MindLeaders: Course List

December 2006

TECHNICAL GENERAL **(TGEN)**

C Series **(CLIB)**
C in 21 Days: Week 1 (CLGC01)
C in 21 Days: Week 2 (CLGC02)
C in 21 Days: Week 3 (CLGC03)

Cisco Related Series by MindLeaders: BCMSN 642-811
Series **(BCMSNF)**
BCMSN 642-11: 1 Switched Networks, VLANs, and
  Trunks (BCMS01)
BCMSN 642-11: 2 Spanning Tree Protocol (BCMS02)
BCMSN 642-11: 3 Enhancements to STP (BCMS03)
BCMSN 642-11: 4 Multilayer Switching (BCMS04)
BCMSN 642-11: 5 Availability and Redundancy (BCMS05)
BCMSN 642-11: 6 Multicasts (BCMS06)
BCMSN 642-11: 7 Networks Quality of Service (BCMS07)
BCMSN 642-11: 8 QoS Configurations and
  Verification (BCMS08)
BCMSN 642-11: 9 MLS Optimization and Security (BCMS09)
BCMSN 642-11: 10 Metro Ethernet (BCMS10)
BCMSN 642-11: 11 Practice Exams (BCMS11)

Cisco Related Series by MindLeaders: BCRAN 642-821
Series **(BCRANF)**
BCRAN 642-821: 1 WAN Technologies, Components,
  and AAA Security (BCRA01)
BCRAN 642-821: 2 PPP Authentication & Network
  Address Translation (BCRA02)
BCRAN 642-821: 3 Modems and Asynchronous
  Connections (BCRA03)
BCRAN 642-821: 4 Using ISDN Connections (BCRA04)
BCRAN 642-821: 5 Using Frame Relay
  Connections (BCRA05)
BCRAN 642-821: 6 Dial-on Demand and
  Broadband (BCRA06)
BCRAN 642-821: 7 Enabling Backup Connections
  and Management of Traffic (BCRA07)
BCRAN 642-821: 8 Securing the Network with VPNs (BCRA08)
BCRAN 642-821: 9 Practice Exams (BCRA09)

Cisco Related Series by MindLeaders: CCDA **(CCDACS)**
CCDA: 1 Internetworking Review (CCDA01)
CCDA: 2 LAN Networking (CCDA02)
CCDA: 3 WAN Networking (CCDA03)
CCDA: 4 Introduction to Design (CCDA04)
CCDA: 5 Examining Existing Networks (CCDA05)
CCDA: 6 Designing LANs (CCDA06)
CCDA: 7 Designing WANs (CCDA07)
CCDA: 8 Design Issues (CCDA08)
CCDA: 9 Optimizing by Design (CCDA09)
CCDA: 10 Testing and Managing (CCDA10)

Cisco CCNA 640-801 Series **(CCNAFT)**
CCNA 640-801: 1 The Open System
  Interconnect Model (OSI) (CCNA01)
CCNA 640-801: 2 Hardware and the OSI
  Reference Model (CCNA02)
CCNA 640-801: 3 Wide Area Network
  Protocols (CCNA03)
CCNA 640-801: 4 TCP/IP Technologies (CCNA04)
CCNA 640-801: 5 Understanding Layer 2
  Switching Technologies (CCNA05)
CCNA 640-801: 6 Understanding Layer 3
  Router Technologies (CCNA06)
CCNA 640-801: 7 Configuring a Cisco
  Switch (CCNA07)
CCNA 640-801: 8 Configuring a Cisco
  Router (CCNA08)
CCNA 640-801: 9 Creating and Applying
  Additional Router Configurations (CCNA09)
CCNA 640-801: 10 Practice Exam (CCNA10)

Cisco Related Series by MindLeaders: BSCI 642-801
Series **(BSCIFT)**
BSCI 642-801: 1 Routing Principles (BSCI01)
BSCI 642-801: 2 Extending IP Addresses (BSCI02)
BSCI 642-801: 3 Implementing OSPF in a Single
  Area (BSCI03)
BSCI 642-801: 4 Interconnecting OSPF Areas (BSCI04)
BSCI 642-801: 5 Applying Integrated IS-IS (BSCI05)
BSCI 642-801: 6 Employing Enhanced IGRP (BSCI06)
BSCI 642-801: 7 Configuring Border Gateway
  Protocol (BSCI07)
BSCI 642-801: 8 Scaling BGP Networks (BSCI08)
BSCI 642-801: 9 Routing Update Optimization &
Redistribution (BSCI09)
BSCI 642-801: 10 Practice Exam (BSCI10)

Cisco Related Series by MindLeaders: CIT 642-831
Series **(CCITFT)**
CIT 642-831: 1 Networking Principles and
Technologies (CCIT01)
CIT 642-831: 2 TCP/IP (CCIT02)
CIT 642-831: 3 Windows Troubleshooting (CCIT03)
CIT 642-831: 4 The Physical and Data Link Layer (CCIT04)
CIT 642-831: 5 Virtual LANS (CCIT05)
CIT 642-831: 6 Serial Links (CCIT06)
CIT 642-831: 7 Routing Protocols (CCIT07)
CIT 642-831: 8 ISDN (CCIT08)
CIT 642-831: 9 Practice Exams (CCIT09)

TECHNICAL GENERAL *(CONTINUED)*

CISSP Security Professional Series **(CISSPS)**
CISSP Security Professional: 1 Access Control
Systems and Methodology (CISS01)
CISSP Security Professional: 2 Telecommunication
and Network Security (CISS02)
CISSP Security Professional: 3 Security
Management and Practices (CISS03)
CISSP Security Professional: 4 Applications
and Systems Development Security (CISS04)
CISSP Security Professional: 5 Cryptography,
Security Architecture, and Security Models (CISS05)
CISSP Security Professional: 6 Operations Security (CISS06)
CISSP Security Professional: 7 Business
Continuity and Disaster Recovery Planning (CISS07)
CISSP Security Professional: 8 Law,
Investigation, Ethics, and Physical Security (CISS08)
CISSP Security Professional: 9 Practice Exams (CISS09)

Client/Server **(CST001)**
Client/Server: Technology for Managers (CSTC01)

CompTIA A+ Series **(APLSCR)**
CompTIA A+: 1 Computer Basics (APLS01)
CompTIA A+: 2 Bus Structures and Microprocessors (APLS02)
CompTIA A+: 3 Memory and Data Storage (APLS03)
CompTIA A+: 4 Powering and Disassembling (APLS04)
CompTIA A+: 5 Input and Output (APLS05)
CompTIA A+: 6 Printers and Portable Systems (APLS06)
CompTIA A+: 7 Keeping the PC Running (APLS07)
CompTIA A+: 8 OS Basics and Windows 95, 98,
and Me (APLS08)
CompTIA A+: 9 Windows 2000 XP and OS
Troubleshooting (APLS09)
CompTIA A+: 10 Networking (APLS10)
CompTIA A+: 11 Working on the Network and Internet (APLS11)
CompTIA A+: 12 Practice Exam (APLS12)

CompTIA Network+ 2005 (N10-003) Series **(NWPLUS)**
CompTIA Network+ 2005 (N10-003): 1 Network
Fundamentals and Operating Systems (NWPL01)
CompTIA Network+ 2005 (N10-003): 2 Network Media (NWPL02)
CompTIA Network+ 2005 (N10-003): 3 Network
Devices (NWPL03)
CompTIA Network+ 2005 (N10-003): 4 Wireless
Technologies (NWPL04)
CompTIA Network+ 2005 (N10-003): 5 The OSI Model (NWPL05)
CompTIA Network+ 2005 (N10-003): 6 TCP/IP
Fundamentals (NWPL06)
CompTIA Network+ 2005 (N10-003): 7 TCP/IP
Configuration and Utilities (NWPL07)
CompTIA Network+ 2005 (N10-003): 8 Network and
Remote Access Service (NWPL08)
CompTIA Network+ 2005 (N10-003): 9 Network
Infrastructure and Security (NWPL09)
CompTIA Network+ 2005 (N10-003): 10 Fault
Management and Disaster Recovery (NWPL10)
CompTIA Network+ 2005 (N10-003): 11
Troubleshooting (NWPL11)

CompTIA Server+ 2005 (SK0-002) Series (SVRPLS)
CompTIA Server+ 2005 (SK0-002): 1 Server Basics (SVRP01)
CompTIA Server+ 2005 (SK0-002): 2 Server Availability (SVRP02)
CompTIA Server+ 2005 (SK0-002): 3 Multiprocessing
and Server Memory (SVRP03)
CompTIA Server+ 2005 (SK0-002): 4 Server Bus
Architecture (SVRP04)
CompTIA Server+ 2005 (SK0-002): 5 SCSI Systems (SVRP05)
CompTIA Server+ 2005 (SK0-002): 6 IDE/ATA and
RAID Systems (SVRP06)
CompTIA Server+ 2005 (SK0-002): 7 Advanced
Storage Arrays (SVRP07)
CompTIA Server+ 2005 (SK0-002): 8 Installing
Hardware (SVRP08)
CompTIA Server+ 2005 (SK0-002): 9 Server
Management and Configuration (SVRP09)
CompTIA Server+ 2005 (SK0-002):10 Preparing the
Server for Service (SVRP10)
CompTIA Server+ 2005 (SK0-002):11 Upgrading the
Basic System (SVRP11)
CompTIA Server+ 2005 (SK0-002):12 Adapters,
Peripherals, Monitoring Agents and Service Tools (SVRP12)
CompTIA Server+ 2005 (SK0-002):13 Maintenance and
Environmental Issues (SVRP13)
CompTIA Server+ 2005 (SK0-002):14 Server Problem
Determination (SVRP14)
CompTIA Server+ 2005 (SK0-002):15 Troubleshooting (SVRP15)
CompTIA Server+ 2005 (SK0-002):16 Disaster
Recovery (SVRP16)
CompTIA Server+ 2005 (SK0-002):17 Practice Exams (SVRP17)

Data Warehousing Series **(DWHLIB)**
Data Warehousing: 1 Concepts (DWHC01)
Data Warehousing: 2 Management (DWHC02)

DB2 Universal Database Series **(DEEBEE)**
DB2 Universal Database: 1 Features of DB2 (DEEB01)
DB2 Universal Database: 2 Installing and Configuring (DEEB02)
DB2 Universal Database: 3 DBC Instances, Server
 Communication, and Clients (DEEB03)
DB2 Universal Database: 4 Data Security and
Database Creation (DEEB04)
DB2 Universal Database: 5 Creating Table Spaces
 and Accessing Data (DEEB05)
DB2 Universal Database: 6 SQL and Design
Consideration (DEEB06)
DB2 Universal Database: 7 System Tools and
Recovery Concepts (DEEB07)
DB2 Universal Database: 8 Moving and Replicating Data (DEEB08)
DB2 Universal Database: 9 Monitoring DB2
Performance (DEEB09)

TECHNICAL GENERAL *(CONTINUED)*

FOCUS Series **(FOCSER)**
FOCUS: 1 Getting Started (FOCS01)
FOCUS: 2 Working with FOCUS (FOCS02)
FOCUS: 3 Basic Report Preparation (FOCS03)
FOCUS: 4 Creating Simple Reports (FOCS04)
FOCUS: 5 Creating Complex Reports (FOCS05)
FOCUS: 6 Additional Reporting Techniques (FOCS06)
FOCUS: 7 Fundamentals of Graphs (FOCS07)
FOCUS: 8 Advanced Graph Topics (FOCS08)
FOCUS: 9 Data Manipulation for Reporting (FOCS09)
FOCUS: 10 Advanced Screening Techniques (FOCS10)
FOCUS: 11 Creating File Definitions (FOCS11)
FOCUS: 12 Adjusting File Definitions (FOCS12)
FOCUS: 13 Accessing External Files (FOCS13)
FOCUS: 14 Basic MODIFY Requests (FOCS14)
FOCUS: 15 Segment Modification (FOCS15)
FOCUS: 16 Complex MODIFY Requests (FOCS16)
FOCUS: 17 Additional File Maintenance (FOCS17)
FOCUS: 18 Dialogue Manager and FIDEL (FOCS18)
FOCUS: 19 More Features of FIDEL (FOCS19)
FOCUS: 20 MAINTAIN Facility (FOCS20)
FOCUS: 21 Completing a MAINTAIN Application (FOCS21)

Linux Red Hat Technician RHCT RH202 Series **(RHCTLX)**
Linux Red Hat Technician RHCT RH202: 1 RHCT
Prerequisites (RHCT01)
Linux Red Hat Technician RHCT RH202: 2 Installation (RHCT02)
Linux Red Hat Technician RHCT RH202: 3
Advanced Installation (RHCT03)
Linux Red Hat Technician RHCT RH202: 4 Basic
Configuration and Administration (RHCT04)
Linux Red Hat Technician RHCT RH202: 5 Kernel,
User, and Recovery Administration RHCT05)
Linux Red Hat Technician RHCT RH202: 6 The X
Window System (RHCT06)
Linux Red Hat Technician RHCT RH202: 7 Linux
Network Clients (RHCT07)
Linux Red Hat Technician RHCT RH202: 8 Exam
Practice (RHCT08)

Linux Series **(LPI1UX)**
Linux: 1 Partitions and the Boot Process (LPI101)
Linux: 2 File Management (LPI102)
Linux: 3 GNU and Linux Commands (LPI103)
Linux: 4 File System Maintenance (LPI104)
Linux: 5 Users and Groups (LPI105)
Linux: 6 Text Streams (LPI106)
Linux: 7 Permissions (LPI107)
Linux: 8 Administration and Documentation (LPI108)
Linux: 9 Backup and Restore (LPI109)

Notes 5 Programming Series **(N5PRGM)**
Notes 5 Programming: 1 Designing in Domino (N5PR01)
Notes 5 Programming: 2 Pages and Forms (N5PR02)
Notes 5 Programming: 3 Organizing Info (N5PR03)
Notes 5 Programming: 4 Scripting (N5PR04)
Notes 5 Programming: 5 LotusScript (N5PR05)
Notes 5 Programming: 6 Java (N5PR06)

Novell 560 CNE Series **(560CNE)**
Novell 560 CNE: 1 NetWare Basics (560C01)
Novell 560 CNE: 2 Installation (560C02)
Novell 560 CNE: 3 Using NDS (560C03)
Novell 560 CNE: 4 File System (560C04)
Novell 560 CNE: 5 NDS Security (560C05)
Novell 560 CNE: 6 File Security (560C06)
Novell 560 CNE: 7 ZENworks (560C07)
Novell 560 CNE: 8 Advanced ZENworks (560C08)
Novell 560 CNE: 9 Distributed Printing (560C09)

Novell 570 CNE Advanced Administration Series **(570CNE)**
Novell 570 CNE: 1 Upgrading or Migrating (570C01)
Novell 570 CNE: 2 Managing the Server (570C02)
Novell 570 CNE: 3 The File System (570C03)
Novell 570 CNE: 4 NSS and Backup (570C04)
Novell 570 CNE: 5 Memory and CPU Performance (570C05)
Novell 570 CNE: 6 Disk and Network Performance (570C06)

Object-Oriented Analysis and Design Series **(OADLIB)**
Object-Oriented Analysis and Design: 1 Intro (OADC01)
Object-Oriented Analysis and Design: 2 System (OADC02)

OOP Using C++ Series **(CPPOOS)**
OOP Using C++: Week 1 (CPPC01)
OOP Using C++: Week 2 (CPPC02)
OOP Using C++: Week 3 (CPPC03)

Oracle Series **(ORD001)**
Oracle: 1 Introduction to PL/SQL (PLSC01)
Oracle: 2 Overview of Developer/2000 (ORDC01)
Oracle: 3 Forms 4.5 and Reports 2.5 (ORDC02)
Oracle: 4 Graphics 2.5 and Procedure Builder 1.5 (ORDC03)
Oracle: 5 Developer/2000 Applications (ORDC04)
Oracle: 6 Developer/2000 Integration (ORDC05)

Oracle8 Series **(ORC001)**
Oracle8: 1 Installing Oracle (ORCC01)
Oracle8: 2 Database Management (ORCC02)
Oracle8: 3 Building Databases (ORCC03)
Oracle8: 4 Files, Data, and Users (ORCC04)
Oracle8: 5 Database Schema Objects (ORCC05)
Oracle8: 6 Processes and Security (ORCC06)
Oracle8: 7 Backup and Recovery (ORCC07)

Oracle9i Database Fundamentals 1Z0-031 Series **(OR319I)**
Oracle9i Database Fundamentals 1Z0-031: 1
  Oracle Architecture and Tools (OR3101)
Oracle9i Database Fundamentals 1Z0-031: 2
  Managing Instances and Creating Databases (OR3102)
Oracle9i Database Fundamentals 1Z0-031: 3
  Managing the Database Structure (OR3103)
Oracle9i Database Fundamentals 1Z0-031: 4
  Managing Tablespaces and Datafiles (OR3104)
Oracle9i Database Fundamentals 1Z0-031: 5
  Managing Storage Structures and Undo Data (OR3105)
Oracle9i Database Fundamentals 1Z0-031: 6
  Managing Tables (OR3106)
Oracle9i Database Fundamentals 1Z0-031: 7
  Managing Indexes and Data Integrity (OR3107)

TECHNICAL GENERAL *(CONTINUED)*
Oracle9i Database Fundamentals 1Z0-031: 8
  Managing Users and Profiles (OR3108)
Oracle9i Database Fundamentals 1Z0-031: 9
  Managing Privileges and Roles (OR3109)
Oracle9i Database Fundamentals 1Z0-031: 10
  Exam Preparation (OR3110)

Oracle9i SQL 1Z0-007 Series **(ORO79I)**
Oracle9i SQL 1Z0-007: 1 Introduction to SQL (OR0701)

TECHNICAL GENERAL *(CONTINUED)*

SAS Series (SASSIX)
SAS: 1 Introduction (SAS601)
SAS: 2 Using SAS (SAS602)
SAS: 3 Data Manipulation (SAS603)
SAS: 4 DATA Step Programming (SAS604)
SAS: 5 Results (SAS605)
SAS: 6 Display Manager System (SAS606)
SAS: 7 Data Libraries (SAS607)
SAS: 8 Inputting Data and PROC SQL (SAS608)
SAS: 9 Combining and Updating Data Sets (SAS609)

Security+ Series (SCRTYP)
Security+: 1 Exam Basics (SCRT01)
Security+: 2 General Security Concepts (SCRT02)
Security+: 3 Remote Access and Wireless LANs (SCRT03)
Security+: 4 E-Mail, Internet, and File Security (SCRT04)
Security+: 5 Infrastructure Security (SCRT05)
Security+: 6 Security Baselines (SCRT06)
Security+: 7 Cryptography (SCRT07)
Security+: 8 Operational Security (SCRT08)
Security+: 9 Organizational Security (SCRT09)
Security+: 10 Practice Exam (SCRT10)

Server+ Series (SERVER)
Server+: 1 Network Terminology and Operating Systems (SERV01)
Server+: 2 Servers, Bus Structures, and Caching (SERV02)
Server+: 3 Memory (SERV03)
Server+: 4 Data Storage Systems (SERV04)
Server+: 5 Interfacing with the Network (SERV05)
Server+: 6 Installing Network Hardware (SERV06)
Server+: 7 Upgrading BIOS and Installing the Operating System (SERV07)
Server+: 8 Preventing Disasters (SERV08)
Server+: 9 Practice Exam (SERV09)

