

Blackbaud University Curriculum for Raiser's Edge®

To view all Raiser's Edge **Learning Paths** [click here](#).

Wondering which courses are best for your job role?

- [Click here to explore recommended Learning Paths based on your job role](#)
- [Click here to explore Job Role descriptions](#)



Need to complete your *Fundamentals* training and get **Blackbaud Certified®** in a day or two? [Check out our online Accelerator Pack events!](#)

Training Opportunities for *Learn More* Subscriptions

<ul style="list-style-type: none"> • In each LEARNING PATH, courses are listed in the order they should be taken • All courses are 3 hours (180 minutes) unless indicated otherwise • Product certification is required for courses beyond <i>Fundamentals</i> level unless a Prerequisite course is indicated 	Virtual Instructor-Led	eLearning
LEARNING PATH: Fundamentals ← Click HEADERS TO VIEW LEARNING PATHS		
Fundamentals - Constituents	•	
Fundamentals - Gifts	•	
Fundamentals - Query	•	
Fundamentals - Data Analysis and Extraction	•	
LEARNING PATH: Communications		
Essential Mail	•	
LEARNING PATH: Fundraising		
Gift Updates <i>90-Minute Course</i>	•	
Pledges and Recurring Gifts <i>90-Minute Course</i>	•	
Maintaining Accurate Constituent Records	•	
Batch	•	
Creating a Strategy for Campaigns, Funds, and Appeals	•	
Best Practices - Developing Donor Personas <i>90-Minute Course</i>	•	
Tribute <i>90-Minute Course</i>	•	
Planned Giving <i>90-Minute Course</i>	•	
LEARNING PATH: Data Analysis		
Complex Query	•	
Advanced Query - Guided Practice <i>90-Minute Course</i>	•	
Advanced Exports	•	
Actionable Reporting	•	

- In each **LEARNING PATH**, courses are listed in the order they should be taken
- All courses are 3 hours (180 minutes) unless indicated otherwise
- Product certification is required for courses beyond *Fundamentals* level unless a Prerequisite course is indicated

Virtual Instructor-Led	eLearning
------------------------	-----------

LEARNING PATH: Database Administration

Raiser's Edge NXT Best Practices: Policies and Procedures - Constituents <i>90-Minute Course</i>	•	
Raiser's Edge NXT Best Practices: Policies and Procedures - Gifts <i>90-Minute Course</i>	•	
Database Configuration	•	
Effective Database Administration	•	
Import	•	
Database Cleanup <i>90-Minute Course</i>	•	
Preparing for Year-End	•	

LEARNING PATH: Events

Managing Your Events	•	
----------------------	---	--

LEARNING PATH: Membership and Volunteers

Membership <i>90-Minute Course</i>	•	
Volunteer Management <i>90-Minute Course</i>	•	

LEARNING PATH: Blackbaud Merchant Services

Blackbaud Merchant Services: Basics of the Web Portal		•
Integration: Basics of Processing Payments with Blackbaud Merchant Services		•

LEARNING PATH: Target Analytics

Target Analytics: Basics of Modeling		•
Target Analytics: Basics of Affluence Insight		•
Target Analytics: Basics of Advanced Direct Marketing Analytics		•

LEARNING PATH: Integration

Integration: Basics of Financial Edge Integrations		•
Integration: Basics of Raiser's Edge Integrations		•

CERTIFICATION

- Take the [Raiser's Edge Fundamentals Exam](#) and get **Blackbaud Certified**[®]
- Take the [Raiser's Edge NXT Fundamentals Exam](#) and get **Blackbaud Certified**[®]
- Take the [Raiser's Edge NXT Professional Exam](#) and get **Blackbaud Certified**[®]

eLEARNING BASICS

- View the Raiser's Edge [Basics Learning Path](#)

ORGANIZATIONAL BEST PRACTICES

- Build your business acumen and social good expertise with these non-product-specific courses
- View the [Organizational Best Practices Learning Path](#)

Additional Training Opportunities

for Learn Everything Subscriptions

Courses that Support Microsoft Product Use

These instructor-led, hands-on courses support Microsoft Excel and Word. Boost your organization's productivity with targeted hands-on learning.

LEARNING PATH: [Microsoft Product Training](#)



Courses that Support Microsoft Products

North Star Sessions

Get expert guidance from leaders in the social good sector. These insightful and instructive video sessions are available on-demand, 24/7.

LEARNING PATH: [North Star Sessions](#)



North Star Sessions

Accelerator Pack Events

LEARNING PATH: [Accelerator Pack Events](#)

2-Day Online Virtual Event

Day 1

Day 2

Raiser's Edge NXT: Fundamentals - Accelerator Pack *New Event!*

A.M.

Raiser's Edge NXT: Fundamentals - Overview
Raiser's Edge NXT: Fundamentals - Portfolio
Raiser's Edge: Fundamentals - Constituents

Raiser's Edge NXT: Fundamentals - Lists and Dashboards
Raiser's Edge: Fundamentals - Query

P.M.

Raiser's Edge NXT: Fundamentals - Gift Management
Raiser's Edge: Fundamentals - Gifts

Raiser's Edge: Fundamentals - Data Analysis and Extraction

1-Day Online Virtual Event

Raiser's Edge NXT: Fundamentals - Web View Accelerator Pack

Raiser's Edge NXT: Fundamentals - Overview

Raiser's Edge NXT: Fundamentals - Work Center

Raiser's Edge NXT: Fundamentals - Gift Management

Raiser's Edge NXT: Fundamentals - Lists and Dashboards

Continued on next page | [Return to p.1](#)

Role-Based Learning Paths

Use the **Learning Paths** table below to help you determine which courses to take.

Learning Paths are listed in recommended order, beginning with *Fundamentals*.

Each Learning Path identifies one or more occupational job roles for which training is recommended.

To confirm which occupational roles match your job description, refer to the **Role Descriptions** information that appears below the **Learning Paths** table.

Click on a **Learning Path** to view the associated courses.

OCCUPATIONAL JOB ROLE

* [Job Role Descriptions](#) on the next page

Learning Paths	Communications	DBA	Data Entry	Events	Executive	Fundraiser	Membership	Volunteer
Fundamentals	✓	✓	✓	✓	✓	✓	✓	✓
Communications	✓	✓	✓					
Fundraising	✓	✓	✓			✓		
Data Analysis	✓	✓		✓	✓	✓	✓	✓
Database Administration		✓						
Events				✓				
Membership and Volunteers							✓	✓
Blackbaud Merchant Services		✓						
Integration		✓						

[Job Role Descriptions](#) ▾ next page | [Return to p.1](#)

Job Role Descriptions

[Return to Role-Based Learning Paths](#)

Communications

- Develops and implements a communications plan
- Produces appeals, gift receipts, donor acknowledgement letters, annual reports, and other communications

DBA / Database Administration

- Maintains the database, including system configuration, security configuration, and global processes
- Ensures database integrity and efficiency

Data Entry

- Enters constituent and gift records into the database
- Maintains biographical updates on constituents

Events

- Plans event schedules
- Maintains event and participant records
- Coordinates event logistics and publicity

Executive

- Provides leadership in core areas, such as strategy and program delivery, to enable long-term vision achievement

Fundraiser

- Researches and builds relationships with prospects
- Maintains and develops prospect and donor relations with the goal of increased giving and retention

Membership

- Plans and implements membership programs
- Recruits members and maintains membership records

Volunteer

- Recruits, trains, and builds relationships with volunteers
- Maintains volunteer opportunities and volunteer records

[Return to Role-Based Learning Paths](#)

[Return to p.1](#)

Updated 11/28/2022