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PERSONAL AND PROFESSIONAL DEVELOPMENT COURSES

Choose from over 300 short, online courses designed to help you explore your passion, enhance your value in the workplace, and build the skills you need to take on new challenges. The instructor-moderated courses allow you to study and interact with a cohort over a six-week schedule. For the independent learner, our self-guided courses provide access to all lessons immediately with up to three months to complete.

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Popular Courses

CONVERSATIONAL JAPANESE

This course will provide you with useful words and phrases for conversing as you master the essentials of the Japanese language.

CERTIFICATE IN BRAIN HEALTH

This course offers techniques and insights based on recent scientific studies about fostering health, happiness and well-being to support a healthy brain.

INTRODUCTION TO ARTIFICIAL INTELLIGENCE

Learn the science behind creating computer systems that can perform tasks typically requiring human intelligence in this introductory artificial intelligence (AI) course.

A TO Z GRANT WRITING

Get hands-on experience and knowledge you need to successfully begin writing grant proposals.

ACCOUNTING FUNDAMENTALS

If you want to increase your financial awareness and gain a marketable skill, this course is for you.

SPEED SPANISH

Start creating sentences and conversations in Spanish. Each lesson will introduce new techniques to increase your fluency quickly and allow you to start speaking Spanish right away.

PERSONAL FINANCE

Protect your assets and discover how best to achieve all your financial goals.

STARTING A NONPROFIT

An industry veteran will show you how to take a nonprofit business from vision to reality.

INSTANT ITALIAN

Learn how to express yourself comfortably in Italian. You'll read, hear, and practice dialogues of everyday words which will teach you to communicate in a wide variety of settings.

ADMINISTRATIVE ASSISTANT FUNDAMENTALS

Discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics.

DISCOVER SIGN LANGUAGE

By the end of this sign language course, you will be confident and ready to participate in a conversation using the power of sign language.

INTRODUCTION TO MICROSOFT EXCEL 365

This course will introduce you to Microsoft Excel 365 and teach you how to use this powerful software.

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