Solaris 8 System Administrator 310-011 Series (SLR8SA)
Solaris 8 System Administrator 310-011: 1 Installation, Initialization, and Shutdown (SLR801)
Solaris 8 System Administrator 310-011: 2 The Boot Process and Boot PROM (SLR802)
Solaris 8 System Administrator 310-011: 3 User and Software Package Administration (SLR803)
Solaris 8 Package Administration 310-011: 4 System Security and Remote Connection (SLR804)
Solaris Package Administration 310-011: 5 Process Control (SLR805)
Solaris 8 System Administrator 310-011: 6 File Systems, Files, and Directories (SLR806)
Solaris 8 System Administrator 310-011: 7 Disk Configuration (SLR807)
Solaris 8 System Administrators 310-011: 8 Backup and Recovery (SLR808)
Solaris 8 System Administrator 310-011: 9 vi Editor and Command Syntax (SLR809)
Solaris 8 System Administrator 310-011:10 LP Print **Service** (SLR810)
Solaris 8 System Administrator 310-011:11 Practice Exam (SLR811)

Solaris 9 System Administrator 310-014/310-015 Series (SOLARA)
Solaris 9 System Administrator 310-014/310-015: 1 Installation and Maintenance (SOLA01)
Solaris 9 System Administrator 310-014/310-015: 2 The User Environment and System Security (SOLA02)
Solaris 9 System Administrator 310-014/310-015: 3 File and Disk Administration (SOLA03)
Solaris 9 System Administrator 310-014/310-015: 4 Backups, Printing, and the Network Environment (SOLA04)
Solaris 9 System Administrator 310-014/310-015: 5 Access Control, Syslog, and Advanced Disk Management (SOLA05)
Solaris 9 System Administrator 310-014/310-015: 6 Network File System and Name Services (SOLA06)
Solaris 9 System Administrator 310-014/310-015: 7 Practice Exams (SOLA07)

SQL for the Windows Environment Series (SQLWFR)
SQL for the Windows Environment: 1 Introduction to Databases and SQL (SQLW01)
SQL for the Windows Environment: 2 Filtering Data (SQLW02)
SQL for the Windows Environment: 3 Calculations and Functions (SQLW03)
SQL for the Windows Environment: 4 Summarizing Data (SQLW04)
SQL for the Windows Environment: 5 Groups and Queries (SQLW05)
SQL for the Windows Environment: 6 Joins (SQLW06)
SQL for the Windows Environment: 7 Data and Tables (SQLW07)
SQL for the Windows Environment: 8 Views and Stored Procedures (SQLW08)
SQL for the Windows Environment: 9 Transaction Processing and Cursors (SQLW09)
SQL for the Windows Environment:10 Advanced SQL Functions (SQLW10)

Sun Java 2 Developer SCJD CX-310-252A/CX-310-027 Series (JADVEL)
Sun Java 2 Developer: 1 Designing the Application (JADV01)
Sun Java 2 Developer: 2 Creating the Application (JADV02)
Sun Java 2 Developer: 3 Completing the Application (JADV03)
Sun Java 2 Developer: 4 Exam Resources (JADV04)

Sybase Series (SYBLIB)
Sybase: 1 Introduction to Sybase (SYBC01)
Sybase: 2 Using SQL Server (SYBC02)
Sybase: 3 System Administration (SYBC03)
Sybase: 4 User Administration (SYBC04)
Sybase: 5 Programming with T-SQL (SYBC05)
Sybase: 6 Querying Databases with T-SQL (SYBC06)
Sybase: 7 T-SQL Commands (SYBC07)

TECHNICAL GENERAL *(CONTINUED)*

UML 2.0 Series (UMLDTE)
UML 2.0: 1 Understanding UML	(UMLD01)
UML 2.0: 2 Working with Class Diagrams	(UMLD02)
UML 2.0: 3 Working with Common Diagrams	(UMLD03)
UML 2.0: 4 Working with Specialized Diagrams	(UMLD04)

UNIX Systems Series (UNXLIB)
UNIX: 1 Introduction to UNIX	(UNXTC1)
UNIX: 2 Shells: Bourne, Korn, and C	(UNXTC3)
UNIX: 3 Shell Programming	(UNXTC4)
UNIX: 4 System Administration I	(UNXTC5)
UNIX: 5 System Administration II	(UNXTC6)
UNIX: 6 Process Management	(UNXTC7)

Visual Basic 2005 (L_VBAS)
Visual Basic 2005: 1 .NET Platform Architecture	(L_VB01)
Visual Basic 2005: 2 Managed Type Fundamentals	(L_VB02)
Visual Basic 2005: 3 Objects, Values, and Memory	(L_VB03)
Visual Basic 2005: 4 Reflection and Attributes	(L_VB04)
Visual Basic 2005: 5 Delegates and Events	(L_VB05)
Visual Basic 2005: 6 Asynchronous Execution	(L_VB06)
Visual Basic 2005: 7 Assemblies	(L_VB07)
Visual Basic 2005: 8 Windows Forms	(L_VB08)
Visual Basic 2005: 9 Code Access Security	(L_VB09)

Visual Basic 6 Series (VB6LIB)
Visual Basic 6.0: 1 Programming Basics	(V6BC01)
Visual Basic 6.0: 2 Controls and Coding	(V6BC02)
Visual Basic 6.0: 3 Coding the Details	(V6BC03)
Visual Basic 6.0: 4 Lists and More Controls	(V6BC04)
Visual Basic 6.0: 5 Using Supplied Tools	(V6BC05)
Visual Basic 6.0: 6 Data Files and Printing	(V6BC06)
Visual Basic 6.0: 7 Program Tuning	(V6BC07)
Visual Basic 6.0: 8 Delivering the Program	(V6BC08)

Windows 2000 Basics (WINSLIB)
Windows 2000 Basics: Server	(WINB02)

✔ Windows Vista Upgrade Series (MSVIST)
✔ Windows Vista Upgrade: 1 Understanding the New Interface	(MSVI01)
✔ Windows Vista Upgrade: 2 Using New Features and Applications	(MSVI02)
✔ Windows Vista Upgrade: 3 Planning a Corporate Deployment	(MSVI03)

TECHNICAL MICROSOFT (CONTINUED)

MS Exchange Server 5.5 Series (X51LIB)
Exchange Server 5.5: 1 Planning	(X51C01)
Exchange Server 5.5: 2 Strategies	(X51C02)
Exchange Server 5.5: 3 Installing	(X51C03)
Exchange Server 5.5: 4 Configuring	(X51C04)
Exchange Server 5.5: 5 Managing	(X51C05)
Exchange Server 5.5: 6 Monitoring	(X51C06)
Exchange Server 5.5: 7 Troubleshooting	(X51C07)
Exchange Server 5.5: 8 Connectivity	(X51C08)
Exchange Server 5.5: 9 Site Solutions	(X51C09)

Project Server 2003 Series (PRJSV3)
Project Server 2003: 1 Preparing to use Project Server	(PRJS01)
Project Server 2003: 2 Installing and Configuring Project Server	(PRJS02)
Project Server 2003: 3 Customizing Project Server	(PRJS03)
Project Server 2003: 4 Customizing PWA and PWA Housekeeping	(PRJS04)
Project Server 2003: 5 Identifying the Roles of the Project Manager and the Executive	(PRJS05)
Project Server 2003: 6 Using Project Web Access	(PRJS06)

Server 2003 Security Admin MCSA/MCSE 70-299 Series (SVSECA)
Server 2003 Security Admin MCSA/MCSE 70-299:1 Implementing, Managing, and Troubleshooting Security Policies	(SVSE01)
Server 2003 Security Admin MCSA/MCSE 70-299: 2 Network Communications Security and Patch Management	(SVSE02)
Server 2003 Security Admin MCSA/MCSE 70-299: 3 PKI Administration and IPSec Troubleshooting	(SVSE03)
Server 2003 Security Admin MCSA/MCSE 70-299: 4 Planning and Implementing Security for Remote Users and Wireless Networks	(SVSE04)
Server 2003 Security Admin MCSA/MCSE 70-299: 5 Practice Exams	(SVSE05)

SQL Server 2000 Admin MCDBA/MCSA/MCSE 70-228 Series (S228AD)
MCDBA/MCSA/MCSE 70-228:1 Basic Concepts and Installation	(S22801)
MCDBA/MCSA/MCSE 70-228:2 Advanced Installation	(S22802)
MCDBA/MCSA/MCSE 70-228:3 Creating and Managing Databases	(S22803)
MCDBA/MCSA/MCSE 70-228:4 Disaster Recovery and Data Integrity	(S22804)
MCDBA/MCSA/MCSE 70-228:5 Extracting and Securing Data	(S22805)
MCDBA/MCSA/MCSE 70-228:6 Automation and Performance	(S22806)
MCDBA/MCSA/MCSE 70-228:7 Practice Exam	(S22807)

TECHNICAL MICROSOFT (CONTINUED)

SQL Server 2000 Database Design Series MCSE 70-229 (SQL229)

MCSE 70-229: 1 Data Modeling and Database Creation (SQL201)
MCSE 70-229: 2 Database Objects (SQL202)
MCSE 70-229: 3 Retrieving and Modifying Data (SQL203)
MCSE 70-229: 4 Indexes and Views (SQL204)
MCSE 70-229: 5 Database Programming (SQL205)
MCSE 70-229: 6 Remote Data Access and XML (SQL206)
MCSE 70-229: 7 Optimization and Security (SQL207)
MCSE 70-229: 8 Exam Preparation 1 (SQL208)
MCSE 70-229: 9 Exam Preparation 2 (SQL209)

✔SQL Server 2005 MCTS 70-431 Series (SQL431)

✔SQL Server 2005 MCTS 70-431: 1 Installing and Configuring SQL Server 2005 (SQL401)
✔SQL Server 2005 MCTS 70-431: 2 Creating Databases (SQL402)
✔SQL Server 2005 MCTS 70-431: 3 Working with Tables and Programmability Objects (SQL403)
✔SQL Server 2005 MCTS 70-431: 4 Implementing Database Objects (SQL404)
✔SQL Server 2005 MCTS 70-431: 5 Supporting the XML Framework (SQL405)
✔SQL Server 2005 MCTS 70-431: 6 Enhancing Data Consumption and Throughput (SQL406)
✔SQL Server 2005 MCTS 70-431: 7 Maintaining and Backing Up Databases (SQL407)
✔SQL Server 2005 MCTS 70-431: 8 Monitoring Performance (SQL408)
✔SQL Server 2005 MCTS 70-431: 9 Troubleshooting and Optimizing (SQL409)
✔SQL Server 2005 MCTS 70-431:10 Implementing High Availability (SQL410)
✔SQL Server 2005 MCTS 70-431:11 Practice Exams (SQL411)

SQL Server 6.5 Series (SQS001)

SQL Server 6.5: 1 Introduction (SQSC01)
SQL Server 6.5: 2 Installation and Setup (SQSC02)
SQL Server 6.5: 3 Users and Replication (SQSC03)
SQL Server 6.5: 4 Database Administration (SQSC04)
SQL Server 6.5: 5 System Management (SQSC05)
SQL Server 6.5: 6 Tuning for Performance (SQSC06)

SQL Server 7 Admin Series (LA7LIB)

SQL Server 7 Admin: 1 Security Strategy (LA7C01)
SQL Server 7 Admin: 2 System Requirements (LA7C02)
SQL Server 7 Admin: 3 Migration Planning (LA7C03)
SQL Server 7 Admin: 4 Replication Plans (LA7C04)
SQL Server 7 Admin: 5 Installing the Server (LA7C05)
SQL Server 7 Admin: 6 Other Installations (LA7C06)
SQL Server 7 Admin: 7 Configuring (LA7C07)
SQL Server 7 Admin: 8 Security Management (LA7C08)
SQL Server 7 Admin: 9 Managing Accounts (LA7C09)
SQL Server 7 Admin: 10 Managing Permissions (LA7C10)
SQL Server 7 Admin: 11 Database Management (LA7C11)
SQL Server 7 Admin: 12 Loading Databases (LA7C12)
SQL Server 7 Admin: 13 Backups and Restores (LA7C13)
SQL Server 7 Admin: 14 Managing Replication (LA7C14)
SQL Server 7 Admin: 15 Management Tasks (LA7C15)
SQL Server 7 Admin: 16 Monitoring Events (LA7C16)
SQL Server 7 Admin: 17 Watching & Optimizing (LA7C17)
SQL Server 7 Admin:18 Server Repair (LA7C18)
SQL Server 7 Admin:19 More Troubleshooting (LA7C19)

TCP/IP SERIES (TCP001)

TCP/IP: 1 Introduction to TCP/IP Concepts (TCPC01)
TCP/IP: 2 Data Delivery and Routing (TCPC02)
TCP/IP: 3 Microsoft TCP/IP and IIS (TCPC03)
TCP/IP: 4 Printing Services and DHCP (TCPC04)
TCP/IP: 5 Name Resolution and WINS (TCPC05)
TCP/IP: 6 Introduction to DNS Server (TCPC06)
TCP/IP: 7 Managing DNS and TCP/IP (TCPC07)
TCP/IP: 8 Utilities for Monitoring TCP/IP (TCPC08)
TCP/IP: 9 Performance Monitor and RAS (TCPC09)
TCP/IP: 10 PPTP and Troubleshooting (TCPC10)

Visual Basic .NET for Web MCSD/MCAD 70-305 Series (VBNWEB)

Visual Basic .NET for Web MCSD/MCAD 70-305: 1 Web Forms and Controls (VBNW01)
Visual Basic .NET for Web MCSD/MCAD 70-305: 2 User Interface Navigation and Error Handling (VBNW02)
Visual Basic .NET for Web MCSD/MCAD 70-305: 3 Binding, Consuming, and Manipulating Data (VBNW03)
Visual Basic .NET for Web MCSD/MCAD 70-305: 4 Components, Assemblies, and Web Services (VBNW04)
Visual Basic .NET for Web MCSD/MCAD 70-305: 5 Globalization and Legacy Code (VBNW05)
Visual Basic .NET for Web MCSD/MCAD 70-305: 6 Maintaining, Supporting, and Configuring Web Applications (VBNW06)
Visual Basic .NET for Web MCSD/MCAD 70-305: 7 Testing, Debugging, and Deploying Web Applications (VBNW07)
Visual Basic .NET for Web MCSD/MCAD 70-305: 8 Practice Exams (VBNW08)

TECHNICAL MICROSOFT (CONTINUED)

Visual Basic .NET for XML Web MCSD/MCAD 70-310 Series **(XMLBAS)**

Visual Basic .NET for XML Web MCSD/MCAD 70-310: DataSets and XML Data	(XMIB01)
Visual Basic .NET for XML Web MCSD/MCAD 70-310: .NET Remoting and Web Services	(XMIB02)
Visual Basic .NET for XML Web MCSD/MCAD 70-310: Windows Services and Component Services	(XMIB03)
Visual Basic .NET for XML Web MCSD/MCAD 70-310: Testing, Debugging, and Deployment	(XMIB04)
Visual Basic .NET for XML Web MCSD/MCAD 70-310: Security Issues	(XMIB05)
Visual Basic .NET for XML Web MCSD/MCAD 70-310: Practice Exams	(XMIB06)

Visual Basic.NET Windows Apps MCSD/MCAD 70-306 Series **(VBWIND)**

MCSD/MCAD 70-306: 1 Windows Forms and Controls	(VBWI01)
MCSD/MCAD 70-306: 2 Exceptions, Components, and Assemblies	(VBWI02)
MCSD/MCAD 70-306: 3 Binding and Manipulating Data	(VBWI03)
MCSD/MCAD 70-306: 4 Globalization and User Services	(VBWI04)
MCSD/MCAD 70-306: 5 Testing, Deploying, and Maintaining Windows Applications	(VBWI05)
MCSD/MCAD 70-306: 6 Practice Exam	(VBWI06)

Visual C# Web Application MCAD 70-315 Series **(WAC315)**

MCAD 70-315: 1 Introducing Web Forms	(WAC301)
MCAD 70-315: 2 Controls and Input Validation	(WAC302)
MCAD 70-315: 3 Implementing Navigation for the User Interface	(WAC303)
MCAD 70-315: 4 Error Handling, User Assistance, and Accessibility	(WAC304)
MCAD 70-315: 5 Data Binding	(WAC305)
MCAD 70-315: 6 Accessing and Manipulating Data	(WAC306)
MCAD 70-315: 7 SQL Server Data and Data Errors	(WAC307)
MCAD 70-315: 8 Managing.NET Components and Assemblies	(WAC308)
MCAD 70-315: 9 Web Services, Globalization, and Legacy Code	(WAC309)
MCAD 70-315: 10 Testing and Debugging Web Applications	(WAC310)
MCAD 70-315: 11 Deploying a Web Application and Using Shared Assemblies	(WAC311)
MCAD 70-315: 12 Maintaining, Supporting, and Configuring Web Applications	(WAC312)
MCAD 70-315: 13 Practice Exam	(WAC313)

Visual C# XML MCAD 70-320 Series **(XMC320)**

MCAD 70-320: 1 Creating and Manipulating DataSets	(XMC301)
MCAD 70-320: 2 Accessing and Manipulating SQL Server Data	(XMC302)
MCAD 70-320: 3 Accessing and Manipulating XML Data	(XMC303)
MCAD 70-320: 4 .Net Remoting Architecture	(XMC304)
MCAD 70-320: 5 Applying .NET Remoting	(XMC305)
MCAD 70-320: 6 Web Services	(XMC306)
MCAD 70-320: 7 Windows Services	(XMC307)
MCAD 70-320: 8 Component Services	(XMC308)
MCAD 70-320: 9 Enterprise Services And Unmanaged Code	(XMC309)
MCAD 70-320: 10 Testing and Debugging	(XMC310)
MCAD 70-320: 11 Deployment	(XMC311)
MCAD 70-320: 12 Security	(XMC312)
MCAD 70-320: 13 Practice Exam	(XMC313)

Visual Studio .NET Advanced Topics Series **(VTOPST)**

Visual Studio .NET Advanced Topics: 1 Using Rich Web Controls and Debugging Applications	(VTOP01)
Visual Studio .NET Advanced Topics: 2 Data Binding and Working with Control Templates	(VTOP02)
Visual Studio .NET Advanced Topics: 3 Creating Mobile Applications and Using ADO.NET	(VTOP03)
Visual Studio .NET Advanced Topics: 4 Working with XML.Configuration and HTTP Handlers	(VTOP04)
Visual Studio .NET Advanced Topics: 5 Caching, Security, and Migration	(VTOP05)
Visual Studio .NET Advanced Topics: 6 Working with Web Services	(VTOP06)
Visual Studio .NET Advanced Topics: 7 Deploying Applications	(VTOP07)

Visual Studio .NET and ASP .NET Series **(VASPST)**

Visual Studio.NET and ASP .NET: 1 Getting Started	(VASP01)
Visual Studio.NET and ASP .NET: 2 Using Server Controls	(VASP02)
Visual Studio.NET and ASP .NET: 3 Working with Validation and Composite Controls	(VASP03)

Visual Studio .NET Overview Series **(VSTINT)**

Visual Studio. NET Overview: 1 Exploring the . NET Initiative	(VSTI01)
Visual Studio. NET Overview: 2 Languages and Application Development	(VSTI02)
Visual Studio. NET Overview: 3 Getting Started with .NET	(VSTI03)

Visual Studio .NET Programming with Visual C# Series **(VPRGST)**

Visual Studio.NET Programming with Visual C#: 1 Getting Started	(VPRG01)
Visual Studio.NET Programming with Visual C#: 2 Arrays and Classes	(VPRG02)
Visual Studio.NET Programming with Visual C#: 3 Creating Windows Applications	(VPRG03)

TECHNICAL MICROSOFT (CONTINUED)

Windows 2000 Active Directory MCSE 70-217 Series **(W217AD)**

MCSE 70-217: 1 Preparing for Active Directory	(W21701)
MCSE 70-217: 2. Building an Active Directory	

Structure (W21702)
MCSE 70-217: 3 Administering Active Directory
 Services (W21703)
MCSE 70-217: 4 Managing Servers (W21704)
MCSE 70-217: 5 Understanding Group Policy (W21705)
MCSE 70-217: 6 Managing User Environments
 with Group Policy (W21706)
MCSE 70-217: 7 Distributing Software with
 Group Policy (W21707)
MCSE 70-217: 8 Managing Security with Group
 Policy (W21708)
MCSE 70-217: 9 Using Remote Installation
Services (W21709)

