Lines for Nurses course is designed to equip the nurse with the skills needed to care for patients receiving IV therapy, blood transfusions, and for those with central venous catheters.

Pre-requisites: Active RN Licensure

**CAE 0661**      **7.5 HRS.**      **\$240**  
W 05/29      8:30am-4:30pm      CEN      735939  
W 07/31      8:30am-4:30pm      CEN      735940

## Cardiac Monitoring B

**CAE 0713**      **40 HRS.**      **\$450**

This course provides an introduction to electrophysiology and cardiac rhythm interpretation.

email [cewfd@broward.edu](mailto:cewfd@broward.edu) for registration details

## IV Therapy for Radiology Technologists C

This course is designed for radiographers who are required to provide venous access and administer and assess the use of contrast media. Through this course, the radiographer will obtain essential skills and knowledge necessary for safe practice.

Pre-requisites: Active Licensured Radiology Technologist

**CAE 0699**      **7.5 HRS.**      **\$240**  
W 05/15      8:30am-4:30pm      CEN      736275  
W 08/14      8:30am-4:30pm      CEN      736276

## Progressive Care B

The progressive care course is designed for the Registered Nurse working in progressive care, telemetry, or step-down areas, and includes essential information and skills necessary for progressive care nursing, along with associated pathological conditions for the progressive care population.

Pre-requisites: Active RN Licensure, Completion of Basic Arrhythmia Analysis

**CAE 0761**      **40 HRS.**      **\$500**  
MTWRF 06/03-06/07      8:30am-4:30pm      CEN      735944  
MTWRF 07/15-07/19      8:30am-4:30pm      CEN      735945

## Intro to Ventilator Management B

This course reviews the concepts and skills needed to care for patients requiring invasive and noninvasive modes of ventilation and airway management.

Pre-requisites: Active RN or LPN Licensure

**CAE 0557**      **7.5 HRS.**      **\$149**  
F 05/17      8:00am-4:30pm      CEN      740704  
F 06/14      8:00am-4:30pm      CEN      740705

## Critical Care Lecture/Skills C

The Critical Care program is designed to provide the Registered Nurse with the knowledge, skills and understanding of caring for high acuity, critically ill patients. Focus is on cardiovascular, pulmonary, neurologic, renal, gastrointestinal, endocrine, hematologic and multi-system disorders.

Pre-requisites: Active RN Licensure, Completion of Basic Arrhythmia Analysis

**CAE 0601/CAE0587**      **150 HRS.**      **\$1,874**  
MTWRF 05/13-06/10      8:30am-4:30pm      CEN      TBA/ TBA  
MTWRF 07/22-08/16      8:30am-4:30pm      CEN      TBA/ TBA

Click on the "Course Title" to Register or browse additional course details



## Your Specialized Training



Cardiac Monitoring



Perioperative care



Basic Arrhythmia



Critical care

## Registered Nurse - Specialized Training

### Post Licensure Programs



## Steps to Convert Completed CE Courses to College Credit

Register, complete, and earn any of the industry certifications below and obtain college credits that align with Broward College's AS degree programs. \*See where your journey begins.



Eligible Industry Certification Course	Credit Courses for Credit	Earn Credits	Technical Certificate and AS Degree
CompTIA A+ Comprehensive	A+ Comprehensive	<input checked="" type="checkbox"/>	TC - Information Tech Support Specialist <b>A.S. Technology Project Management</b>
Patient care Technician	Medical Terminology	<input checked="" type="checkbox"/>	TC - Health Care Services Technical Certificate: <b>A.S. Medical Laboratory Technology</b>
Nursing Assistant	Medical Terminology	<input checked="" type="checkbox"/>	TC - Health Navigator <b>A.S. Medical Laboratory Technology</b>
Supply Chain Management with Forklift Simulation	Supply Chain Management	<input checked="" type="checkbox"/>	TC-Logistics & Transportation Specialist <b>AS - Supply Chain Management Operations</b>
Amazon Web Service (AWS) Technical Essentials	Cloud Computing Practitioner	<input checked="" type="checkbox"/>	TC - Cloud Engineering <b>A.S. Network Systems Technology</b>
FREC - Florida Real Estate License	Florida Real Estate Commission	<input checked="" type="checkbox"/>	TC - Real Estate Specialist <b>A.S. Business Administration</b>
Microsoft Office Specialist Excel	Spreadsheet Management	<input checked="" type="checkbox"/>	TC-Office Specialist <b>AS Office Management</b>
Medical Billing & Coding	Records Management	<input checked="" type="checkbox"/>	TC - Medical Office Management <b>AS Medical Office Management</b>
Clinical Medical Assistant	Medical Terminology for Administrative Assistant	<input checked="" type="checkbox"/>	TC - Medical Office Management <b>AS Medical Office Management</b>
Lean Six Sigma Yellow Belt	Concepts of Lean Six Sigma	<input checked="" type="checkbox"/>	TC - Lean Six Sigma Green Belt <b>AS Technology Project Management</b>
Phlebotomy Technician	Phlebotomy	<input checked="" type="checkbox"/>	<b>AS Medical Laboratory Technology</b>





