Blackbaud University Curriculum for K–12 "ON" Products

To learn more about Blackbaud University's *Learn More* and *Learn Everything* training subscription tiers click here. To view a course description or register for a class, click a course title in the listing below.

Courses are listed in each of the topic areas in the order they should be taken. Take the instructor-led trainings for an in-depth, hands-on experience.

	Learn More	Learn Everything
Core: System Management		
K–12 Core: User Management and Database Administration	●	●
K–12 Core: Initial Configuration	●	●
K–12 Core: Annual Procedures	●	●
Core: Communication		
K–12 Core: Content and Media	●	●
K–12 Core: Calendar, Resources, and News	●	●
K–12 Core: School Forms, Notifications, and Messages	●	●
K–12 Core: Pushpage	●	●
K–12 "ON" Products Core Exam 2017	●	●
K–12 Core: User Management and Communication (2-Day Regional Class)		●
onCampus		
K–12 onCampus: Academic Group and Grade Book Administration	●	●
K–12 onCampus: Academic Group and Grade Book Faculty Perspective	●	●
K–12 onCampus: Activity, Advisory, Community, and Dorm Groups	●	●
K–12 onCampus: Athletic Groups	●	●
onRecord		
K–12 onRecord: Schedule and Attendance	●	●
K–12 onRecord: Official Notes and Conduct	●	●
K–12 onRecord: Learning Profiles and Medical	●	●
K–12 onRecord: Course Requests and Schedule Maker	●	●
onBoard		
K–12 onBoard: Forms	●	●
K–12 onBoard: Candidate Management	●	●

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	Learn More	Learn Everything
onBoard (Cont.)		
K–12 onBoard: Community and Candidate Profiles	●	●
K–12 onBoard and onMessage: Event Registration	●	●
onMessage		
K–12 onMessage: Page Builder	●	●
K–12 onBoard and onMessage: Event Registration	●	●

Nonprofit Workshops

Blackbaud University Nonprofit Workshop courses are not product specific, and do not cover specific technology solutions. Instead, these interactive workshops explore strategies, inspire conversation, and help you apply industry best practices at your nonprofit organization.

	Learn More	Learn Everything
Fundraising		
Nonprofit Workshop: Fundraising		●
Nonprofit Workshop: Effective Case Statements		●
Nonprofit Workshop: Peer-to-Peer Fundraising		●
Nonprofit Workshop: Sustainer Giving		●
Nonprofit Workshop: Major Giving		●
Nonprofit Workshop: Grantseeking		●
Nonprofit Workshop: Grant Writing and Stewardship		●
Nonprofit Workshop: Six Steps to End-of-Year Success		●
Marketing and Communications		
Nonprofit Workshop: Marketing and Communications		●
Nonprofit Workshop: Email Communications		●
Nonprofit Workshop: Improving Your Website's Usability		●
Nonprofit Workshop: Building a Social Media Playbook		●

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	Learn More	Learn Everything
Engaging your Network		
Nonprofit Workshop: Building Engagement		●
Nonprofit Workshop: Leading Volunteers to Success		●
Nonprofit Workshop: Event Management		●
Nonprofit Workshop: Board Management		●
Nonprofit Workshop: Membership Management		●
Operational Excellence		
Nonprofit Workshop: Organizational Management		●
Nonprofit Workshop: Nonprofit Accounting for Fundraisers		●
Nonprofit Workshop: Managing Cash Flow		●

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Role-Based Training Paths

Use the **Training Paths** table below to help you determine which courses to take. After *Core*, the order of courses will depend on the products you own; it is recommended to complete *onCampus* before *onRecord*. Each topic identifies one or more occupational roles for which training is recommended. To confirm which occupational role(s) matches your job description, refer to the **Role Descriptions** information that appears below the Training Paths table.

To view the courses associated to a training path topic, and locate the corresponding topic in the course listings table, in the green header bars.

Training Paths	Occupational Role			
	System Administration	Communications	Admissions	School Administration
Core: System Management	✔			
Core: Communication	✔	✔		
onMessage	✔	✔		
onBoard	✔		✔	
onCampus	✔			✔
onRecord	✔			✔
Nonprofit Workshops: Fundraising	✔			
Nonprofit Workshops: Marketing and Communications	✔	✔	✔	
Nonprofit Workshops: Engaging Your Network	✔	✔	✔	
Nonprofit Workshops: Operational Excellence	✔			✔

Role Description

System Administration

- Maintains the database, including system configuration, security settings, and user information
- Ensures system integrity and efficiency

Communications

- Develops and implements communication plans
- Produces internal and external website content, eNewsletters, and other online publications

Admissions

- Maintains the online community to engage prospective families
- Manages candidate data throughout the application process

School Administration

- Responsible for educational leadership
- Oversees online processes for learning management and student information