Windows 2000 Directory Design MCSE 70-219 Series (W219DD)
MCSE 70-219: 1 Analyzing Business Requirements (W21901)
MCSE 70-219: 2 Analyzing the Technical
 Environment (W21902)
MCSE 70-219: 3 Analyzing Performance and Access (W21903)
MCSE 70-219: 4 Analyzing Security Considerations (W21904)
MCSE 70-219: 5 Analyzing the Impact of Active
 Directory (W21905)
MCSE 70-219: 6 Analyzing Client Management
 Requirements (W21906)
MCSE 70-219: 7 Directory Naming and DNS
 Placement (W21907)
MCSE 70-219: 8 Designing Directory Service
 Architecture (W21908)
MCSE 70-219: 9 Designing a Site Topology and
 Service Locations (W21909)
MCSE 70-219: 10 Designing an OU Management
 Structure (W21910)
MCSE 70-219: 11 Designing a Group Policy
 Management Structure (W21911)
MCSE 70-219: 12 Planning for Coexistence with
Other Directories (W21912)
MCSE 70-219: 13 Schema Modification Policy and
 Implementation Plan (W21913)

Windows 2000 Network Administration MCSE 70-216 Series (W216NA)
Windows 2000 Network Administration MCSE
 70-216: 1 Working with DNS and DHCP (W21601)
Windows 2000 Network Administration MCSE
 70-216: 2 Working with Remote Access (W21602)
Windows 2000 Network Administration MCSE
 70-216: 3 Working with Network Protocols (W21603)
Windows 2000 Network Administration MCSE
 70-216: 4 Working with WINS and NAT (W21604)
Windows 2000 Network Administration MCSE
 70-216: 5 Working with IP Routing (W21605)
Windows 2000 Network Administration MCSE
 70-216: 6 Working with Certificate Services (W21606)

Windows 2000 Network Design MCSE 70-221 Series (W22AND)
Windows 2000 Network Design MCSE 70-221: 1
 Analyzing Business Needs (W22101)
Windows 2000 Network Design MCSE 70-221: 2
 Analyzing Technical Needs (W22102)
Windows 2000 Network Design MCSE 70-221: 3
 Infrastructure Design (W22103)
Windows 2000 Network Design MCSE 70-221: 4
 DHCP and Name Services (W22104)
Windows 2000 Network Design MCSE 70-221: 5
Designing for the Internet (W22105)
Windows 2000 Network Design MCSE 70-221: 6
Designing a WAN (W22106)
Windows 2000 Network Design MCSE 70-221: 7
 Management and Services (W22107)

Windows 2000 Network Management MCSA 70-218 Series (W218NM)
Windows 2000 Network Management MCSA 70-218: 1
 Installing Devices and Managing Disks (W21801)
Windows 2000 Network Management MCSA 70-218: 2
 Configuring Volume Features and Replication (W21802)
Windows 2000 Network Management MCSA 70-218: 3
 Managing Permissions and Resources (W21803)
Windows 2000 Network Management MCSA 70-218: 4
 Updating Windows and Software (W21804)
Windows 2000 Network Management MCSA 70-218: 5
 Managing Group Policy (W21805)
Windows 2000 Network Management MCSA 70-218: 6
 Implementing Auditing and Account Policies (W21806)
Windows 2000 Network Management MCSA 70-218: 7
 Controlling File and Web Access (W21807)
Windows 2000 Network Management MCSA 70-218: 8
 Monitoring and Backing Up Systems (W21808)
Windows 2000 Network Management MCSA 70-218: 9
 Managing TPC/IP and DHCP (W21809)
Windows 2000 Network Management MCSA 70-218: 10
 Administering Name Resolution and DNS (W21810)
Windows 2000 Network Management MCSA 70-218: 11
 Managing Remote Access (W21811)
Windows 2000 Network Management MCSA 70-218: 12
 Configuring VPNs and Terminal Services (W21812)
Windows 2000 Network Management MCSA 70-218: 13
 Practice Test (W21813)

TECHNICAL MICROSOFT (CONTINUED)

Windows 2000 Professional Series MCSE 70-210 Series (WINPRO)

Windows 2000 Prof MCSE 70-210: 1 Installation	(WINP01)
Windows 2000 Prof MCSE 70-210: 2 Remote Installation and Upgrades	(WINP02)
Windows 2000 Prof MCSE 70-210: 3 Administering Resource	(WINP03)
Windows 2000 Prof MCSE 70-210: 4 Administering Shared Resources	(WINP04)
Windows 2000 Prof MCSE 70-210: 5 Managing Disks	(WINP05)
Windows 2000 Prof MCSE 70-210: 6 Managing Hardware	(WINP06)
Windows 2000 Prof MCSE 70-210: 7 Monitoring and Optimizing Your System	(WINP07)
Windows 2000 Prof MCSE 70-210: 8 Configuring Your Desktop	(WINP08)
Windows 2000 Prof MCSE 70-210: 9 Networking with Windows 2000 Professional	(WINP09)
Windows 2000 Prof MCSE 70-210: 10 Using TCP/IP	(WINP10)
Windows 2000 Prof MCSE 70-210: 11 Managing Users and Groups	(WINP11)
Windows 2000 Prof MCSE 70-210: 12 Securing Your System	(WINP12)

Windows 2000 Security Design Series 70-220 (W220SC)

Windows 2000 Security Design MCSE 70-220: 1 Analyzing Business Requirements	(W22001)
Windows 2000 Security Design MCSE 70-220: 2 Analyzing Technical Requirements	(W22002)
Windows 2000 Security Design MCSE 70-220: 3 Establishing a Security Baseline	(W22003)
Windows 2000 Security Design MCSE 70-220: 4 Planning Security for System Resources	(W22004)
Windows 2000 Security Design MCSE 70-220: 5 Designing a Security Group Strategy	(W22005)
Windows 2000 Security Design MCSE 70-220: 6 Designing Security Policy Inheritance	(W22006)
Windows 2000 Security Design MCSE 70-220: 7 Protecting Resources with Auditing and Encryption	(W22007)
Windows 2000 Security Design MCSE 70-220: 8 Using Native Windows 2000 Authentication	(W22008)
Windows 2000 Security Design MCSE 70-220: 9 Using Alternate Authentication Strategies	(W22009)
Windows 2000 Security Design MCSE 70-220: 10 Designing a Public Key Infrastructure	(W22010)
Windows 2000 Security Design MCSE 70-220: 11 Designing Security for Network Services	(W22011)
Windows 2000 Security Design MCSE 70-220: 12 Designing Security for Access Between Networks	(W22012)
Windows 2000 Security Design MCSE 70-220: 13 Designing Security for Communications Channels	(W22013)

Windows 2000 Server Series 70-215 (W215SR)

Windows 2000 Server MCSE 70-215: 1 Installation	(W21501)
Windows 2000 Server MCSE 70-215: 2 Hardware	(W21502)
Windows 2000 Server MCSE 70-215: 3 Controlling Access to Files and Folders	(W21503)
Windows 2000 Server MCSE 70-215: 4 Controlling Access to Web Resources and Printers	(W21504)
Windows 2000 Server MCSE 70-215: 5 Optimizing Your Server	(W21505)
Windows 2000 Server MCSE 70-215: 6 Recovering from Disaster	(W21506)
Windows 2000 Server MCSE 70-215: 7 Configuring Disks and Volumes	(W21507)
Windows 2000 Server MCSE 70-215: 8 Administering Disks	(W21508)
Windows 2000 Server MCSE 70-215: 9 Networking Your Server	(W21509)
Windows 2000 Server MCSE 70-215: 10 Implementing Remote Access	(W21510)
Windows 2000 Server MCSE 70-215: 11 Implementing Terminal Services	(W21511)
Windows 2000 Server MCSE 70-215: 12 Using Security Features	(W21512)

Windows Server 2003 Active Directory MCSE 70-294 Series (W294AD)

MCSE 70-294: 1 Active Directory Infrastructure Overview	(W29401)
MCSE 70-294: 2 Working with User, Group, and Computer Accounts	(W29402)
MCSE 70-294: 3 Creating User and Group Strategies	(W29403)
MCSE 70-294: 4 Working with Forests and Domains	(W29404)
MCSE 70-294:5 Restructuring a Forest and Renaming Domains	(W29405)
MCSE 70-294:6 Working with Trusts and Organizational Units	(W29406)
MCSE 70-294: 7 Working with Active Directory Sites	(W29407)
MCSE 70-294:8 Working with Domain Controllers	(W29408)
MCSE 70-294:9 Working with Global Catalog Servers and Schema	(W29409)
MCSE 70-294:10 Working with Group Policy	(W29410)
MCSE 70-294:11 Deploying Software Via Group Policy	(W29411)
MCSE 70-294:12 Ensuring Active Directory Availability	(W29412)

TECHNICAL MICROSOFT (CONTINUED)

Windows Server 2003 Administration MCSA/MCSE 70-290 Series **(W290SA)**

Windows Server 2003 Administration MCSA/MCSE
 70-290: 1 Overview of Windows Server 2003 (W29001)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 2 Managing Physical and Logical
 Disks (W29002)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 3 Configuring, Monitoring,
 and Troubleshooting Server Hardware (W29003)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 4 Managing User, Group, and
 Computer Accounts (W29004)
MCSA/MCSE70-290: 5 Managing Access to
 Resources (W29005)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 6 Configuring Terminal Services (W29006)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 7 Managing and Troubleshooting Terminal
 Services (W29007)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 8 Using Server Management Tools (W29008)
Windows Server 2003 Administration MCSA/MCSE
 70-290: 9 Managing Web Servers in IIS 6.0 (W29009)
Windows Server 2003 Administration MCSA/MCSE
 70-290:10 Monitoring Performance and Security (W29010)
Windows Server 2003 Administration MCSA/MCSE
 70-290:11 Planning Disaster Recovery (W29011)
Windows Server 2003 Administration MCSA/MCSE
 70-290:12 Implementing Disaster Recovery (W29012)

Windows Server 2003 Infrastructure MCSE 70-297 Series **(SRINFR)**

MCSE 70-297: 1 Assessing the Environment (SRIN01)
MCSE 70-237: 2 Developing the Active Directory
 Infrastructure Design (SRIN02)
MCSE 70-237: 3 Developing the Network Services
 Design (SRIN03)
MCSE 70-237: 4 Designing Logical Components (SRIN04)
MCSE 70-237: 5 Name Resolution (SRIN05)
MCSE 70-238: 6 Remote Access and Address
 Management (SRIN06)
MCSE 70-238: 7 Service Placement and Sizing (SRIN07)
MCSE 70-238: 8 The Physical Design (SRIN08)
MCSE 70-238: 9 Practice Exam (SRIN09)

Windows Server 2003 Network Management MCSE 70-291 Series **(W291NI)**

Windows Server 2003 Network Management
 MCSE 70-291: 1 TCP/IP Protocol (W29101)
Windows Server 2003 Network Management
 MCSE 70-291: 2 IP Addressing and Routing (W29102)
Windows Server 2003 Network Management MCSE
 70-291: 3 Classless Subnet Masking and Client
 Address Configuration (W29103)
Windows Server 2003 Network Management MCSE
 70-291: 4 The Dynamic Host Configuring
 Protocol (DHCP) (W29104)
Windows Server 2003 Network Management
 MCSE 70-291: 5 Integrating and
 Troubleshooting DHCP (W29105)
Windows Server 2003 Network Management
 MCSE 70-291: 6 Windows Internet Name
 Server (WINS) (W29106)
Windows Server 2003 Network Management
 MCSE 70-291: 7 WINS Client and Interoperability
 and NetBIOS (W29107)
Windows Server 2003 Network Management
 MCSE 70-291: 8 Domain Naming System
Concepts (W29108)
Windows Server 2003 Network Management
 MCSE 70-291: 9 The DNS Server (W29109)
Windows Server 2003 Network Management
 MCSE 70-291:10 Routing and Remote Access
 Service VPN Services (W29110)
Windows Server 2003 Network Management
 MCSE 70-291: 11 Security Templates and
Software Updates (W29111)
Windows Server 2003 Network Management
 MCSE 70-291: 12 Monitoring and
 Troubleshooting Network Activity (W29112)
Windows Server 2003 Network Management
 MCSE 70-291: 13 LAN Routing and Dial-Up
Services (W29113)
Windows Server 2003 Network Management
 MCSE 70-291: 14 LAN and Dial-Up Services (W29114)

TECHNICAL MICROSOFT (CONTINUED)

Windows Server 2003 Network Planning MCSE 70-293 Series **(W293NP)**

Windows Server 2003 Network Planning MCSE
 70-293:1 Using Planning Tools and Documentation (W29301)
Windows Server 2003 Network Planning MCSE
70-293:2 Server Roles and Security (W29302)
Windows Server 2003 Network Planning MCSE
 70-293:3 TCP/IP Infrastructure (W29303)
Windows Server 2003 Network Planning MCSE
 70-293:4 Routing (W29304)
Windows Server 2003 Network Planning MCSE
70-293:5 Internet Connectivity (W29305)
Windows Server 2003 Network Planning MCSE
 70-293:6 DNS Name Resolution (W29306)
Windows Server 2003 Network Planning MCSE
 70-293:7 NetBIOS Name Resolution (W29307)
Windows Server 2003 Network Planning MCSE
 70-293: 8 Remote Access (W29308)
Windows Server 2003 Network Planning MCSE
 70-293: 9 High Availability (W29309)
Windows Server 2003 Network Planning MCSE
 70-293: 10 Windows Cluster Services and Network
Load Balancing (W29310)
Windows Server 2003 Network Planning MCSE
 70-293: 11 Internet Protocol (W29311)
Windows Server 2003 Network Planning MCSE
 70-293: 12 Security Framework (W29312)
Windows Server 2003 Network Planning MCSE
 70-293: 13 Public Key Infrastructure (W29313)

Windows Server 2003 Security MCSE 70-298 Series **(SRSCUR)**

MCSE 70-298: 1 Designing a Secure Network
   Framework (SRSC01)
MCSE 70-298: 2 Defining a Baseline Security
 Template (SRSC02)
MCSE 70-298: 3 Designing Role-Based Server
 Security (SRSC03)
MCSE 70-298: 4 Securing a Public Key Infrastructure
 and Network Management Processes (SRSC04)
MCSE 70-298: 5 Designing Network Infrastructure
 Security (SRSC05)
MCSE 70-298: 6 Securing Data Transmissions and
 Wireless Networks (SRSC06)
MCSE 70-298: 7 Securing Internet Information
Services (SRSC07)
MCSE 70-298: 8 Securing VPNs, Extranets, and
 Network Clients (SRSC08)
MCSE 70-298: 9 Securing Active Directory (SRSC09)
MCSE 70-298: 10 Designing an Access Control
 Strategy for Files and Folders (SRSC10)
MCSE 70-298: 11 Designing an Encrypted File
System and Securing Backup/Restore Processes (SRSC11)
MCSE 70-298: 12 Practice Exam (SRSC12)

Windows Server 2003 Series **(WSERVR)**

Windows Server 2003: 1 Installation and Setup (WSER01)
Windows Server 2003: 2 Working with Active
Directory (WSER02)
Windows Server 2003: 3 Printing and IP
 Addressing (WSER03)
Windows Server 2003: 4 Managing Users and
  Permissions (WSER04)
Windows Server 2003: 5 Managing Backup and
  Security (WSER05)

Windows XP Application Support MCDST 70-272 Series **(XPAPPS)**

Windows XP Application Support MCDST 70-272: 1
 The Operating System and Internet Explorer (XPAP01)
Windows XP Application Support MCDST 70-272: 2
 Office and Outlook Applications (XPAP02)
Windows XP Application Support MCDST 70-272: 3
Hardware and Network Connectivity (XPAP03)
Windows XP Application Support MCDST 70-272: 4
 Application Security and Security Incidents (XPAP04)
Windows XP Application Support MCDST 70-272: 5
 Practice Exams (XPAP05)

Windows XP Professional MCSE 70-270 Series **(X270PR)**

Windows XP Professional MCSE 70-270: 1
Installation (X27001)
Windows XP Professional MCSE 70-270: 2
  Administering Resources (X27002)
Windows XP Professional MCSE 70-270: 3
 Configuring Hardware (X27003)
Windows XP Professional MCSE 70-270: 4
 Optimizing the System (X27004)
Windows XP Professional MCSE 70-270: 5
 Configuring the Desktop (X27005)
Windows XP Professional MCSE 70-270: 6
 Networking the System (X27006)
Windows XP Professional MCSE 70-270: 7
 Securing the System (X27007)

Windows XP System Support MCDST 70-271 Series **(W271SU)**

MCDST 70-271: 1 Installing Windows XP (W27101)
MCDST 70-271: 2 Configuring and Troubleshooting
 Resources (W27102)
MCDST 70-271: 3 Managing Disks (W27103)
MCDST 70-271: 4 Managing Hardware Devices (W27104)
MCDST 70-271: 5 Configuring the Desktop and
 User Profiles (W27105)
MCDST 70-271: 6 Performance Monitoring and
 Network Troubleshooting (W27106)
MCDST 70-271: 7 Practice Exam (W27107)

TECHNICAL WEB DEVELOPMENT (TWEB)

CGI/Perl Series (CGP001)
CGI/Perl: 1 Getting Familiar with Forms (CGPC01)
CGI/Perl: 2 Building Programs (CGPC02)
CGI/Perl: 3 Web Applications (CGPC03)
CGI/Perl: 4 Interacting with Databases (CGPC04)

Certified Internet Webmaster Foundations 1D0-410 Series (CIWFND)
CIW Foundations 1D0-410: 1 The Internet and the World Wide Web (CIWF01)
CIW Foundations 1D0-410: 2 E-Mail, FTP, Newsgroups and Telnet (CIWF02)
CIW Foundations 1D0-410: 3 Objects, Plug-Ins, Viewers and Security (CIWF03)
CIW Foundations 1D0-410: 4 Search Engines and E-Commerce (CIWF04)
CIW Foundations 1D0-410: 5 Web Page Authoring and HTML Coding (CIWF05)
CIW Foundations 1D0-410: 6 Graphical Elements, Hyperlinks and Tables (CIWF06)
CIW Foundations 1D0-410: 7 Forms, Images and Frames (CIWF07)
CIW Foundations 1D0-410: 8 HTML Editors and Extensions (CIWF08)
CIW Foundations 1D0-410: 9 Networking, Protocols LANs and WANs (CIWF09)
CIW Foundations 1D0-410: 10 Internet Addressing and Servers (CIWF10)
CIW Foundations 1D0-410: 11 Scripting, Connectivity and Security (CIWF11)
CIW Foundation 1D0-410: 12 Practice Exam for Internet Fundamentals (CIWF12)
CIW Foundation 1D0-410: 13 Practice Exam for Web Page Authoring Fundamentals (CIWF13)
CIW Foundation 1D0-410: 14 Practice Exam for Networking Fundamentals (CIWF14)