## (Workforce Non-Credit programs)

**Individual Training****WIOA Individual Training Account (ITA)**

Need help paying for Career Training? If you're a Broward County resident, you may be eligible to receive a scholarship of up to \$12,000 from CareerSource Broward for the in-demand career training programs below at Broward College. <https://ext.careersourcebroward.com/ITASync/Scholarships.aspx>

**Programs approved for WIOA funding**

- Certified Associate in Project Management (CAPM)
- Certified Information Security Manager\*
- Certified Information Systems Auditor\*
- CompTIA A+, Network+, Security+ Certifications\*
- CompTIA A+ Certification Training
- Certified Clinical Medical Assistant (CCMA)
- Medical Billing and Coding Professional
- Florida 2-20 Property/Casualty Ins. Pre-License\*
- Florida 20-44 Personal Lines Agent Pre-License\*
- Florida 3-20 and 6-20 Claims Adjuster\*
- Florida 4-40 to 2-20 Conversion Pre-License\*
- Florida Health and Life Insurance Pre-License\*
- Full Stack Software Developer
- Human Resources Professional
- HVACR Technician\*
- Certified Paralegal
- Information Security Training\*
- Project Management Essentials with CAPM® Prep
- Purchasing and Supply Chain Management
- Six Sigma Black Belt\*
- Six Sigma Green Belt\*
- And More!



Scholarships



Discounts



Student Loan Programs



Government Funding

**Business Grants****Quick Response Training. (QRT)**

Funds businesses like yours to implement flexible and customized training for your new, full-time, permanent employees. Available only to new and expanding companies in Florida's booming business market. Quick Response Training provides funds to create specialized training specifically for your high-skill industry.

<https://careersourceflorida.com/business-services/training-grants/qrt>

**Incumbent Worker Training. (IWT)**

Florida's Incumbent Worker Training grants can help. The program provides grants for continuing education and training of current full-time employees at **Florida companies**. <https://careersourceflorida.com/business-services/training-grants/iwt/>

For information, 954-201-7800  
[ce@broward.edu](mailto:ce@broward.edu)

**Military Spouse****MyCAA Military Spouse Funding**

As a military spouse of an active-duty service member, you have options when it comes to your education. In fact, you may qualify for \$4,000 through the My Career Advancement Account Scholarship (MyCAA) to pursue training and professional certifications. Broward College offers MyCAA-approved 100 % online courses that you can complete anywhere, anytime—at your own pace. For more information on this grant, visit

<https://www.broward.edu/academics/continuing-education/programs/my-caa-military-spouse-funding.html>

**Programs approved for MyCAA funding**

- 40 hr 6-20 -All Lines Accredited Claims Adjuster
- 40hr 4-40 RCSR - Registered Customer Rep
- 60 hr 2-15 Health and Life Insurance (3 months)
- 60 hr 2-15 Health and Life Insurance (6 months)
- ACSM Personal Training
- Assisted Living Technician with Clinical Externship
- Certified Administrative Professional
- Certified Electronic Health Records Specialist
- Certified Medical Administrative Assistant
- Certified Clinical Medical Assistant
- Certified Information Security Manager
- Certified Information Systems Auditor
- Certified Information Systems Security Professional
- Cisco CCNA Certification Training
- Cisco CCNP Security
- Clinical Medical Assistant
- CompTIA A+ Certification Training
- CompTIA Cert. Training: A+, Network+, Security+
- EKG Technician Certificate
- Human Resources Professional
- Mastering Project Management
- Medical Administrative Assistant
- Medical Billing and Coding
- Patient Access Representative
- Pharmacy Technician Certificate
- Phlebotomy Technician Certificate
- Real Estate CE Bundle
- Real Estate Sales Associate
- Registered Behavior Technician and more.