✓CIW Foundations 1D0-510 Series (L_CIWF)
✓CIW Foundations 1D0-510: 1 IT Job Roles (L_CI01)
✓CIW Foundations 1D0-510: 2 Internet Access Infrastructure (L_CI02)
✓CIW Foundations 1D0-510: 3 Web Browsers (L_CI03)
✓CIW Foundations 1D0-510: 4 Electronic Mail (L_CI04)
✓CIW Foundations 1D0-510: 5 Networking and Internet Services (L_CI05)
✓CIW Foundations 1D0-510: 6 Communicating with Internet Technology (L_CI06)
✓CIW Foundations 1D0-510: 7 Web Browser Customizations (L_CI07)
✓CIW Foundations 1D0-510: 8 Internet Client Security Issues (L_CI08)
✓CIW Foundations 1D0-510: 9 Web Search Engines (L_CI09)
✓CIW Foundations 1D0-510:10 PIMs, File Transmissions ,and Usage Issues (L_CI10)
✓CIW Foundations 1D0-510:11 Project Management Concepts (L_CI11)
✓CIW Foundations 1D0-510:12 Database Concepts (L_CI12)
✓CIW Foundations 1D0-510:13 Web Page Creation (L_CI13)
✓CIW Foundations 1D0-510:14 HTML and Graphics (L_CI14)
✓CIW Foundations 1D0-510:15 Web Page Design and Color (L_CI15)
✓CIW Foundations 1D0-510:16 HTML User-Input Forms (L_CI16)
✓CIW Foundations 1D0-510:17 HTML Frames (L_CI17)
✓CIW Foundations 1D0-510:18 XML and Server-Side Programming Languages (L_CI18)
✓CIW Foundations 1D0-510:19 Web Site Navigation and Accessibility (L_CI19)
✓CIW Foundations 1D0-510:20 Cascading Style Sheets (CSS) (L_CI20)
✓CIW Foundations 1D0-510:21 Extensible Hypertext Markup Language (XHTML) (L_CI21)
✓CIW Foundations 1D0-510:22 Web Technologies (L_CI22)
✓CIW Foundations 1D0-510:23 GUI HTML-Editing Software (L_CI23)
✓CIW Foundations 1D0-510:24 Web Site Performance Issues (L_CI24)
✓CIW Foundations 1D0-510:25 Web Site Planning (L_CI25)
✓CIW Foundations 1D0-510:26 Web Site Development and Maintenance (L_CI26)
✓CIW Foundations 1D0-510:27 Oral Web Site Presentation (L_CI27)
✓CIW Foundations 1D0-510:28 E-Commerce Technologies and Concepts (L_CI28)
✓CIW Foundations 1D0-510:29 Database Connectivity (L_CI29)
✓CIW Foundations 1D0-510:30 Service Providers (L_CI30)
✓CIW Foundations 1D0-510:31 The End User Experience/ Site Creativity (L_CI31)
✓CIW Foundations 1D0-510:32 Copyright and Ethical Issues (L_CI32)
✓CIW Foundations 1D0-510:33 Basic Data Communications (L_CI33)
✓CIW Foundations 1D0-510:34 Networking Hardware (L_CI34)
✓CIW Foundations 1D0-510:35 IP Addresses (L_CI35)
✓CIW Foundations 1D0-510:36 Internet Servers (L_CI36)
✓CIW Foundations 1D0-510:37 Client Performance Issues (L_CI37)

TECHNICAL WEB DEVELOPMENT *(CONTINUED)*

✓*CIW Foundations 1D0-510 Series Continued*

✓CIW Foundations 1D0-510:38 Network-Aware System
Maintenance (L_CI38)

✓CIW Foundations 1D0-510:39 Network-Based Client
Operating Systems (L_CI39)

✓CIW Foundations 1D0-510:40 Wireless Networks (L_CI40)

✓CIW Foundations 1D0-510:41 Managing IT
Careers (L_CI41)

Certified Internet Webmaster Security 1D0-470 Series	**(CIWSEC)**
CIW Security 1D0-470: 1 Security fundamentals	(CIWS01)
CIW Security 1D0-470: 2 Attack Types and Encryption	(CIWS02)
CIW Security 1D0-470: 3 Protocol Layers and Security	(CIWS03)
CIW Security 1D0-470: 4 Firewalls	(CIWS04)
CIW Security 1D0-470: 5 Operating System Security	(CIWS05)
CIW Security 1D0-470: 6 Assessing and Reducing Risk	(CIWS06)
CIW Security 1D0-470: 7 Security Auditing	(CIWSO7)
CIW Security 1D0-470: 8 Auditing and the Control Phase	(CIWS08)
CIW Security 1D0-470: 9 Attack Detection and Response	(CIWS09)
CIW Security 1D0-470: 10 Auditing and Log Analysis	(CIWS10)

ColdFusion MX Series	**(CFUSMX)**
ColdFusion MX: 1 Introduction and Installation	(CFUS01)
ColdFusion MX: 2 Talking with the Database	(CFUS02)
ColdFusion MX: 3 Displaying Data	(CFUS03)
ColdFusion MX: 4 Programming and Application Framework	(CFUS04)
ColdFusion MX: 5 Custom Tags and Building Blocks	(CFUS05)
ColdFusion MX: 6 Using E-mail, Complex Data Types, and FTP	(CFUS06)
ColdFusion MX: 7 Securing, Debugging, and Improving Application Performance	(CFUS07)
ColdFusion MX: 8 Using Flash, Java, and XML	(CFUS08)
ColdFusion MX: 9 Integration and Understanding Fusebox and FLiP	(CFUS09)
ColdFusion MX: 10 Functions, Tags, and Resources	(CFUS10)

Dreamweaver 8 Series	**(DW8DEL)**
Dreamweaver 8: 1 New Design Tools	(DW8D01)
Dreamweaver 8: 2 New Application Development Features	(DW8D02)

Dreamweaver MX Series	**(DWEAMX)**
Dreamweaver MX: 1 Introduction	(DWEA01)
Dreamweaver MX: 2 Setting Up a Web Site	(DWEA02)
Dreamweaver MX: 3 Designing the Site	(DWEA03)
Dreamweaver MX: 4 Adding Graphics	(DWEA04)
Dreamweaver MX: 5 Tables	(DWEA05)
Dreamweaver MX: 6 Frames	(DWEA06)
Dreamweaver MX: 7 Styles and CSS	(DWEA07)
Dreamweaver MX: 8 Dynamic HTML	(DWEA08)
Dreamweaver MX: 9 Advanced DHTML	(DWEA09)
Dreamweaver MX: 10 Multimedia Integration	(DWEA10)
Dreamweaver MX: 11 Dynamic Web Sites	(DWEA11)
Dreamweaver MX: 12 Forms and Interactivity	(DWEA12)

Dreamweaver MX 2004 Series	**(DW04MX)**
Dreamweaver MX 2004: 1 Interface and Web Page Creation Basics	(DW0401)
Dreamweaver MX 2004:2 Project Planning, Link Creation, and HTML Editing	(DW0402)
Dreamweaver MX 2004: 3 Images, Image Maps, and Assets	(DW0403)
Dreamweaver MX 2004: 4 Tables, Frames, and Framesets	(DW0504)
Dreamweaver MX 2004: 5 Dynamic HTML	(DW0505)
Dreamweaver MX 2004: 6 Advanced Behaviors and Forms	(DW0406)
Dreamweaver MX 2004: 7 Uploading Projects and Working with Templates	(DW0407)

Dynamic HTML Series	**(DHT001)**
Dynamic HTML: 1 DHTML and Style Sheets	(DHTC01)
Dynamic HTML: 2 Using JavaScript	(DHTC02)
Dynamic HTML: 3 Objects and Events	(DHTC03)
Dynamic HTML: 4 Styles and Content	(DHTC04)
Dynamic HTML: 5 Data from Other Sources	(DHTC05)

Flash 8 Series	**(FL8DEL)**
Flash 8: What's New to Basic	(FL8D01)
Flash 8: What's New to Professional	(FL8D02)

Flash MX Series	**(FLMXSH)**
Flash MX: 1 Flash Overview	(FLMX01)
Flash MX: 2 Animation	(FLMX02)
Flash MX: 3 Text and Forms	(FLMX03)
Flash MX: 4 Coordinated Animations	(FLMX04)
Flash MX: 5 Sound and Music	(FLMX05)

TECHNICAL WEB DEVELOPMENT *(CONTINUED)*

Flash MX 2004 Series   **(FL04MX)**

Flash MX 2004: 1 Using the Interface and Importing Graphics (FL0401)
Flash MX 2004: 2 Drawing, Painting, and Using the Library (FL0402)
Flash MX 2004: 3 Creating Animation (FL0403)
Flash MX 2004: 4 Using Shape Tween and Timelines Effects (FL0404)
Flash MX 2004: 5 Using Sound and Layers (FL0405)
Flash MX 2004: 6 Adding Symbol and Buttons (FL0406)
Flash MX 2004: 7 ActionScrip, Behaviors, and Publishing (FL0407)

Flash MX 2004 ActionScript 2.0 Series   **(AS20FL)**

Flash MX 2004 ActionScript 2.0: 1 Object-Oriented Programming (AS2001)
Flash MX 2004 ActionScript 2.0: 2 Properties and Methods (AS2002)
Flash MX 2004 ActionScript 2.0: 3 Implementing Inheritance and Interfaces (AS2003)
Flash MX 2004 ActionScript 2.0: 4 Inter-Object Communications (AS2004)
Flash MX 2004 ActionScript 2.0: 5 Building User Interface Components (AS2005)

Flash MX ActionScript Series   **(ACTNSC)**

Flash MX ActionScript: 1 Getting Started (ACTN01)
Flash MX ActionScript: 2 Directing and Managing Movies (ACTN02)
Flash MX ActionScript: 3 Using Variables, Properties, and Functions (ACTN03)
Flash MX ActionScript: 4 Creating Objects and Interactive Elements (ACTN04)
Flash MX ActionScript: 5 Working with Text, Buttons, and Menus (ACTN05)
Flash MX ActionScript: 6 Statements, Expressions, and Testing (ACTN06)
Flash MX ActionScript: 7 Adding Advanced Features (ACTN07)
Flash MX ActionScript: 8 Finishing Touches (ACTN08)

FrontPage 2000 Series   **(FTPG2K)**

FrontPage 2000: 1 Creating Web Sites (FTPG01)
FrontPage 2000: 2 Building Pages (FTPG02)
FrontPage 2000: 3 Working with Images (FTPG03)
FrontPage 2000: 4 Adding Spark to Your Site (FTPG04)

GUI Design Series   **(GUILIB)**

GUI Design: 1 Planning an Interface (GUIC01)
GUI Design: 2 Developing an Interface (GUIC02)
GUI Design: 3 Designing Screen Elements (GUIC03)

Internet Marketing Series   **(ECOMRC)**

Internet Marketing: 1 Your E-Business (ECOM01)
Internet Marketing: 2 Getting Started (ECOM02)
Internet Marketing: 3 Influences on E-Commerce (ECOM03)
Internet Marketing: 4 Killer Apps (ECOM04)
Internet Marketing: 5 Developing Your E-Business (ECOM05)
Internet Marketing: 6 Real-Time and Data Mining (ECOM06)
Internet Marketing: 7 Lowering Your Business Costs (ECOM07)
Internet Marketing: 8 Customer Service and Payment (ECOM08)
Internet Marketing: 9 Marketing Your E-Business (ECOM09)
Internet Marketing: 10 Advertising on the Internet (ECOM10)
Internet Marketing: 11 Building Marketing Strategy (ECOM11)
Internet Marketing: 12 Resource Planning (ECOM12)
Internet Marketing: 13 Managing Your E-Business (ECOM13)

JAVA 1.2 Series   **(JVVLIB)**

Java 1.2: 1 Writing Java Programs (JVVC01)
Java 1.2: 2 Java Programming Basics (JVVC02)
Java 1.2: 3 Using Objects and Arrays (JVVC03)
Java 1.2: 4 Creating Java Applets (JVVC04)
Java 1.2: 5 Graphics and User Events (JVVC05)
Java 1.2: 6 Putting Your Skills to Work (JVVC06)

Java 2 Enterprise Design Series   **(J51310)**

Java 2 Enterprise Design: 1 Enterprise Foundations (J51301)
Java 2 Enterprise Design: 2 Modeling Components with JavaBeans (J51302)
Java 2 Enterprise Design: 3 Enterprise Data and JDBC (J51303)
Java 2 Enterprise Design: 4 Network and Web Communications (J51304)
Java 2 Enterprise Design: 5 CORBA, RMI, and DCOM Communications (J51305)
Java 2 Enterprise Design: 6 Naming, Directory, Trading, and Activation Services (J51306)
Java 2 Enterprise Design: 7 Messaging and Transaction Services (J51307)
Java 2 Enterprise Design: 8 Systems Assurance and Security (J51308)
Java 2 Enterprise Design: 9 Java's Security Features (J51309)
Java 2 Enterprise Design: 10 Enterprise Web Enabling (J51310)
Java 2 Enterprise Design: 11 Java Servlets (J51311)
Java 2 Enterprise Design: 12 JavaServer Pages (J51312)
Java 2 Enterprise Design: 13 Enterprise Applications and Enterprise JavaBeans (J51313)
Java 2 Enterprise Design: 14 Advanced Enterprise JavaBeans and Application Integration (J51314)

TECHNICAL WEB DEVELOPMENT *(CONTINUED)*

Java 2 5.0 Programming Series

Java 2 5.0 Programming: 1 Fundamentals (J25001)
Java 2 5.0 Programming: 2 Introducing Data Types
 and Operators (J25002)
Java 2 5.0 Programming: 3 Program Control
  Statements (J25003)
Java 2 5.0 Programming: 4 Classes, Objects, and
  Methods (J25004)
Java 2 5.0 Programming: 5 More Data Types and
  Operators (J25005)
Java 2 5.0 Programming: 6 More Methods and
Classes (J25006)
Java 2 5.0 Programming: 7 Inheritance (J25007)
Java 2 5.0 Programming: 8 Packages and
 Interfaces (J25008)
Java 2 5.0 Programming: 9 Exception Handling (J25009)
Java 2 5.0 Programming:10 Using I/O (J25010)
Java 2 5.0 Programming:11 Multithread
Programming (J25011)
Java 2 5.0 Programming:12 Enumerations and
Autoboxing (J25012)
Java 2 5.0 Programming:13 Generics (J25013)
Java 2 5.0 Programming:14 Applets and Events (J25014)

Java 2 Programmer Certification 310-035 Series (J25310)

Java 2 Programmer Certification 310-035: 1 Java
  and Object-Oriented Fundamentals (J25301)
Java 2 Programmer Certification 310-035: 2
 Declarations, Flow Control, and Exception
Handling (J25302)
Java 2 Programmer Certification 310-035: 3 Classes,
  Interfaces, Methods, and Garbage Collection (J25303)
Java 2 Programmer Certification 310-035: 4 Threads (J25304)
Java 2 Programmer Certification 310-035: 5 The
  java.lang Package (J25305)
Java 2 Programmer Certification 310-035: 6 The
  java.util Package (J25306)
Java 2 Programmer Certification 310-035: 7 GUI
  Components and Containers of the java.awt
  Package (J25307)
Java 2 Programmer Certification 310-035: 8 Layouts
  and Event Handlers of the java.awt Package (J25308)
Java 2 Programmer Certification 310-035: 9 Graphic
  and Image Elements of the java.awt Package (J25309)
Java 2 Programmer Certification 310-035: 10 The
  java.io Package (J25310)

JavaScript Series (JAVSCR)

JavaScript: 1 Start Using JavaScript (HTL001)
JavaScript: 2 Using JavaScript for Interactivity (HTL002)
JavaScript: 3 Using Advanced JavaScript (HTL003)

Photoshop Series (PHSLIB)

Photoshop: 1 Managing Graphics Files (PHSC01)
Photoshop: 2 Colors, Brushes, and Printing (PHSC02)
Photoshop: 3 Selecting and Retouching (PHSC03)
Photoshop: 4 Text, Fills, and Actions (PHSC04)
Photoshop: 5 Using Layers and Plug-Ins (PHSC05)
Photoshop: 6 Manipulating Images (PHSC06)

Photoshop 7 Series (PHOTOS)

Photoshop 7: 1 The Application and its Elements (PHOT01)
Photoshop 7: 2Opening and Navigating Images (PHOT02)
Photoshop 7: 3 Pixels, Image Sizes, and Color (PHOT03)
Photoshop 7: 4 Saving and Printing (PHOT04)
Photoshop 7: 5 The Paint Tools (PHOT05)
Photoshop 7: 6 Modifying Images (PHOT06)
Photoshop 7: 7 Cleaning Images and Undoing (PHOT07)
Photoshop 7: 8 Making Selections
Photoshop 7: 9 Modifying Selections and Color
Filling (PHOT09)
Photoshop 7: 10 Layers (PHOT10)
Photoshop 7: 11 Adding Type (PHOT11)
Photoshop 7: 12 Filters and Color Correction (PHOT12)
Photoshop 7: 13 Creating Graphics for the Web (PHOT13)

Photoshop CS Series (PHSHCS)

Photoshop CS: 1 Getting Started (PHSH01)
Photoshop CS: 2 Navigation and Layers (PHSH02)
Photoshop CS: 3 Selection and Color (PHSH03)
Photoshop CS: 4 Paint, Drawing and Text (PHSH04)
Photoshop CS: 5 Layer Styles and Filters (PHSH05)
Photoshop CS: 6 Adjustment Layers, Tools
and Layer Masks (PHSH06)
Photoshop CS: 7 Image Output and Web Design (PHSH07)

PHP and MySQL Series (PHPSQL)

PHP and MySQL: 1 Installing Required Software (PHPS01)
PHP and MySQL: 2 PHP Basics (PHPS02)
PHP and MySQL: 3 Programming with PHP (PHPS03)
PHP and MySQL: 4 Creating Dynamic Web Sites (PHPS04)
PHP and MySQL: 5 SQL and MySQL Basics (PHPS05)
PHP and MySQL: 6 Advanced SQL and MySQL (PHPS06)
PHP and MySQL: 7 Error Handling and Debugging (PHPS07)
PHP and MySQL: 8 Using PHP with MySQL (PHPS08)
PHP and MySQL: 9 Developing Web Applications (PHPS08)
PHP and MySQL:10 Cookies and Sessions (PHPS10)
PHP and MySQL:11 Web Application Security (PHPS11)
PHP and MySQL:12 Extended Topics (PHPS12)
PHP and MySQL:13 Content Management Example (PHPS13)
PHP and MySQL:14 User Registration Example (PHPS14)
PHP and MySQL:15 E-Commerce Example (PHPS15)

TECHNICAL WEB DEVELOPMENT *(CONTINUED)*

Visual InterDev 6 Series (VIDLIB)
Visual InterDev 6: 1 Learning the Basics	(VIDC01)
Visual InterDev 6: 2 Using HTML	(VIDC02)
Visual InterDev 6: 3 Dynamic Content	(VIDC03)
Visual InterDev 6: 4 Objects and Databases	(VIDC04)
Visual InterDev 6: 5 Database Interaction	(VIDC05)
Visual InterDev 6: 6 Active Server Pages	(VIDC06)
Visual InterDev 6: 7 Controls and Scripts	(VIDC07)
Visual InterDev 6: 8 Testing and Debugging	(VIDC08)
Visual InterDev 6: 9 Management and Design	(VIDC09)

Web Design & Graphics Series (WBDSGR)
Web Design & Graphics: 1 Introduction to Design	(WBDS01)
Web Design & Graphics: 2 Making Your Site Fast and Viewable	(WBDS02)
Web Design & Graphics: 3 Building Your Site with Images	(WBDS03)
Web Design & Graphics: 4 Building Your Site with Formatting	(WBDS04)
Web Design & Graphics: 5 Using Other Tools	(WBDS05)

Web Publishing and Design with HTML 4.01 and XHTML (HTMLXH)
Web Publishing and Design: 1 Getting Organized	(HTML01)
Web Publishing and Design: 2 Basics of HTML and XHTML	(HTML02)
Web Publishing and Design: 3 HTML, XHTML and Cascading Style Sheets (CSS)	(HTML03)
Web Publishing and Design: 4 Advanced Cascading Style Sheets (CSS), Forms, and DHTML	(HTML04)
Web Publishing and Design: 5 Adding Interactivity and Multimedia with HTML and XHTML	(HTML05)

WebSphere Studio Application Developer and J2EE Series (WSAD50)
WebSphere Studio Application Developer and J2EE:1 Overview	(WSAD01)
WebSphere Studio Application Developer and J2EE: 2 User Interface and Servlet Design	(WSAD02}
WebSphere Studio Application Developer and J2EE: 3 Servlet Development	(WSAD03)
WebSphere Studio Application Developer and J2EE: 4 JavaServer Pages Concepts and Development	(WSAD04)
WebSphere Studio Application Developer and J2EE: 5 Struts and XML/XSL Web Interfaces	(WSAD05)
WebSphere Studio Application Developer and J2EE: 6 Controller, Domain, and Data Mapping Design	(WSAD06)
WebSphere Studio Application Developer and J2EE: 7 Unit and Functional Testing	(WSAD07)

XML Series (XMLCOD)
XML: 1 Viewing and Understanding XML	(XMLC01)
XML: 2 Creating a Basic Document	(XMLC02)
XML: 3 Building DTDs and Checking Documents	(XMLC03)
XML: 4 Entities	(XMLC04)
XML: 5 The Document Object Model	(XMLC05)
XML: 6 CSS and XSL Style Sheets	(XMLC06)

To help you locate courses more easily, the End User Courses have been arranged into the following topic areas: Business Skills Development, Desktop Computing, Home and Small Business.

END USER BUSINESS SKILLS DEVELOPMENT (EUBSD)

Basics of Business Math Series **(MATHBB)**
Basics of Business Math: 1 Fractions (MATH01)
Basics of Business Math: 2 Decimals (MATH02)
Basics of Business Math: 3 Calculator (MATH03)
Basics of Business Math: 4 Equations (MATH04)
Basics of Business Math: 5 Percents (MATH05)
Basics of Business Math: 6 Reports (MATH06)

Building Relationships Series **(BLDREL)**
Building Relationships: 1 Socializing at Work (BLDR01)
Building Relationships: 2 Understanding
Behavioral Intentions (BLDR02)
Building Relationships: 3 Choosing Your Approach (BLDR03)

Business Ethics Series **(BETHIC)**
Business Ethics: 1 What You Don't Know Can Hurt
You (BETH01)
Business Ethics: 2 Everyday Ethical Dilemmas (BETH02)
Business Ethics: 3 Ethical Dilemmas and the Law (BETH03)
Business Ethics: 4 Individual Values; Organizational
Values (BETH04)

Customer Service Series **(CUSLIB)**
Customer Service: 1 Defining Service (CUSC01)
Customer Service: 2 Communicating (CUSC02)
Customer Service: 3 Fixing Problems (CUSC03)
Customer Service: 4 Building a Department (CUSC04)
Customer Service: 5 Tools of the Trade (CUSC05)

Dealing with Difficult People Series **(DIFFIP)**
Dealing with Difficult People: 1 Managing Against
the Odds (DIFF01)
Dealing with Difficult People: 2 Consideration (DIFF02)
Dealing with Difficult People: 3 Attitude (DIFF03)
Dealing with Difficult People: 4 Trust (DIFF04)
Dealing with Difficult People: 5 Power (DIFF05)
Dealing with Difficult People: 6 Communications (DIFF06)
Dealing with Difficult People: 7Responsibility (DIFF07)

Effective Business Communication Series **(BUSCOM)**
Effective Business Communication: 2 The
 Planning Worksheet (BUSC02)
Effective Business Communication: 3 Writing Skills (BUSC03)
Effective Business Communication: 4 Patterns of
 Development (BUSC04)
Effective Business Communication: 5 Letters (BUSC05)
Effective Business Communication: 6 Memos,
 E-Mail, and Other Communications (BUSC06)
Effective Business Communication: 7 Reports (BUSC07)
Effective Business Communication: 8
 Documentation (BUSC08)

Effective Presentations Series **(EFPRES)**
Effective Presentations: 1 Preparing for a
 Presentation (ERPR01)
Effective Presentations: 2 Developing an Effective
Message (EFPR02)
Effective Presentations: 3 Improving Delivery
Skills (EFPR03)
Effective Presentations: 4 Using PowerPoint and
Other Visuals (EFPR04)

Fundamentals of Business Management (BIZMNG)
Fundamentals of Business Management: 1
Management in Perspective (BIZM01)
Fundamentals of Business Management: 2
Functions of Front-Line Management (BIZM02)
Fundamentals of Business Management: 3
Managerial Finance and Accounting (BIZM03)

Grammar Series (GRAMBB)
Grammar: 1 Fundamental Sentence Structures (GRAM01)
Grammar: 2 Punctuation (GRAM02)
Grammar: 3 Complex Sentence Structures (GRAM03)
Grammar: 4 Advanced Grammar (GRAM04)

Instructional Design Series **(INSD01)**
Instructional Design: 1 Process, Needs, and Roles (INSD01)
Instructional Design: 2 Analysis and Objectives (INSD02)
Instructional Design: 3 Design Concepts (INSD03)
Instructional Design: 4 Planning and Implementation (INSD04)
Instructional Design: 5 Evaluation (INSD05)

Management Skills Series **(MNGSKL)**
Management Skills Introduction: 1 Ready! Set!
Manage! (MNGS01)
Management Skills Introduction: 2 Motivating (MNGS02)
Management Skills Introduction: 3 Planning (MNGS03)
Management Skills Introduction: 4 Communication (MNGS04)
Management Skills Introduction: 5 Getting Input (MNGS05)
Management Skills Introduction: 6 Dealing with
Challenging People and Times (MNGS06)
Management Skills Introduction: 7 Building
Success (MNGS07)

Managing Change Series **(MNGCHG)**
Managing Change: 1 Refocusing Yourself (MNGC01)
Managing Change: 2 Leading the Team (MNGC02)
Managing Change: 3 Working with Individuals (MNGC03)

Motivation Series **(MOTLIB)**
Motivation: 1 Leading with a Vision (MOTC01)
Motivation: 2 Communicating (MOTC02)
Motivation: 3 Rewarding and Correcting (MOTC03)
Motivation: 4 Performance and Training (MOTC04)
Motivation: 5 Building Trust (MOTC05)

Motivation Methods and Strategies Series **(MOTIVE)**
Motivation Methods and Strategies: 2 Leading for
Commitment (MOTI02)

END USER BUSINESS SKILLS DEVELOPMENT (CONTINUED)

Negotiating Series (NGOLIB)

Negotiating: 1 Negotiating Techniques	(NGOC01)
Negotiating: 2 Gaining Control	(NGOC02)
Negotiating: 3 Closing the Deal	(NGOC03)
Negotiating: 4 Everyday Negotiations	(NGOC04)

Project Management Series (PROJMG)

Project Management: 1 Project Management Overview	(PROJ01)
Project Management: 2Understanding the Project Manager's Role	(PROJ02)
Project Management: 3 Defining the Problem	(PROJ03)
Project Management: 4 Determining the Strategy	(PROJ04)
Project Management: 5 Developing the Work Breakdown Structure	(PROJ05)
Project Management: 6 Estimating and Scheduling Resources	(PROJ06)
Project Management: 7 Understanding Scheduling Computations	(PROJ07)
Project Management: 8 Tracking Project Activities	(PROJ08)
Project Management: 9 Closing Out the Project	(PROJ09)
Project Management: 10 Formalizing Project Management Standards	(PROJ10)
Project Management: 11 Developing Project Teams	(PROJ11)
Project Management: 12 Ensuring Your Own Effectiveness	(PROJ12)

Project Management Professional Certification 2005 (PMP5UP)

Project Management Professional Certification 2005: 1 Project Management Framework and Initiating the Project	(PMP501)
Project Management Professional Certification 2005: 2 Project Planning Processes	(PMP502)
Project Management Professional Certification 2005: 3 Project Execution and Quality Management	(PMP503)
Project Management Professional Certification 2005: 4 Project Monitoring and Control	(PMP504)
Project Management Professional Certification 2005: 5 Project Closing	(PMP505)
Project Management Professional Certification 2005: 6 Professional Responsibility	(PMP506)
Project Management Professional Certification 2005: 7 Practice Exams	(PMP507)

Sarbanes-Oxley Act Series (SARB)

Sarbanes-Oxley Act: 1 Overview, Disclosures, and Reporting	(SARB01)
Sarbanes-Oxley Act: 2 Standards, Regulations, and Penalties	(SARB02)

Sexual Harassment in the Workplace Series (SHARSS)

Sexual Harassment in the Workplace: 1 Why can't We All Just Get Along? (Video)	(SHAR01)
Sexual Harassment in the Workplace: 2 Defining Sexual Harassment	(SHAR02)
Sexual Harassment in the Workplace: 3 Preventing Sexual Harassment	(SHAR03)
Sexual Harassment in the Workplace: 4 Responding to Sexual Harassment	(SHAR04)

Stress Management Series (STRESS)

Stress Management: 1 Stress on the job	(STRE01)
Stress Management: 2 Resisting Stress	(STRE02)
Stress Management: 3 Assertiveness	(STRE03)
Stress Management: 4 Coping with Anger	(STRE04)

Teams That Work Series (TEAMWK)

Teams That Work: 1 Building Effective Teams	(TEAM01)
Teams That Work: 2 Leading Effective Teams	(TEAM02)

Time Management Fundamentals Series (TIME01)

Time Management Fundamentals: 1 Evaluating and Improving Time Management	(TIME01)
Time Management Fundamentals: 2 Organizational Tasks and Creating Uninterrupted Time	(TIME02)
Time Management Fundamentals: 3 Managing Meetings	(TIME03)
Time Management Fundamentals: 4 Managing Workload	(TIME04)
Time Management Fundamentals: 5 Managing Time with Co-Workers	(TIME05)

END USER/DESKTOP COMPUTING (EUDC)

Access 2000 MOS Series (A2KMOU)

Access 2000 MOS: 1 Creating Databases	(A2KM01)
Access 2000 MOS: 2 Building Tables	(A2KM02)
Access 2000 MOS: 3 Modifying Tables	(A2KM03)
Access 2000 MOS: 4 Sorting and Filtering	(A2KM04)
Access 2000 MOS: 5 Relationships and Queries	(A2KM05)
Access 2000 MOS: 6 Building Forms	(A2KM06)
Access 2000 MOS: 7 Producing Reports	(A2KM07)
Access 2000 MOS: 8 Advanced Tasks	(A2KM08)

Access 2002 Series (AXPMOU)

Access 2002: 1 Creating Databases	(AXPM01)
Access 2002: 2 Building Tables	(AXPM02)
Access 2002: 3 Modifying Tables	(AXPM03)
Access 2002: 4 Sorting and Filtering	(AXPM04)
Access 2002: 5 Relationships & Queries	(AXPM05)
Access 2002: 6 Building Forms	(AXPM06)
Access 2002: 7 Producing Reports	(AXPM07)
Access 2002: 8 Advanced Tasks	(AXPM08)

END USER/DESKTOP COMPUTING (CONTINUED)

Access 2003 Series	**(MACCS3)**
Access 2003: 1 Introduction to Access	(MACC01)
Access 2003: 2 Designing and Building Tables	(MACC02)
Access 2003: 3 Enhanced Tables & Datasheets	(MACC03)
Access 2003: 4 Searches and Queries	(MACC04)
Access 2003: 5 Advanced Queries and Calculations	(MACC05)
Access 2003: 6 Access Report System	(MACC06)
Access 2003: 7 The Internet, Forms, and the Analyzer	(MACC07)

Computer Basics	**(CMB1)**
Computer Basics: 1 Using Your PC	(CMB001)

Computing Concepts Series	**(COMCPT)**
Computing Concepts: 1 Types of Security	(COMC01)
Computing Concepts: 2 Security Risks	(COMC02)
Computing Concepts: 3 Database Basics	(COMC03)
Computing Concepts: 4 Selecting Databases	(COMC04)
Computing Concepts: 5 Data Processing	(COMC05)
Computing Concepts: 6 Managing Data	(COMC06)
Computing Concepts: 7 Teleprocessing	(COMC07)
Computing Concepts: 8 Transmitting Data	(COMC08)
Computing Concepts: 9 Messages	(COMC09)

Crystal Reports 8 Series	**(CRYSTL)**
Crystal Reports 8: 1 Getting Started	(CRYS01)
Crystal Reports 8: 2 Designing a Report	(CRYS02)
Crystal Reports 8: 3 Selecting Records	(CRYS03)
Crystal Reports 8: 4 Sorting and Grouping Data	(CRYS04)
Crystal Reports 8: 5 Creating Summary Totals, Reports, and Graphs	(CRYS05)
Crystal Reports 8: 6 Formulas and Functions	(CRYS06)
Crystal Reports 8: 7 Printing and Exporting	(CRYS07)
Crystal Reports 8: 8 Linking Tables	(CRYS08)

✓***Crystal Reports XI Series***	**(XICRYS)**
Crystal Reports XI: 1 Navigating the Design Environment	(XICR01)
Crystal Reports XI: 2 Selecting Just the Right Data Source(s) for Your Report	(XICR02)
✓Crystal Reports XI: 3 Do It Yourself and Wizard Reporting	(XICR03)
✓Crystal Reports XI: 4 Selecting and Organizing Your Report Data	(XICR04)
✓Crystal Reports XI: 5 Manipulating Your Report Data in Meaningful Ways	(XICR05)
✓ Crystal Reports XI: 6 Letting Formulas and Functions Do All the Work	(XICR06)
✓Crystal Reports XI: 7 Creating Dynamic Reports with Parameters	(XICR07)
✓Crystal Reports XI: 8 Formatting Reports that Function and Sizzle Parameters	(XICR08)
✓ Crystal Reports XI: 9 Making Report Sections Work for You	(XICR09)
✓ Crystal Reports XI:10 Visualizing Your Report Data with Charts and Maps	(XICR10)

Excel 2000 MOS Series	**(E2KMOU)**
Excel 2000 MOS: 1 Working with Cells	(E2KM01)
Excel 2000 MOS: 2 Working with Files	(E2KM02)
Excel 2000 MOS: 3 Formatting Worksheets	(E2KM03)
Excel 2000 MOS: 4 Page Setup and Printing	(E2KM04)
Excel 2000 MOS: 5 Worksheets and Workbooks	(E2KM05)
Excel 2000 MOS: 6 Formulas and Functions	(E2KM06)
Excel 2000 MOS: 7 Charts and Objects	(E2KM07)

Excel 2000 MOS Expert Series	**(E2KEXP)**
Excel 2000 MOS Expert: 1 Importing and Exporting Data	(E2KE01)
Excel 2000 MOS Expert: 2 Working with Templates, Links, and Report Manager	(E2KE02)
Excel 2000 MOS Expert: 3 Formatting, Sorting, and Filtering Data	(E2KE03)
Excel 2000 MOS Expert: 4 Naming Ranges, Working with Macros, and Customizing Toolbars	(E2KE04)
Excel 2000 MOS Expert: 5 Validating and Auditing Data	(E2KE05)
Excel 2000 MOS Expert: 6 Analyzing Data and Using PivotTables	(E2KE06)
Excel 2000 MOS Expert: 7 Sharing Work and Adding Security	(E2KE07)

Excel 2002 Series	**(EXPMOU)**
Excel 2002: 1 Working with Cells	(EXPM01)
Excel 2002: 2 Working with Files	(EXPM02)
Excel 2002: 3 Formatting Worksheets	(EXPM03)
Excel 2002: 4 Page Setup and Printing	(EXPM04)
Excel 2002: 5 Worksheets and Workbooks	(EXPM05)
Excel 2002: 6 Formulas and Functions	(EXPM06)
Excel 2002: 7 Charts and Objects	(EXPM07)

Excel 2003 Series	**(EXCL03)**
Excel 2003: 1 Getting Started	(EXCL01)
Excel 2003: 2 Creating a Spreadsheet	(EXCL02)
Excel 2003: 3 Formatting Data	(EXCL03)
Excel 2003: 4 Editing and Printing Worksheets	(EXCL04)
Excel 2003: 5 Managing Worksheets	(EXCL05)
Excel 2003: 6 Charts and Databases	(EXCL06)
Excel 2003: 7 Hypertext and Tips	(EXCL07)

GroupWise 5.5 Series	**(GROU55)**
GroupWise 5.5: 1 Getting Started with GroupWise	(GROU01)
GroupWise 5.5: 2 Creating and Sending Messages	(GROU02)
GroupWise 5.5: 3 Organizing Your Mailbox	(GROU03)
GroupWise 5.5: 4 Calendar, Task, and Phone Features	(GROU04)
GroupWise 5.5: 5 Managing Documents and Folders	(GROU05)
GroupWise 5.5: 6 Advanced GroupWise Features	(GROU06)

END USER/DESKTOP COMPUTING (CONTINUED)

GroupWise 6.5 Series	**(GW65NV)**
GroupWise 6.5: 1 Getting Started	(GW6501)
GroupWise 6.5: 2 Message and the Address Book	(GW6502)
GroupWise 6.5: 3 Managing Messages	(GW6503)
GroupWise 6.5: 4 Calendars and Tasks	(GW6504)
GroupWise 6.5: 5 Advanced GroupWise Features	(GW6505)
GroupWise 6.5: 6 Managing Documents	(GW6506)
GroupWise 6.5: 7 Remote Access and Customing GroupWise	(GW6507)
GroupWise 6.5: 8 Mobile GroupWise Access	(GW6508)

Internet Explorer 6 Series	**(INTLIB)**
Internet Explorer 6: 1 Browsing the Web	(IE6I01)
Internet Explorer 6: 2 Using Files and Mail	(IE6I02)

✔*Internet Explorer 7 Series*	**(IE7DEL)**
✔Internet Explorer 7: 1 Learning the New Interface and Features	(IE7D01)

Introduction to PCs Series	**(PCS4HM)**
Introduction to PCs: 1 Introducing the PC	(PCS401)
Introduction to PCs: 2 Using Your PC	(PCS402)
Introduction to PCs: 3 Working with Folders and Files	(PCS403)
Introduction to PCs: 4 Inside Your PC	(PCS404)
Introduction to PCs: 5 Basic Peripherals	(PCS405)
Introduction to PCs: 6 Other Peripherals	(PCS406)
Introduction to PCs: 7 Understanding Software	(PCS407)
Introduction to PCs: 8 Introducing the Internet	(PCS408)
Introduction to PCs: 9 Internet and E-mail Tips	(PCS409)
Introduction to PCs: 10 Troubleshooting and Tips	(PCS410)

Lotus Notes 6.5 Series	**(LTNT65)**
Lotus Notes 6.5: 1 Mail	(ITNT01)
Lotus Notes 6.5: 2 Calendar, To Do Lists and Address Books	(ITNT02)
Lotus Notes 6.5: 3 Databases	(ITNT03)
Lotus Notes 6.5: 4 Managing and Enhancing Documents	(ITNT04)
Lotus Notes 6.5: 5 Advanced Notes Features	(ITNT05)

Lotus Notes R5 Series	**(NO5LIB)**
Lotus Notes R5: 1 Getting Around in Notes	(NO5C01)
Lotus Notes R5: 2 Reading and Sending Mail	(NO5C02)
Lotus Notes R5: 3 Managing Mail	(NO5C03)
Lotus Notes R5: 4 Using the Calendar	(NO5C04)
Lotus Notes R5: 5 Meetings and Address Books	(NO5C05)
Lotus Notes R5: 6 Browsing the Web	(NO5C06)
Lotus Notes R5: 7 Editing Documents	(NO5C07)
Lotus Notes R5: 8 Using Document Tables	(NO5C08)
Lotus Notes R5: 9 File Attachments and Links	(NO5C09)
Lotus Notes R5: 10 Finding and Viewing Data	(NO5C10)
Lotus Notes R5: 11 Replication	(NO5C11)
Lotus Notes R5: 12 Using Notes Remotely	(NO5C12)

Office 2000 Series	**(O2KLIB)**
Office 2000: 1 Getting Started	(O2KC01)
Office 2000: 2 Editing Text and Printing	(O2KC02)
Office 2000: 3 Text and Document Formats	(O2KC03)
Office 2000: 4 Introduction to Word	(O2KC04)
Office 2000: 5 Introduction to Excel	(O2KC05)
Office 2000: 6 Introduction to Outlook	(O2KC06)
Office 2000: 7 Introduction to PowerPoint	(O2KC07)
Office 2000: 8 Introduction to Access	(O2KC08)