**Healthcare Program Funding**

Broward College has scholarships to cover tuition of the following approved programs:

- Nursing Assistant (CNA)
- Clinical Medical Assistant
- EKG Technician
- Electronic Health Record
- Patient Care Technician
- Personal/Health Assistant

For eligibility requirement contact: [ce@broward.edu](mailto:ce@broward.edu)

**Pre-Payment Plan**

[www.broward.edu/students/cashier/](http://www.broward.edu/students/cashier/)



Exam prep

# Broward College Open Door Funding

If you are unemployed or underemployed and want to UPSKILL, enroll in an occupational training course that leads to an industry-recognized credential that COUNTS for school and/or work. SCHOLARSHIPS available at BC. Florida residency of 12 months or equivalent

## TUITION ASSISTANCE OPEN DOORS FUNDING

Course	Length	Tuition
CompTIA A + Certification Training (Vouchers Included)	1-Month	\$1,995
CompTIA Linux+ (Vouchers Included)	1-Month	\$1,295
CompTIA + Network+ Certification Training (Vouchers Included)	1-Month	\$1,895
CompTIA Project+ (Vouchers Included)	1-Month	\$1,695
CompTIA Security+ Certification Training (Vouchers Included)	1-Month	\$1,895
CompTIA Cloud Certification Training (Vouchers Included)	1-Month	\$1,695
Adobe Certified Professional in Video Design (Voucher Included)	1-Month	\$1,495
AWS Technical Essentials for Cloud Practitioners	1-Month	\$1,995
Certified AWS Developer (Vouchers Included)	1-Month	\$1,995
Healthcare IT Technician (A+ Cert)	1-Month	\$4,000
Medical Billing and Coding	1-Month	\$2,199
CCSP-Certified Cloud Security Professional	1-Month	\$3,099
Certified EKG Technician (CET)	1-Month	\$1,649
Certified Electronic Health Record Specialist (CEHRS)	1-Month	\$1,649
CEH (v12) - Certified Ethical Hacker	1-Month	\$3,099
CISSP - Certified Information Systems Security Professional	1-Month	\$3,099
Certified Clinical Medical Assistant (CCMA)	1-Month	\$1,649
Certified Clinical Medical	1-Month	\$2,969
Nursing Assistant	1-Month	\$2,499
Certified Patient Care Technician (CPCT)	1-Month	\$2,399
Certified Pharmacy Technician (CPhT)	1-Month	\$1,649
Certified Phlebotomy Technician (CPT)	1-Month	\$1,649
NCSF Certified Strength Coach (Voucher Included)	1-Month	\$ 595
Child Development Associate - Center-Based (Voucher Included)	1-Month	\$1,695
Cisco CNNA Certification Training (Vouchers Included)	1-Month	\$ 895
CompTIA Fundamentals (Vouchers Included)	1-Month	\$2,895
Computer Hacking Forensics Investigator (CEFI) (Voucher Included)	1-Month	\$2,895
Certified Network Defender (CND) (Vouchers Included)	1-Month	\$4,000
Medical Laboratory Assistant (CMLA)	1-Month	\$1,995
AZ-104 Microsoft Azure Administrator (Voucher Included)	1-Month	\$1,995
AZ-104 Microsoft Azure Fundamentals (Voucher Included)	1-Month	\$2,295
Microsoft Office Specialist (MOS) Certification	1-Month	\$1,649
Pharmacy Technician	1-Month	\$ 999
PMI-ACP Certification	1-Month	\$ 999
PMI Project Management Ready	1-Month	\$2,080
SCPro Fundamentals Bundle (8 exams)	1-Month	\$1,995
Certified Six Sigma Black Belt	1-Month	\$1,695
Lean Six Sigma Green Belt (Exam Cost Included)	1-Month	\$ 299
Remote Pilot in Command FAA Certificate	1-Month	\$ 595
NCSF Sport Nutrition Specialist (Vouchers Included)	1-Month	

### Three easy steps to earning a certificate

#### Step 1 Scholarship Application

After you complete the Information form, you will receive an email with an Information Session invite.

#### Step 2 Attend an orientation

Sign up to find out more about your course options. Speak to an advisor about job growth and certification requirements and eligibility. Dates coming soon!

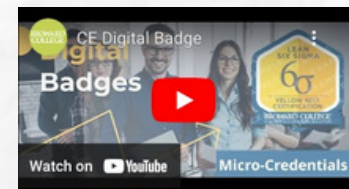
Please contact us for more information to RSVP for an orientation: 954-201-7800 or ce@broward.edu

#### Step 3 Register in Your Course

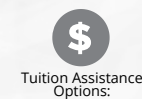
A career pathway navigator will be there to assist you with registering into your class and getting your class fees paid. Start dates and course logistics will be provided at this time.