Office 2003 Series	**(OFFC11)**
Office 2003: What's New: 1 New Features	(OFFC01)
Office 2003: What's New: 2 Changes in Applications	(OFFC02)

✔*Office 2007 Series*	**(MSOF07)**
✔Office 2007: 1 Navigating the New Interface	(MSOF01)
✔Office 2007: 2 What's New in Word	(MSOF02)
✔Office 2007: 3 What's New in Excel	(MSOF03)
✔Office 2007: 4 What's New in PowerPoint	(MSOF04)
✔Office 2007: 5 What's New in Access	(MSOF05)
✔Office 2007: 6 What's New in Outlook	(MSOF06)

Office XP Upgrade Series	**(OFXPNW)**
Office XP Upgrade: 1 Getting Around in the New Interface	(OFXP01)
Office XP Upgrade: 2 New Options and Tools	(OFXP02)
Office XP Upgrade: 3 Changes in Applications	(OFXP03)

Outlook 2002 Series	**(OXPMOU)**
Outlook 2002: 1 Navigating in Outlook	(OXPM01)
Outlook 2002: 2 Reading and Sending Messages	(OXPM02)
Outlook 2002: 3 Customizing and Organizing Messages	(OXPM03)
Outlook 2002: 4 Using the Calendar	(OXPM04)
Outlook 2002: 5 Using Tasks and Notes	(OXPM05)

Outlook 2003 Series	**(OUTLK3)**
Outlook 2003: 1 Getting Started	(OUTL01)
Outlook 2003: 2 Managing Messages	(OUTL02)
Outlook 2003: 3 Contacts and Calendar Entries	(OUTL03)
Outlook 2003: 4 Tasks, Notes, and Journal Entries	(OUTL04)
Outlook 2003: 5 Newsgroups an Outlook Web Access	(OUTL05)
Outlook 2003: 6 Collaboration and Security	(OUTL06)
Outlook 2003: 7 Personalizing Outlook and Other Tips	(OUTL07)

Paint Shop Pro 5 Series	**(PSP001)**
Paint Shop Pro 5: 1 Working With Graphics	(PSPC01)
Paint Shop Pro 5: 2 Enhancing Images	(PSPC02)

END USER/DESKTOP COMPUTING (CONTINUED)

PowerPoint 2000 MOS Series   **(P2KMOU)**
PowerPoint 2000 MOS: 1 Presentations   (P2KM01)
PowerPoint 2000 MOS: 2 Layout and Text   (P2KM02)
PowerPoint 2000 MOS: 3 Graphics and Tables   (P2KM03)
PowerPoint 2000 MOS: 4 Custom Slides   (P2KM04)
PowerPoint 2000 MOS: 5 Showing Slides   (P2KM05)

PowerPoint 2002 Series   **(PXPMOU)**
PowerPoint 2002: 1 Presentations   (PXPM01)
PowerPoint 2002: 2 Layout and Text   (PXPM02)
PowerPoint 2002: 3 Graphics and Tables   (PXPM03)
PowerPoint 2002: 4 Custom Slides   (PXPM04)
PowerPoint 2002: 5 Showing Slides   (PXPM05)

PowerPoint2003 Series   **(PWPT03)**
PowerPoint 2003: 1 Introduction to PowerPoint   (PWPT01)
PowerPoint 2003: 2 Completing the Presentation   (PWPT02)
PowerPoint 2003: 3 Maximizing Presentation Effectiveness   (PWPT03)
PowerPoint 2003: 4 Color, Masters, and Templates (PWPT04)
PowerPoint 2003: 5 Drawings, Charts, Sound and Video   (PWPT05)
PowerPoint 2003: 6 Animation, Web Pages, and Collaboration   (PWPT06)

Project 2000 MOS Series   **(PRJMOU)**
Project 2000 MOS: 1 Starting a Project   (PRJM01)
Project 2000 MOS: 2 Scheduling Tasks and Adding Resources   (PRJM02)
Project 2000 MOS: 3 Managing Work and Multiple Projects   (PRJM03)
Project 2000 MOS: 4 Using Project Central   (PRJM04)
Project 2000 MOS: 5 Customizing the Project   (PRJM05)
Project 2000 MOS: 6 Creating Reports and Exporting Data   (PRJM06)

Project 2003 Series   **(PRJ3MS)**
Project 2003: 1 Learning the Basics   (PRJ301)
Project 2003: 2 Setting up a Project   (PRJ302)
Project 2003: 3 Managing Project File   (PRJ303)
Project 2003: 4 Creating a Task List   (PRJ304)
Project 2003: 5 Scheduling Tasks   (PRJ305)
Project 2003: 6 Viewing a Schedule   (PRJ306)
Project 2003: 7 Defining Resources and Costs   (PRJ307)
Project 2003: 8 Assigning Resources and Costs   (PRJ308)
Project 2003: 9 Tracking a Project   (PRJ309)
Project 2003: 10 Analyzing Progress and Revising the Schedule   (PRJ310)

SAP R/3 Release 4.6 Series   **(SAPR34)**
SAP R/3 Release 4.6: 1 Getting Started   (SAPR01)
SAP R/3 Release 4.6: 2 Using the Task Interface   (SAPR02)
SAP R/3 Release 4.6: 3 Working with Data in a Task   (SAPR03)
SAP R/3 Release 4.6: 4 Optimizing R/3 and Getting Help   (SAPR04)
SAP R/3 Release 4.6: 5 Reporting   (SAPR05)

SharePoint 2003 Series   **(SP03MS)**
SharePoint 2003: 1 SharePoint Basics   (SP0301)
SharePoint 2003: 2 Standard Libraries and Lists   (SP0302)
SharePoint 2003: 3 Advanced SharePoint Features   (SP0303)

SharePoint 2003: 4 Site Administration Basics   (SP0304)
SharePoint 2003: 5 Advanced Administration Functions   (SP0305)

Visio 2002 Series   **(VIS2K2)**
Visio 2002: 1 Using Tools, Commands, Custom Toolbars, and Menus   (VIS201)
Visio 2002: 2 Working with Objects andHyperlinks   (VIS202)
Visio 2002: 3 Using the Shape Menu   (VIS203)
Visio 2002: 4 Working with Shapes   (VIS204)
Visio 2002: 5 Defining and Using Styles, Custom Properties, and Templates   (VIS205)
Visio 2002: 6 Working with Pages, Layers, and Stencils   (VIS206)
Visio 2002: 7 Working with Data   (VIS207)
Visio 2002: 8 Understanding ShapeSheets   (VIS208)
Visio 2002: 9 Working with Flowcharts   (VIS209)
Visio 2002: 10 Creating Database Models   (VIS210)

Windows 2000 Basics   **(WINSLIB)**
Windows 2000 Basics: Client   (WINB01)

Windows XP Upgrade Series   **(OSXPNW)**
Windows XP Upgrade: 1 Home Edition   (OSXP01)
Windows XP Upgrade: 2 Professional   (OSXP02)

Word 2000 MOS Series   **(W2KMOU)**
Word 2000 MOS: 1 Managing Documents   (W2KM01)
Word 2000 MOS: 2 Working with Text   (W2KM02)
Word 2000 MOS: 3 Formatting Paragraphs   (W2KM03)
Word 2000 MOS: 4 Page Format and Printing   (W2KM04)
Word 2000 MOS: 5 Tables and Other Objects   (W2KM05)

Word 2000 MOS Expert Series   **(W2KEXP)**
Word 2000 MOS Expert: 1 Page Formatting   (W2KE01)
Word 2000 MOS Expert: 2 Managing Documents   (W2KE02)
Word 2000 MOS Expert: 3 Inserting Objects   (W2KE03)
Word 2000 MOS Expert: 4 Advanced Features   (W2KE04)
Word 2000 MOS Expert: 5 Workgroups   (W2KE05)

Word 2002 Series   **(WXPMOU)**
Word 2002: 1 Managing Documents   (WXPM01)
Word 2002: 2 Working with Text   (WXPM02)
Word 2002: 3 Formatting Paragraphs   (WXPM03)
Word 2002: 4 Page Format and Printing   (WXPM04)
Word 2002: 5 Tables and Other Objects   (WXPM05)

END USER/DESKTOP COMPUTING (CONTINUED)

Word 2003 Series   (WORD03)
Word 2003: 1 Introduction to Word   (WORD01)
Word 2003: 2 Navigating, Editing, and Working
   with Text Blocks   (WORD02)
Word 2003: 3 Spell Checking, Print Preparation,
   and Other Tips   (WORD03)
Word 2003: 4 Formatting Characters, Fonts, Text,
   and Paragraphs   (WORD04)
Word 2003: 5 Formatting Tabs, Pages, and
Documents   (WORD05)
Word 2003: 6 Styles, Templates, and Formatting
   Tips   (WORD06)
Word 2003: 7 Borders, Tables, and Columns   (WORD07)
Word 2003: 8 Lists, Images, and Art   (WORD08)
Word 2003: 9 Creating Projects with Word   (WORD09)

END USER HOME & SMALL BUSINESS (EUHSB)

401(k) Plans   (401K1K)
401(k) Plans: 1 401(k) Basics   (401k01)

Budgeting and Saving Series   (BUDGET)
Budgeting and Saving: 1 Confronting Debt   (BUDG01)
Budgeting and Saving: 2 Eliminating Debt   (BUDG02)
Budgeting and Saving: 3 Banking Basics   (BUDG03)
Budgeting and Saving: 4 Choosing Bank Accounts   (BUDG04)
Budgeting and Saving: 5 Planning Your Retirement   (BUDG05)
Budgeting and Saving: 6 Making 401(k) Plans Work   (BUDG06)
Budgeting and Saving: 7 Exploring Investment
Options   (BUDG07)

Estate Planning Series   (EPLLIB)
Estate Planning: 1 Starting an Estate Plan   (EPLC01)
Estate Planning: 2 Sorting Out Your Assets   (EPLC02)
Estate Planning: 3 Preparing Your Will   (EPLC03)
Estate Planning: 4 All About Probate   (EPLC04)
Estate Planning: 5 Considering Your Family   (EPLC05)
Estate Planning: 6 Taxes to Expect   (EPLC06)
Estate Planning: 7 Tax Strategies   (EPLC07)
Estate Planning: 8 Retirement Issues   (EPLC08)
Estate Planning: 9 Revising an Estate Plan   (EPLC09)

Home Business Series   (HBBLIB)
Home Business: 1 Choosing a Home Business   (HBBC01)
Home Business: 2 Raising Financing   (HBBC02)
Home Business: 3 Office Management   (HBBC03)
Home Business: 4 Managing Your Business   (HBBC04)

Interview Skills Series   (ITVLIB)
Interview Skills: 1 Getting the Interview   (ITVC01)
Interview Skills: 2 Preparing Yourself   (ITVC02)
Interview Skills: 3 Making an Entrance   (ITVC03)
Interview Skills: 4 Listening and Answering   (ITVC04)
Interview Skills: 5 Taking the Reins   (ITVC05)
Interview Skills: 6 Asking Questions   (ITVC06)
Interview Skills: 7 Opening Interviews   (ITVC07)
Interview Skills: 8 Tough Interviews   (ITVC08)
Interview Skills: 9 Following Through   (ITVC09)

Investing Fundamentals Series   (IVFLIB)
Investing Fundamentals: 1 The Basics   (IVFC01)
Investing Fundamentals: 2 Organizing   (IVFC02)
Investing Fundamentals: 3 Stocks   (IVFC03)
Investing Fundamentals: 4 Bonds   (IVFC04)
Investing Fundamentals: 5 Mutual Funds   (IVFC05)
Investing Fundamentals: 6 Planning   (IVFC06)

QuickBooks Series   (QBKLIB)
QuickBooks: 1 The First Time in QuickBooks   (QBKC01)
QuickBooks: 2 Setting Up Accounting   (QBKC02)
QuickBooks: 3 Entering Historical Data   (QBKC03)
QuickBooks: 4 Managing Accounts and Lists   (QBKC04)
QuickBooks: 5 Invoices and Sales Tax   (QBKC05)
QuickBooks: 6 Paying Bills   (QBKC06)
QuickBooks: 7 Managing Assets and Reports   (QBKC07)
QuickBooks: 8 Paying Employees   (QBKC08)
QuickBooks: 9 Managing Taxes   (QBKC09)
QuickBooks: 10 Online Banking and Budgets   (QBKC10)

QuickBooks 2004 Series   (QB04IN)
QuickBooks 2004: 1 Setting Up QuickBooks   (QB0401)
QuickBooks 2004: 2 Adding Information and Security   (QB0402)
QuickBooks 2004: 3 Invoices, Purchases,
 and Payments   (QB0403)
QuickBooks 2004: 4 Timesaving Features   (QB0404)
QuickBooks 2004: 5 Recording Inventory and Assets   (QB0405)
QuickBooks 2004: 6 Working with Taxes, Equity,
 and Liabilities   (QB0406)
QuickBooks 2004: 7 Extra Features and Reports   (QB0407)

Retirement Planning Series   (RETLIB)
Retirement Planning: 1 Money Management   (RETC01)
Retirement Planning: 2 Investing   (RETC02)

Works Series   (WKSLIB)
Works: 1 Getting Started   (WKSC01)
Works: 2 Introducing the Word Processor   (WKSC02)
Works: 3 Formatting Word Processor Pages   (WKSC03)
Works: 4 Using the Spreadsheet   (WKSC04)
Works: 5 Managing Spreadsheet Data   (WKSC05)
Works: 6 Using the Database   (WKSC06)
Works: 7 Calendar and Cross-Works Tools   (WKSC07)

TOTAL NUMBER OF COURSES

Technical

Technical General	**362**
Technical Microsoft	**359**
Technical Web Development	**272**
Total	**993**

End User

End User Business Skills Development	**105**
End User Desktop Computing	**235**
End User Home and Small Business	**62**
Total	**402**

Total Combined Technical & End User Courses: **1,395**

BUSINESS SKILLS VIDEOS ESSENTIALS (61 COURSES) (BSVCE)

Customer Service Series **(PBC004)**
Customer Service: 1 Building Customer Loyalty (PB027)
Customer Service: 2 Delighting Your Customers (PB186)
Customer Service: 3 Building Web Relationships
  (Interview) (PB028)
Customer Service: 4 Creating Customer Value (PB029)
Customer Service: 5 Crown Your Customers
  (Interview) (PB030)
Customer Service: 6 Customer Convenience is
  Key to E-Commerce (Interview) (PB031)
Customer Service: 7 Customer Service Strategy (PB032)
Customer Service: 8 Dealing with Customer
  Complaints (PB033)
Customer Service: 9 Exceeding Customer
  Expectations (PB034)
Customer Service: 10 Getting to Know Your
  Customers (PB035)
Customer Service: 11 Getting Your Customer
  Experience Right (Interview) (PB036)
Customer Service: 12 Implementing Effective
  Service Standards (PB037)
Customer Service: 13 Keeping Loyal Customers (PB038)
Customer Service: 16 Measuring Customer Service (PB041)
Customer Service: 17 Profits, Not Promises
  (Interview) (PB042)
Customer Service: 18 Understanding Customer
  Service (PB043)
Customer Service: 19 Working Wounded: Building Relationships
  with Your Customers (PB044)
Customer Service: 20 Working Wounded: Good
  News About Customer Complaints (PB045)

Finance Series **(PBF001)**
Finance: 1 Building Budgets That Affect Reality
  (Interview) (PB046)
Finance: 2 Capitalize Your Capital (Interview) (PB047)
Finance: 3 Cash Flow Analysis (PB048)
Finance: 4 Key Financial Ratios (PB049)
Finance: 5 Linking Financial Management with
  Organizational Goals (PB050)
Finance: 6 Understanding Financial Statements (PB051)
Finance: 7 Working Wounded: The Budget Blues (PB052)

Global Business Series **(PBG001)**
Global Business: 1 Communicating
  Across Cultures (PB053)
Global Business: 2 Global Work (PB054)
Global Business: 3 Global Work in China
  (Interview) (PB055)
Global Business: 4 Presenting Globally (PB056)
Global Business: 5 The Influence Edge in Cross-
  Cultural Situations (PB057)

Sales and Marketing Series **(PBS001)**
Sales and Marketing: 1 E-Mail
  Marketing (Interview) (PB127)
Sales and Marketing: 2 Guerrilla Marketing (PB128)
Sales and Marketing: 3 Guerrilla Trade Show
  Selling (PB129)
Sales and Marketing: 4 Marketing Your Web Site
  (Interview) (PB130)
Sales and Marketing: 5 New Rules of Online
  Advertising (Interview) (PB131)
Sales and Marketing: 6 Sales Skills
  for Call Centers (PB132)
Sales and Marketing: 7 Target Your Market
  (Interview) (PB133)
Sales and Marketing: 8 The Influence Edge and
  Sales (PB134)
Sales and Marketing: 9 Track Selling
  Step 1: Approach (PB135)
Sales and Marketing: 10 Track Selling
  Step 2: Qualification (PB136)
Sales and Marketing: 11 Track Selling
  Step 3: Agreement On Need (PB137)
Sales and Marketing: 12 Track Selling
  Step 4: Sell the Company (PB138)
Sales and Marketing: 13 Track Selling
  Step 5: Fill the Need (PB139)
Sales and Marketing: 14 Track Selling
  Step 6: Act of Commitment (PB140)
Sales and Marketing: 15 Track Selling
  Step 7: Cement the Sale (PB141)
Sales and Marketing: 16 Working Wounded:
  Closing A Sale (PB142)
Sales and Marketing: 17 Working Wounded:
  Getting Out of a Sales Slump (PB143)
Sales and Marketing: 18 Working Wounded:
  Keys to a Successful Marketing Campaign (PB144)
Sales and Marketing: 19 Working Wounded:
  Making A Gatekeeper an Ally (PB145)

BUSINESS SKILLS VIDEOS ESSENTIALS *(CONTINUED)*

Workplace Environment Series **(PBW002)**

Workplace Environment: 1 Computer Comfort	(PB174)
Workplace Environment: 2 Diversity Effectiveness – An Overview	(PB175)
Workplace Environment: 3 E-Mail and Internet Privacy at Work	(PB176)
Workplace Environment: 4 Ethical Decision Making	(PB177)
Workplace Environment: 5 Ethics in the Workplace – Choose Wisely!	(PB178)
Workplace Environment: 6 Moving Toward Diversity Effectiveness	(PB179)
Workplace Environment: 7 Preventing Sexual Harassment	(PB180)
Workplace Environment: 8 Preventing Sexual Harassment (Presentation Style)	(PB181)
Workplace Environment: 9 Preventing Violence in the Workplace	(PB182)
Workplace Environment: 10 Preventing Violence in the Workplace (Presentation Style)	(PB183)
Workplace Environment: 11 Workplace Violence: Ingredients for Disaster	(PB184)
Workplace Environment: 12 Working Wounded: Overcoming Your Own Bias	(PB185)

BUSINESS SKILLS VIDEOS: MANAGEMENT (76 COURSES) (BSVCM)

Coaching Series **(PBC002)**

Coaching: 3 Performance Coaching: Manager as Career Coach	(PB007)
Coaching: 4 Performance Coaching: Manager as Collaborator	(PB008)
Coaching: 5 Performance Coaching: Manager as Mentor	(PB009)
Coaching: 6 Performance Coaching: Manager as Trainer	(PB010)

Leadership Series **(PBL001)**

Leadership: 1 Creating and Communicating Vision	(PB058)
Leadership: 2 Creating Organizations with Many Leaders (Interview)	(PB059)
Leadership: 3 Digital Markets (Interview)	(PB060)
Leadership: 4 E-Business Strategies (Interview)	(PB061)
Leadership: 5 Leadership in Freaked Out Times (Interview)	(PB062)
Leadership: 6 Leading into the Future (Interview)	(PB063)
Leadership: 7 Leading Organizational Transition	(PB064)
Leadership: 8 Show, Don't Tell	(PB065)
Leadership: 9 Strategic Planning: Establish Processes	(PB066)
Leadership: 10 Strategic Planning: Implement Initiatives	(PB067)
Leadership: 11 Strategic Planning: Strategic Alignment	(PB068)
Leadership: 12 Supporting Innovation (Interview)	(PB069)
Leadership: 13 Surfer Rules (Interview)	(PB070)
Leadership: 14 The E-Marketplace (Interview)	(PB071)
Leadership: 15 The Power of B-Webs (Interview)	(PB077)
Leadership: 16 The Leadership Challenge: Challenge the Process	(PB072)
Leadership: 17 The Leadership Challenge: Enable Others to Act	(PB073)
Leadership: 18 The Leadership Challenge: Encourage the Heart	(PB074)
Leadership: 19 The Leadership Challenge: Inspire a Shared Vision	(PB075)
Leadership: 20 The Leadership Challenge: Model the Way	(PB076)
Leadership: 21 Tilt The Field: Attitude	(PB078)
Leadership: 22 Tilt The Field: Leadership	(PB079)
Leadership: 23 Tilt The Field: Perspective	(PB080)
Leadership: 24 Transform, Don't Conform (Interview)	(PB081)
Leadership: 25 Value Matters (Interview)	(PB082)

Leading Teams Series **(PBL002)**

Leading Teams: 1 Creating Successful Teams (Interview)	(PB083)
Leading Teams: 2 Developing Successful Teams	(PB084)
Leading Teams: 3 Successful Geo-Dispersed Teams (Interview)	(PB085)
Leading Teams: 4 Team Learning (Interview)	(PB086)
Leading Teams: 5 The Influence Edge and Your Team	(PB087)
Leading Teams: 6 Virtual Teams	(PB088)
Leading Teams: 7 Working Wounded: Teams at Work	(PB089)

BUSINESS SKILLS VIDEOS: MANAGEMENT (CONTINUED)

Management Series   (PBM001)
Management: 1 Attracting Key Talent (Interview)   (PB090)
Management: 2 Bringing The Workplace to Life
  (Interview)   (PB091)
Management: 3 Delegation Strategies   (PB092)
Management: 4 Fire Up and Motivate Your
  Employees   (PB093)
Management: 5 Handling Performance Problems   (PB094)
Management: 6 Interviewing for Organizational Fit   (PB095)
Management: 7 Interviewing for Success   (PB096)
Management: 8 Knowledge Management
  (Interview)   (PB097)
Management: 9 Making 360 Degree Feedback
  Work   (PB098)
Management: 10 Managing Performance   (PB099)
Management: 11 Managing Telecommuters   (PB100)
Management: 12 Motivate to Retain (Interview)   (PB101)
Management: 13 Recruiting Top Talent   (PB102)
Management: 14 Retaining Top Talent   (PB103)
Management: 15 Retention for the Long Haul
  (Interview)   (PB104)
Management: 16 Succession Planning   (PB105)
Management: 17 The Costs of Attrition (Interview)   (PB106)
Management: 18 The Diversity Manager   (PB107)
Management: 19 Working Wounded: Becoming a
  New Manager   (PB108)
Management: 20 Working Wounded: Counseling
  an Employee   (PB109)
Management: 21 Working Wounded: The More
  You Give, The More You'll Get   (PB110)

Six Sigma Series   (VSSIG)
Six Sigma: 1 Fundamentals   (VSS01)
Six Sigma: 2 Deployment Roadmap   (VSS02)
Six Sigma: 3 Lasting Six Sigma   (VSS03)

Managing Within the Law Series   (PBM002)
Managing Within the Law: 1 At Will Employment   (PB111)
Managing Within the Law: 2 Complying with ADA Requirements
                                                        (PB112)
Managing Within the Law: 3 Discrimination   (PB113)
Managing Within the Law: 4 Discrimination
  (Presentation Style)   (PB114)
Managing Within the Law: 5 Drug and Alcohol
  Abuse in the Workplace   (PB115)
Managing Within the Law: 6 Family and Medical
  Leave Act   (PB116)
Managing Within the Law: 7 FLSA & State Wage-
  Hour Law   (PB117)
Managing Within the Law: 8 Freedom of Religion
  in the Workplace   (PB118)

Managing Within the Law: 9 Freedom of Speech
  in the Workplace   (PB119)
Managing Within the Law: 10 Legal Guidelines for
  Interviewing   (PB120)
Managing Within the Law: 11 Preventing Sexual
  Harassment - Manager Version   (PB121)
Managing Within the Law: 12 Respecting
  Employees' Individual Rights   (PB122)
Managing Within the Law: 13 Top Ten Ways for
  a Manager to Stay Out of Jail   (PB123)
Managing Within the Law: 14 Working Wounded:
  Preventing Lawsuits   (PB124)
Managing Within the Law: 15 Wrongful
  Termination   (PB125)
Managing Within the Law: 16 Wrongful Termination
  Presentation Style)   (PB126)

BUSINESS SKILLS VIDEOS: PERSONAL DEVELOPMENT   (BSVCP)
(43 COURSES)

Career Development Series   (PBC001)
Career Development: 1 Been There, Done That,
  Now What?   (C1CD01)
Career Development: 4 The Influence Edge and
  Your Career   (PB0004)

Communication Series   (PBC003)
Communication: 1 Curing Common Meeting
  Ailments (Interview)   (PB012)
Communication: 3 Effective Business Writing   (PB014)
Communication: 4 High Performance
  Communication   (PB015)
Communication: 5 Keeping Meeting
  Participants Awake (Interview)   (PB016)
Communication: 6 The People Styles Model   (PB187)
Communication: 7 People Styles at Work   (PB020)
Communication: 8 Resolving Conflict   (PB017)
Communication: 9 Telephone Etiquette   (PB018)
Communication: 10 The Influence Edge
  and E-Mail   (PB019)
Communication: 11 Understanding Negotiation   (PB021)
Communication: 12 Working Wounded: Effective
  Business Presentations   (PB022
Communication: 13 Working Wounded: Giving an
  Apology at Work   (PB023)
Communication: 14 Working Wounded: Leading a
  Successful Meeting   (PB024)
Communication: 15 Working Wounded: Making Group
  Decisions   (PB025)
Communication: 16 Working Wounded: Working
  Through Conflict   (PB026)

Self-Management Series   **(PBS002)**

Self-Management: 1 Becoming More Assertive	(PB146)
Self-Management: 2 Business Protocol	(PB147)
Self-Management: 3 Creative Time Management for the New Millennium	(PB148)
Self-Management: 4 Dealing with Non-Stop Change	(PB149)
Self-Management: 5 Goal Setting and Action Planning	(PB150)
Self-Management: 6 Leap of Faith	(PB151)
Self-Management: 7 Self-Motivation Through Self-Talk	(PB152)
Self-Management: 8 Self-Talk First Aid Kit	(PB153)
Self-Management: 9 The Dynamics of Self-Talk (Interview)	(PB154)
Self-Management:10 The Influence Edge and Change	(PB155)
Self-Management:11 The Influence Edge Model	(PB156)
Self-Management:12 Working Wounded: Dealing with a Messy Desk	(PB157)
Self-Management:13 Working Wounded: Getting More Work Done	(PB158)
Self-Management:14 Working Wounded: Office Politics	(PB159)
Self-Management:15 Working Wounded: Performance Appraisals	(PB160)

Work and Life Balance Series   **(PBW001)**

Work and Life Balance: 1 Child Care Selection	(PB161)
Work and Life Balance: 2 Elder Care Selection	(PB162)
Work and Life Balance: 3 Embracing New Technology	(PB163)
Work and Life Balance: 4 Exhausted Single Working Parent	(PB164)
Work and Life Balance: 5 Financial Planning for Elder Care	(PB165)
Work and Life Balance: 7 Making a Case to Telecommute (Interview)	(PB167)
Work and Life Balance: 8 Overload in an Over-Wired World (Interview)	(PB168)
Work and Life Balance: 9 Telecommuting	(PB169)
Work and Life Balance: 10 The Moral Dilemma of Success	(PB170)
Work and Life Balance: 11 The Risks of Job Burnout	(PB171)
Work and Life Balance: 12 Working Wounded: Connecting With Your Kids When Traveling	(PB172)
Work and Life Balance: 13 Working Wounded: Information Overload	(PB173)

Total Number of Business Skills Video Courses: **181**

ICDL, ECDL & BCS

BCS Certificate for IT Users (Level 2) - Unit E Series **(BCS2IT)**

BCS Certificate for IT Users (Level 2) - Unit E: Unit E Using IT (BCS205)

European Computer Driving License Version 4.0 XP Series **(E4XPDL)**

European Computer Driving License Version 4.0 XP: 1 Concepts of Information Technology (IT) (E4XP01)
European Computer Driving License Version 4.0 XP: 2 Using the Computer and Managing Files (E4XP02)
European Computer Driving License Version 4.0 XP: 3 Word Processing (E4XP03)
European Computer Driving License Version 4.0 XP: 4 Spreadsheets (E4XP04)
European Computer Driving License Version 4.0 XP: 5 Database (E4XP05)
European Computer Driving License Version 4.0 XP: 6 Presentation (E4XP06)
European Computer Driving License Version 4.0 XP: 7 Information and Communication (E4XP07)

European Computer Driving License Version 4.0 Series **(ECD4XM)**

European Computer Driving License Version 4.0: 1 Concepts of Information Technology (IT) (ECE401)
European Computer Driving License Version 4.0: 2 Using the Computer and Managing Files (ECE402)
European Computer Driving License Version 4.0: 3 Word Processing (ECE403)
European Computer Driving License Version 4.0: 4 Spreadsheet (ECE404)
European Computer Driving License Version 4.0: 5 Database (ECE405)
European Computer Driving License Version 4.0: 6 Presentation (ECE406)
European Computer Driving License Version 4.0: 7 Information and Communication (CEC407)

International Computer Driving License 4.0 XP Series **(I4XPDL)**

International Computer Driving License 4.0 XP: 1 Concepts of Information Technology (IT) (I4XP01)
International Computer Driving License 4.0 XP: 2 Using the Computer and Managing Files (I4XP02)
International Computer Driving License 4.0 XP: 3 Word Processing (I4XP03)
International Computer Driving License 4.0 XP: 4 Spreadsheets (I4XP04)
International Computer Driving License 4.0 XP: 5 Database (I4XP05)
International Computer Driving License 4.0 XP: 6 Presentation (I4XP06)
International Computer Driving License 4.0 XP: 7 Information and Communication (I4XP07)

International Computer Driving License 4.0 XP U.S Series **(I4US01)**

International Computer Driving License 4.0 XP U.S: 1 Concepts of Information Technology (IT (I4US01)
International Computer Driving License 4.0 XP U.S: 2 Using the Computer and Managing Files (I4US02)
International Computer Driving License 4.0 XP U.S: 3 Word Processing (I4US03)
International Computer Driving License 4.0 XP U.S: 4 Spreadsheets (I4US04)
International Computer Driving License 4.0 XP U.S: 5 Database (I4US05)
International Computer Driving License 4.0 XP U.S: 6 Presentation (I4US06)
International Computer Driving License 4.0 XP U.S: 7 Information and Communication (I4US07)

International Computer Driving License Version 4.0 Series **(ICD4XM)**

International Computer Driving License Version 4.0: 1 Concepts Information Technology (IT) (ICD401)
International Computer Driving License Version 4.0: 2 Using the Computer and Managing Files (ICD402)
International Computer Driving License Version 4.0: 3 Word Processing (ICD403)
International Computer Driving License Version 4.0: 4 Spreadsheet (ICD404)
International Computer Driving License Version 4.0: 5 Database (ICD405)
International Computer Driving License Version 4.0: 6 Presentation (ICD406)
International Computer Driving License Version 4.0: 7 Information & Communication (ICD407)

Total Number of ICDL & ECDL Courses **36**

The French Collection Package (143 Courses)	**(FRENCH)**	**Excel 7 (French) Series**	**(FRE7LB)**
		Excel 7 (French): Module 1	(FRE701)
Access 2000 (French) Series	**(FRAKLB)**	Excel 7 (French): Module 2	(FRE702)
Access 2000 (French): Module 1	(FRAK01)	Excel 7 (French): Module 3	(FRE703)
Access 2000 (French): Module 2	(FRAK02)		
Access 2000 (French): Module 3	(FRAK03)	**Excel 97 (French): 1 Module 1 (French)**	**(FRE9LB)**
		Excel 97 (French): Module 1	(FRE901)
Access 2002 (French) Series	**(FRA2LB)**	Excel 97 (French): Module 2	(FRE902)
Access 2002 (French): Module 1	(FRA201)	Excel 97 (French): Module 3	(FRE903)
Access 2002 (French): Module 2	(FRA202)		
Access 2002 (French): Module 3	(FRA203)	**Freelance Graphics Millennium (French) Series**	**(FRFGLB)**
		Freelance Graphics Millennium (French): Module 1	(FRFG01)
Access 2002 Expert (French) Series	**(FRAELB)**	Freelance Graphics Millennium (French): Module 2	(FRFG02)
Access 2002 Expert (French): 1 Module 1	(FRAE01)	Freelance Graphics Millennium (French): Module 3	(FRFG03)
Access 2002 Expert (French): 2 Module 2	(FRAE02)		
Access 2002 Expert (French): 3 Module 3	(FRAE03)	**GroupWise (French) Series**	**(FRGWLB)**
		GroupWise (French): Module 1	(FRGW01)
		GroupWise (French): Module 2	(FRGW02)
Access 7 (French) Series	**(FRA7LB)**	GroupWise (French): Module 3	(FRGW03)
Access 7 (French): Module 1	(FRA701)		
Access 7 (French): Module 2	(FRA702)	**Initiation à l'informatique (French) Series**	**(FRIILB)**
Access 7 (French): Module 3	(FRA703)	Initiation à l'informatique (French): Module 1	(FRII01)
		Initiation à l'informatique (French): Module 2	(FRII02)
Access 97 (French) Series	**(FRA9LB)**	Initiation à l'informatique (French): Module 3	(FRII03)
Access 97 (French): Module 1	(FRA901)		
Access 97 (French): Module 2	(FRA902)	**Internet Explorer 5 (French) Series**	**(FRIELB)**
Access 97 (French): Module 3	(FRA903)	Internet Explorer 5 (French): Module 1	(FRIE01)
		Internet Explorer 5 (French): Module 2	(FRIE02)
Approach Millennium (French) Series	**(FRAMLB)**	Internet Explorer 5 (French): Module 3	(FRIE03)
Approach Millennium (French): Module 1	(FRAM01)		
Approach Millennium (French): Module 2	(FRAM02)	**Lotus 1-2-3 Millennium (French) Series**	**(FRLMLB)**
Approach Millennium (French): Module 3	(FRAM03)	Lotus 1-2-3 Millennium (French): Module 1	(FRLM01)
		Lotus 1-2-3 Millennium (French): Module 2	(FRLM02)
Excel 2000 (French) Series	**(FREKLB)**	Lotus 1-2-3 Millennium (French): Module 3	(FRLM03)
Excel 2000 (French): Module 1	(FREK01)		
Excel 2000 (French): Module 2	(FREK02)	**Lotus Notes 4.6 (French) Series**	**(FRLNLB)**
Excel 2000 (French): Module 3	(FREK03)	Lotus Notes 4.6 (French): Module 1	(FRLN01)
		Lotus Notes 4.6 (French): Module 2	(FRLN02)
Excel 2002 (French) Series	**(FRE2LB)**	Lotus Notes 4.6 (French): Module 3	(FRLN03)
Excel 2002 (French): Module 1	(FRE201)		
Excel 2002 (French): Module 2	(FRE202)	**Lotus Notes 6 (French) Series**	**(FRL6LB)**
Excel 2002 (French): Module 3	(FRE203)	Lotus Notes 6 (French): Module 1	(FRL601)
		Lotus Notes 6 (French): Module 2	(FRL602)
Excel 2002 Expert (French) Series	**(FREELB)**		
Excel 2002 Expert (French): Module 1	(FREE01)	**Lotus Notes Client R5 (French) Series**	**(FRLCLB)**
Excel 2002 Expert (French): Module 2	(FREE02)	Lotus Notes Client R5 (French): Module 1	(FRLC01)
Excel 2002 Expert (French): Module 3	(FREE03)	Lotus Notes Client R5 (French): Module 2	(FRLC02)
		Lotus Notes Client R5 (French): Module 3	(FRLC03)
Excel 2003 (French) Series	**(FRE3LB)**	Lotus Notes Client R5 (French): Nouveautés 4	(FRLC04)
Excel 2003 (French): 1 Module 1 (French)	(FRE301)		
Excel 2003 (French): 2 Module 2 (French)	(FRE302)	**Lotus WordPro Millennium (French) Series**	**(FRLWLB)**
Excel 2003 (French): 3 Module 3 (French)	(FRE303)	Lotus WordPro Millennium (French): Module 1	(FRLW01)
Excel 2003 (French): 4 Module 4 (French)	(FRE304)	Lotus WordPro Millennium (French): Module 2	(FRLW02)
Excel 2003 (French): 5 Module 5 (French)	(FRE305)	Lotus WordPro Millennium (French): Module 3	(FRLW03)
Excel 2003 (French): 6 Module 6 (French)	(FRE306)		