### EARN your Micro Credentials & DIGITAL BADGE

Share your accomplishments with colleagues and employers



Earn, Stack, and Share your Micro-Credentials: Step 1: Select and Enroll in a Micro-Credential course. Step 2: Complete Requirements and receive Micro-Credential. Step 3: Earn your Badge. Step 4: Share your Micro-Credential & Digital Badge on: LinkedIn and other social media platforms, Resume, embed in your e-mail signature.



Tuition Assistance Options:



Exam prep



## Benefits of our online courses

Obtain in-demand certificates and credentials to help launch or expand your career in a field that interests you. Discover personalized support from our Student Advisors and Enrollment Representatives make sure all your questions are answered at every step of your education journey—from selecting the right course to your job search. Most of our online courses include certificate exam fees included. Open enrollment, begin anytime

## Check our Web Site to see if you qualify.

### MyCAA Military Spouse Funding

Obtain the skills to improve your employment in **high- demand occupations** with these industry credentials - 100% covered



#### MyCAA-Approved Courses

- 6-20 -All Lines Accredited Claims Adjuster
- 4-40 RCSR - Registered Customer Rep
- 2-15 Health and Life Insurance (3 months)
- 2-15 Health and Life Insurance (6 months)
- ACSM Personal Training
- Assisted Living Technician with Clinical Externship
- Certified Administrative Professional
- Certified Electronic Health Records Specialist
- Certified Medical Administrative Assistant
- Certified Clinical Medical Assistant
- Certified Information Security Manager
- Certified Information Systems Auditor
- Certified Information Systems Security Professional
- Cisco CCNA Certification Training
- Cisco CCNP Security
- Clinical Medical Assistant
- CompTIA A+ Certification Training
- CompTIA Cert. Training: A+, Network+, Security+
- EKG Technician Certificate
- Human Resources Professional
- Mastering Project Management
- Medical Administrative Assistant
- Medical Billing and Coding
- Patient Access Representative
- Pharmacy Technician Certificate
- Phlebotomy Technician Certificate
- Real Estate CE Bundle
- Real Estate Sales Associate
- Registered Behavior Technician

<https://www.broward.edu/academics/continuing-education/programs/my-caa-military-spouse-funding.html>

#### Learn your way

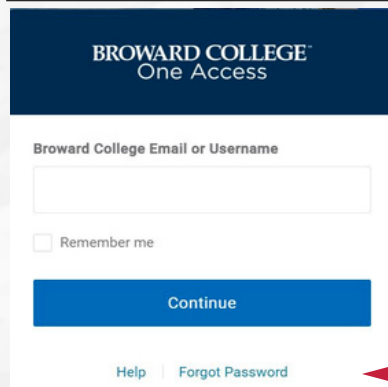
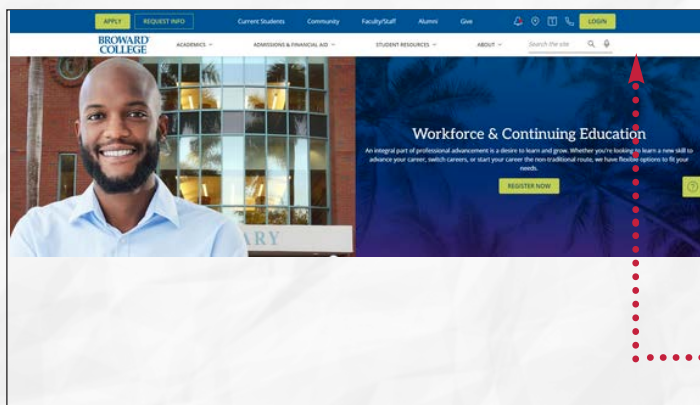
**B** Blended Classroom  
**S** Self-guided with Instructor  
**O** Online Self-paced  
**C** On-campus Classroom





## Create/Access Account

You must have a Broward College CE account to register for all course sections, make payments and access account information. Please follow directions below to access and/or create an account.



- Navigate to your web browser address bar and enter the following:  
[www.broward.edu/ce](http://www.broward.edu/ce)

• Click Login

- Existing Users: Sign-in with the credentials associated with your account
  - Use [Find My Username](#) to verify username by providing the student ID associated with your account (contact [ce@broward.edu](mailto:ce@broward.edu) for assistance).

• Use [Forgot Password](#) to reset your account password.  
You must have access to this email account to reset your password. Use the link provided to reset your password

- New User:  
[Create New Account](#) and submit an application if you are a new student.