Office 2000 (French) Series	**(FROFLB)**	**Windows 2000 (French) Series**	**(FR2KLB)**
Office 2000 (French): Nouveautés 1	(FROF01)	Windows 2000 (French): Module 1	(FR2K01)
		Windows 2000 (French): Module 2	(FR2K02)
Outlook 2000 (French) Series	**(FROKLB)**	Windows 2000 (French): Module 3	(FR2K03)
Outlook 2000 (French): Module 1	(FROU01)		
Outlook 2000 (French): Module 2	(FROU02)	**Windows 95 (French) Series**	**(FR95LB)**
Outlook 2000 (French): Module 3	(FROU03)	Windows 95 (French): 1 Module 1 (French)	(FR9501)
		Windows 95 (French): 2 Module 2 (French)	(FR9502)
Outlook 2002 (French) Series	**(FRO2LB)**	Windows 95 (French): 3 Module 3 (French)	(FR9503)
Outlook 2002 (French): Module 1	(FRO201)		
Outlook 2002 (French): Module 2	(FRO202)	**Windows 98 (French) Series**	**(FR98LB)**
Outlook 2002 (French): Module 3	(FRO203)	Windows 98 (French): Module 1	(FR9801)
		Windows 98 (French): Module 2	(FR9802)
Outlook 2002 Expert (French) Series	**(FROELB)**	Windows 98 (French): Module 3	(FR9803)
Outlook 2002 Expert (French): Module 1	(FROE01)	Windows 98 (French): Module 4	(FR9804)
Outlook 2002 Expert (French): Module 2	(FROE02)		
Outlook 2002 Expert (French): Module 3	(FROE03)	**Windows XP (French) Series**	**(FRXPLB)**
		Windows XP (French): Module 1	(FRXP01)
Outlook 98 (French) Series	**(FRO9LB)**	Windows XP (French): Module 2	(FRXP02)
Outlook 98 (French): Module 1	(FRO901)	Windows XP (French): Module 3	(FRXP03)
Outlook 98 (French): Module 2	(FRO902)		
Outlook 98 (French): Module 3	(FRO903)	**Word 2000 (French) Series**	**(FRWKLB)**
		Word 2000 (French): Module 1	(FRWK01)
PowerPoint 2000 (French) Series	**(FRPKLB)**	Word 2000 (French): Module 2	(FRWK02)
PowerPoint 2000 (French): Module 1	(FRPK01)	Word 2000 (French): Module 3	(FRWK03)
PowerPoint 2000 (French): Module 2	(FRPK02)	Word 2000 (French): Module 4	(FRWK04)
PowerPoint 2000 (French): Module 3	(FRPK03)		
		Word 2002 (French) Series	**(FRW2LB)**
PowerPoint 2002 (French) Series	**(FRP2LB)**	Word 2002 (French): Module 1	(FRW201)
PowerPoint 2002 (French): Module 1	(FRP201)	Word 2002 (French): Module 2	(FRW202)
PowerPoint 2002 (French): Module 2	(FRP202)	Word 2002 (French): Module 3	(FRW203)
PowerPoint 2002 (French): Module 3	(FRP203)		
		Word 2002 Expert (French)	**(FRWELB)**
PowerPoint 2002 Expert (French) Series	**(FRPELB)**	Word 2002 Expert (French): Module 1	(FRWE01)
PowerPoint 2002 Expert (French): Module 1	(FRPE01)	Word 2002 Expert (French): Module 2	(FRWE02)
PowerPoint 2002 Expert (French): Module 2	(FRPE02)	Word 2002 Expert (French): Module 3	(FRWE03)
PowerPoint 2002 Expert (French): Module 3	(FRPE03)		
PowerPoint 2002 Expert (French): Module 4	(FRPE04)	**Word 2003 (French) Series**	**(FRW3LB)**
		Word 2003 (French): 1 Module 1 (French)	(FRW301)
PowerPoint 2003 (French) Series	**(FRP3LB)**	Word 2003 (French): 2 Module 2 (French)	(FRW302)
PowerPoint 2003 (French): 1 Module 1 (French)	(FRP301)	Word 2003 (French): 3 Module 3 (French)	(FRW303)
PowerPoint 2003 (French): 2 Module 2 (French)	(FRP302)	Word 2003 (French): 4 Module 4 (French)	(FRW304)
PowerPoint 2003 (French): 3 Module 3 (French)	(FRP303)	Word 2003 (French): 5 Module 5 (French)	(FRW305)
PowerPoint 2003 (French): 4 Module 4 (French)	(FRP304)	Word 2003 (French): 6 Module 6 (French)	(FRW306)
PowerPoint 2003 (French): 5 Module 5 (French)	(FRP305)		
PowerPoint 2003 (French): 6 Module 6 (French)	(FRP306)	**Word 7 (French) Series**	**(FRW7LB)**
		Word 7 (French): Module 1	(FRW701)
PowerPoint 7 (French) Series	**(FRP7LB)**	Word 7 (French): Module 2	(FRW702)
PowerPoint 7 (French): Module 1	(FRP701)	Word 7 (French): Module 3	(FRW703)
PowerPoint 7 (French): Module 2	(FRP702)	Word 7 (French): Module 4	(FRW704)
PowerPoint 97 (French) Series	**(FRP9LB)**	**Word 97 (French) Series**	**(FRW9LB)**
PowerPoint 97 (French): Module 1	(FRP901)	Word 97 (French): Module 1	(FRW901)
PowerPoint 97 (French): Module 2	(FRP902)	Word 97 (French): Module 2	(FRW902)
PowerPoint 97 (French): Module 3	(FRP903)	Word 97 (French): Module 3	(FRW903)
		Word 97 (French): Module 4	(FRW904)

WordPerfect 8 (French) Series   **(FRWPLB)**
WordPerfect 8 (French): Module 1   (FRWP01)
WordPerfect 8 (French): Module 2   (FRWP02)
WordPerfect 8 (French): Module 3   (FRWP03)

Windows NT 4.0 (French) Series   **(FRWNLB)**
Windows NT 4.0 (French): Module 1   (FRWN01)
Windows NT 4.0 (French): Module 2   (FRWN02)
Windows NT 4.0 (French): Module 3   (FRWN03)

Total Number of French Courses: **143**

Health & Safety - Essentials Series	**(RGLB01)**	**Health and Safety - Environment, Transport, Legal Series**	**(RGLB02)**
Health & Safety-Essentials: Asbestos Awareness	(REG001)	Health and Safety - Environment, Transport, Legal: Container Management	(REG052)
Health & Safety - Essentials: Below Grade Safety	(REG105)	Health and Safety - Environment, Transport, Legal: Contingency Plans	(REG053)
Health & Safety - Essentials: Bloodborne Pathogens	(REG002)	Health and Safety - Environment, Transport, Legal: DOT regulatory Overview	(REG051)
Health & Safety - Essentials: Cold Stress Awareness	(REG107)	Health and Safety - Environment, Transport, Legal: EPA - Generator Subpart BB	(REG056)
Health & Safety - Essentials: Electrical Safety	(REG004)	Health and Safety - Environment, Transport, Legal: EPA - Generator Subpart CC	(REG057)
Health & Safety - Essentials: Fall Protection	(REG006)	Health and Safety - Environment, Transport, Legal: Field Hazard Recognition - Module 1	(REG086)
Health & Safety - Essentials: Fire Extinguishers	(REG007)		
Health & Safety - Essentials: Forklift Safety	(REG008)	Health and Safety - Environment, Transport, Legal: Field Hazard Recognition - Module 2	(REG087)
Health & Safety - Essentials: Hand and Power Tool Safety	(REG009)	Health and Safety - Environment, Transport, Legal: Generator Inspections	(REG054)
Health & Safety - Essentials: Hazard Communication - Material Safety Data Sheets (MSDS)	(REG010)	Health and Safety - Environment, Transport, Legal: Generator Tank Management	(REG058)
Health & Safety - Essentials: Hazard Communication Awareness	(REG011)	Health and Safety - Environment, Transport, Legal: Harassment and Discrimination – Employees	(REG049)
Health & Safety - Essentials: Hazardous Waste Awareness	(REG025)	Health and Safety - Environment, Transport, Legal: Harassment and Discrimination – Managers	(REG050)
Health and Safety - Essentials: HAZWOPER Awareness	(REG012)	Health and Safety - Environment, Transport, Legal: Marking and Labeling	(REG059)
Health & Safety - Essentials: Hearing Protection	(REG013)	Health and Safety - Environment, Transport, Legal: Packaging	(REG060)
Health & Safety - Essentials: Heat Stress Awareness	(REG106)	Health and Safety - Environment, Transport, Legal: Placarding	(REG061)
Health & Safety - Essentials: Indoor Cranes	(REG014)	Health and Safety - Environment, Transport, Legal: RCRA - regulatory Overview	(REG089)
Health & Safety - Essentials: Ladders and Stairways	(REG015)		
Health & Safety - Essentials: Lockout/Tagout	(REG016)	Health and Safety - Environment, Transport, Legal: Resource Conservation and Recovery Act	(REG055)
Health & Safety - Essentials: Office Ergonomics	(REG005)	Health and Safety - Environment, Transport, Legal: Sexual Harassment Prevention	(REG088)
Health & Safety - Essentials: Office Safety (2 versions)	(REG017)	Health and Safety - Environment, Transport, Legal: Shipments	(REG062)
Health & Safety - Essentials: Permit Required Confined Space	(REG003)	Health and Safety - Environment, Transport, Legal: Shipping Papers	(REG063)
Health & Safety - Essentials: Personal Protective Equipment	(REG018)	Health and Safety - Environment, Transport, Legal: Trucks and Towing	(REG090)
Health & Safety - Essentials: Process Safety Management	(REG019)	Health and Safety - Environment, Transport, Legal: Workplace Violence – Employees	(REG064)
Health & Safety - Essentials: Respiratory Protection	(REG020)	Health and Safety - Environment, Transport, Legal: Workplace Violence – Managers	(REG065)
Health & Safety - Essentials: Scaffolds: An Overview	(REG021)		
Health & Safety - Essentials: Temporary Barricades	(REG022)		
Health & Safety - Essentials: Toxic Substance Control Act (TSCA) Section I	(REG023)		
Health & Safety - Essentials: Voluntary Protection Program	(REG024)		

Health and Safety - Equipment and Chemicals Series (RGLB03)

Health and Safety - Equipment and Chemicals: Basic Corrosion	(REG066)
Health and Safety - Equipment and Chemicals: Benzene	(REG109)
Health and Safety - Equipment and Chemicals: Carbon Monoxide	(REG104)
Health and Safety - Equipment and Chemicals: Centrifugal Pumps	(REG078)
Health and Safety- Equipment and Chemicals: Chemical Plant Evacuation	(REG097)
Health and Safety - Equipment and Chemicals: Drawings: P&ID and PFD	(REG073)
Health and Safety - Equipment and Chemicals: Ethylene Oxide	(REG108)
Health and Safety- Equipment and Chemicals: Eye and Face Protection	(REG092)
Health and Safety - Equipment and Chemicals: Hydrogen Sulfide (H2S)	(REG069)
Health and Safety - Equipment and Chemicals: JLG Lifts	(REG071)
Health and Safety - Equipment and Chemicals: Knife Safety	(REG072)
Health and Safety - Equipment and Chemicals: Laser Safety	(REG103)
Health and Safety - Equipment and Chemicals: Latex Allergy	(REG110)
Health and Safety- Equipment and Chemicals: Lead Awareness	(REG093)
Health and Safety- Equipment and Chemicals: Machine Guarding	(REG094)
Health and Safety - Equipment and Chemicals: Methylene Chloride	(REG078)
Health and Safety - Equipment and Chemicals: Product Stewardship	(REG075)
Health and Safety - Equipment and Chemicals: Self Contained Breathing Apparatus (SCBA)	(REG068)
Health and Safety- Equipment and Chemicals: Steel Erection Standards	(REG098)
Health and Safety - Equipment and Chemicals: Toxic Substance Control Act Section II	(REG084)
Health and Safety - Equipment and Chemicals: Toxic Substance Control Act Section III	(REG085)
Health and Safety - Equipment and Chemicals: Track Mobile Switching Safety	(REG080)
Health and Safety- Equipment and Chemicals: Trenching and Excavation	(REG099)
Health and Safety - Equipment and Chemicals: Workplace Hazardous Materials Information System (WHMIS)	(REG082)
Health and Safety - Equipment and Chemicals: Zero Energy Program	(REG083)

Health & Safety - Management Series (RGLB04)

Health and Safety- Management: Back Safety	(REG095)
Health and Safety- Management: Cyber Security Awareness	(REG100)
Health and Safety - Management: Driver Safety	(REG030)
Health and Safety - Management: Employee Rights to Medical Records	(REG033)
Health and Safety - Management: HAZWOPER Awareness Level 1	(REG036)
Health and Safety - Management: Incident Investigation	(REG038)
Health and Safety- Management: Homeland Security	(REG101)
Health and Safety - Management: Industrial Hygiene	(REG040)
Health and Safety - Management: ISO 9001 - 2000 Standards	(REG091)
Health and Safety - Management: Job Safety Analysis (JSA)	(REG041)
Health and Safety - Management: Job Site Safety	(REG042)
Health and Safety - Management: NORM Awareness	(REG044)
Health and Safety- Management Safety Orientation	(REG096)
Health and Safety - Management: Welding, Cutting and Brazing Safety	(REG047)

Health and Safety - Spanish Language   (HSSPAN)

Health and Safety - Spanish Language: Asbestos
   Awareness (Comprensión del asbesto)   (AICC7063)
Health and Safety - Spanish Language: Bloodborne
   Pathogens (Patógenos Sanguíneos)   (AICC7064)
Health and Safety - Spanish Language: Electrical
   Safety (Seguridad con la Electricidad)   (AICC7064)
Health and Safety - Spanish Language: Fall
   Protection (Protección contra las caídas)   (AICC7064)
Health and Safety - Spanish Language: Fire
   Extinguishers (Despida extintores)   (AICC7064)
Health and Safety - Spanish Language: Forklift
   Safety (Seguridad con los Montacargas)   (AICC7064)
Health and Safety - Spanish Language:
   Hand and Power Tool Safety
   (Herramientas Manuales y Mecánicas)   (AICC7064)
Health and Safety - Spanish Language: Hearing
   Protection (Protección de la Audición)   (AICC7064)
Health and Safety - Spanish Language: Office
   Ergonomics (Ergonomía en la Oficina)   (AICC7064)
Health and Safety - Spanish Language:
   Permit Required Confined Space
   (Espacio confinado que requirere permiso)   (AICC7064)
Health and Safety - Spanish Language: Incident
   Investigation (Investigación de Incidentes)   (AICC7084)
Health and Safety - Spanish Language: Indoor
   Cranes (Grúas Para Interiores)   (AICC7085)
Health and Safety - Spanish Language: Industrial
   Hygiene (Higiene Industrial)   (AICC7086)
Health and Safety - Spanish Language: Knife Safety
   (Seguridad con los cuchillos)   (AICC7087)
Health and Safety - Spanish Language: Ladders and
   Stairways (Escaleras y Escalinatas)   (AICC7088)
Health and Safety - Spanish Language: Lockout/Tagout
   (Enclavamiento/etiquetamiento)   (AICC7089)
Health and Safety - Spanish Language: Office Safety (Seguridad
   en la Oficina)   (AICC7090)
Health and Safety - Spanish Language:
   Personal Protective Equipment
   (Equipo de Protección Personal)   (AICC7091)
Health and Safety - Spanish Language: Respiratory
   Protection (Protección Respiratorio)   (AICC7092)
Health and Safety - Spanish Language: Scaffolds,
   An Overview (Vista general de los andamios)   (AICC7093)
Health and Safety - Spanish Language: Temporary
   Barricades (Acordonamiento temporales)   (AICC7094)

Total Number of Health and Safety Courses: 110

Access 2007 (March and June 2007)
Microsoft updates its popular end-user database package with a new context-sensitive interface, as well as a variety of pre-built database solutions. This series will teach learners how to get the most from Access 2007, including how to design, build and use Access tables, queries and reports.

Business Communications: Powerful Email Techniques (June 2007)
How often are your emails misunderstood or ignored? This new addition to our popular Business Communications series will be packed with tips and tools to get your message across exactly as you intend and to all the right people.

Cisco CCNP BCMSN 642-812 (June 2007)
The Building Converged Cisco Multilayer Switched Networks exam is one of the required tests for the Cisco Certified Network Professional (CCNP) certification. The BCMSN tests your ability to implement scalable multilayer switched networks. This series features practice exams that allow you to answer questions in the same format that Cisco will use on exam day, and will provide in-depth instructional feedback on each question to thoroughly cover every subject you'll need to master.

Cisco CCNP BSCI 642-901 (June 2007)
The Building Scalable Cisco Internetworks exam is one of the required tests for the Cisco Certified Network Professional (CCNP) certification. The BSCI tests your ability to handle advanced IP addressing and routing. This series features practice exams that allow you to answer questions in the same format that Cisco will use on exam day, and will provide in-depth instructional feedback on each question to thoroughly cover every subject you'll need to master.

Cisco CCNP ISCW 642-825 (June 2007)
The Implementing Secure Converged Wide Area Networks exam is one of the required tests for the Cisco Certified Network Professional (CCNP) certification. The ISCW tests your ability to manage and secure remote access to networks. This series features practice exams that allow you to answer questions in the same format that Cisco will use on exam day, and will provide in-depth instructional feedback on each question to thoroughly cover every subject you'll need to master.

Cisco CCNP ONT 642-845 (June 2007)
The Optimizing Converged Cisco Networks exam is one of the required tests for the Cisco Certified Network Professional (CCNP) certification. The BCMSN tests your ability to maximize the effectiveness of converged networks. This series features practice exams that allow you to answer questions in the same format that Cisco will use on exam day, and will provide in-depth instructional feedback on each question to thoroughly cover every subject you'll need to master.

CompTIA A+ Depot Technician 220-604 (March 2007)
This series will prepare you for the CompTIA A+ IT Technician exam, which is one of the three second exams you can choose from to gain your CompTIA A+ certification. The IT Technician exam focuses on providing technical support involving a great deal of computer repair and troubleshooting.

CompTIA A+ Essentials 220-601 (March 2007)
This series will prepare you for the CompTIA A+ Essentials exam, which is the first of two exams now required to earn CompTIA A+ certification. This certification validates the knowledge and skills of entry-level computer service technicians. It is an international, vendor-neutral certification recognized by major hardware and software vendors, distributors and resellers. CompTIA A+ certification confirms a technician's ability to perform tasks such as installation, configuration, diagnosing, preventive maintenance and basic networking.

CompTIA A+ IT Technician 220-602 (March 2007)
This series will prepare you for the CompTIA A+ IT Technician exam, which is one of the three second exams you can choose from to gain your CompTIA A+ certification. The IT Technician exam focuses on providing technical support involving a great deal of direct customer interaction.

CompTIA A+ Remote Support Technician 220-603 (March 2007)
This series will prepare you for the CompTIA A+ Remote Support Technician exam, which is one of the three second exams you can choose from to gain your CompTIA A+ certification. The Remote Support Technician exam focuses on providing technical support from a remote location.

Excel 2007 (March and June 2007)
Microsoft has updated their extremely popular spreadsheet program with a new interface and more. This series will teach you how to make Excel 2007 work for you. Need to create or edit a spreadsheet? Generate formulas or charts? This is the series for you!

IIS 6 (March 2007)
Microsoft's Internet Information Services (IIS) is one of the most popular web servers on the market. This series will give you the tools you need to administrate and maintain IIS web services.

Excel 2007 Advanced (June 2007)
Ready to go beyond the basics in spreadsheets? This series will take your Excel abilities to the next level with information and procedures to work with features like pivot tables, macros, formulas, and expressions.

Microsoft .NET 2.0 Application Development MCTS 70-536 (March 2007)
This series is designed to help prepare you for the MCTS 70-536 exam. This exam is a required exam for any of the three MCTS .NET Framework 2.0 certifications. Typically, this exam is for people who work or would like to work on a team in a medium or large development environment that uses Microsoft Visual Studio .NET 2003 Enterprise Developer or Visual Studio 2005. This series features practice exams in both Visual Basic 2005 and Visual C# 2005 that will give you experience in the question formats that Microsoft will use while teaching vital information about the exam objectives.

Microsoft .NET 2.0 Web Development MCTS 70-528 (March 2007)
This series will prepare you for the MCTS 70-528 exam, which is the second required exam for the MCTS Microsoft Certified Technology Specialist: .NET Framework 2.0 Web Applications certification. This exam tests your ability to create Web applications in the .NET environment using either Visual Basic 2005 or Visual C# 2005. This series features practice exams in both languages that will give you experience in the question formats that Microsoft will use while teaching vital information about the exam objectives.

Microsoft SQL Server 2005 MCTS 70-431 (December 2006 and March 2007)
Database administrators, developers and business intelligence developers can use this series to study for the Microsoft Certified Technology Specialist (MCTS) certification exam 70-431: Microsoft SQL Server 2005—Implementation and Maintenance. The series covers all of the information needed to meet the exam objectives, and includes practice questions, simulations, and exercises to get plenty of practice for exam day.

Office 2007 (December 2006 and March 2007)
No more pull-down menus like File, Edit, and View! The new Office package is changing the old interface with a new feature called Ribbons. How do you find the commands you already know? What new commands are available in Word, Excel, Outlook, PowerPoint, and Access? What tasks are basically the same regardless of which Office application you are in? Take a look at the changes in Office 2007 and learn how to make the most of them.

Visual C# (March 2007)
C# is a powerful and simple programming language for building Windows applications. This series will introduce you to the C# programming language and walk you through building code in the Visual C# development environment.

WebSphere 6.0 with Rational Application Developer (March 2007)
WebSphere helped define the middleware software category and is designed to set up, operate and integrate e-business applications across multiple computing platforms using Web technologies. This series will teach you fundamentals of web service technologies including XML schema, SOAP, WSDL. You will also learn to create and publish web services.

Word 2007 (June 2007)
The most popular word processing program on the market has had a major update with the 2007 version. The new Word 2007 series will walk you through creating, formatting, printing, and managing documents that will look fantastic and be easy to create.