## Online Registration

- Select a category or review full course listing.
- When selecting a category, a list of courses will be displayed.
- Select a course to view.
- Select your desired course section and add to cart.
- Once item is added, you will be directed to your shopping cart.
- Review all The Continuing Education Program's Policies and Procedures.
- Click Check Out.
- Sign-in or create a new account through the "apply" option
- Confirm payment method and enter Billing Information.





**REGISTRATION** | Students must register and pay for each course before they attend the first class meeting. There is no application fee for Continuing Education students and tuition is the same for Florida residents and non-Florida residents. All classes listed in this brochure are non-credit and are not applied toward a degree at Broward College (unless otherwise stated).

**CAMPUS - IN PERSON** | Go to the Registration office on A. Hugh Adams Central Campus, North Campus or Judson A. Samuels South Campus.

**ONLINE** | Follow the directions for application, registration and payment.

Go to [www.broward.edu/ce](http://www.broward.edu/ce)

Click the "Register for Courses"

1. Select "Continuing Education" Division and choose a subject under Advanced Search
2. Click "Search"
3. Identify your course then add to cart
4. Click "Proceed to checkout"

**REGISTRATION ASSISTANCE** | Email [ce@broward.edu](mailto:ce@broward.edu) or call 954-201-7800

**LEARNING OPTIONS** | Online Live, Classroom, Online Courses, Customized Training, On-demand Learning, Self Paced

**COURSE CANCELLATION** | Broward College reserves the right to cancel any course that does not meet student enrollment requirements. If insufficient enrollment requires cancelling of a course, tuition fees will be fully refunded. Continuing Education reserves the right to cancel or reschedule courses in the event of inclement weather, college emergencies, extenuating circumstances beyond the college's control. Course schedule may transition to online learning or rescheduled to ensure successful course completion. Students will be contacted if cancellation impacts their schedule.

**WITHDRAWALS AND TRANSFERS** | **Withdrawals:** A student may withdraw from a course or educational activity that has not started, by logging onto their Broward College account. The student will receive a 100 % refund between 10-15 business days back to the original method of payment used.

**Refunds:** Students who register and pay for an educational activity, but do not attend, forfeit the entire registration fee. Online, Remote Learning, and Online-Live classes are not refundable once the class has begun. Email [ce@broward.edu](mailto:ce@broward.edu)

**SUMMER | MAY - AUG 2024 - HOLIDAYS AND DAYS OFF**

- May 27: Memorial day
- June 19: Juneteenth
- July 4: Independence day

**ACCESSIBILITY OFFICE** | 954-201-7517

**CAMPUS SAFETY** | 954-201-4357 (HELP)

**PAYMENT PLAN** | [www.MyCollegePaymentPlan.com/broward](http://www.MyCollegePaymentPlan.com/broward)



**PARKING** | All campuses except Willis Holcombe Center (Downtown): After registering and paying for your class(es), print out your parking permit, located online at [www.broward.edu/ce](http://www.broward.edu/ce). Click on "Continuing Education." Under Resources, click on "Print Parking Permit." Students must park in student parking spaces.

**CAMPUS LOCATIONS**

**CEN** - A. Hugh Adams Central Campus  
3501 Davie Road, Davie, FL 33314

**MTC** - Miramar Town Center (2nd floor — library)  
2050 Civic Center Place, Miramar, FL 33025

**MWC** - Miramar West Center  
1930 SW 145th Avenue, Miramar, FL 33027

**NOR** - North Campus  
1000 Coconut Creek Blvd., Coconut Creek, FL 33066

**PIN** - Pines Center  
16957 Sheridan Street, Pembroke Pines, FL 33331

**SOU** - Judson A. Samuels South Campus  
7200 Pines Blvd., Pembroke Pines, FL 33024

**TIG** - Tigertail Lake Recreational Center  
580 Gulfstream Way, Dania Beach, FL 33004

**WES** - Weston Center (2nd floor library)  
4205 Bonaventure Boulevard, Weston, FL 33332

**WHC** - Willis Holcombe Center  
111 East Las Olas Blvd., Fort Lauderdale, FL 33301

**OFFSITE LOCATIONS**

**SUN** - Sunshine Health 1299C NW 40th Ave, Lauderhill, FL 33313

**YMCA** - 4th Floor YMCA 1409 NW 6th St. Fort Lauderdale, FL 33311

**REMOTE**

**D2L** - BC Learning Management System ([BC Onelogin](#))

**WEB** - Online, anytime, anywhere

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WORKFORCE AND CONTINUING EDUCATION

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**REGISTER  
NOW!**



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**[BROWARD.EDU/CE](https://www.broward.edu/ce)**