blackbaud UNIVERSITY

Blackbaud University Curriculum for
Blackbaud Award Management™

To view all Blackbaud Award Management **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

CFRE

Training Opportunities for *Learn More* Subscriptions

- In each **LEARNING PATH**, courses are listed in the order they should be taken - All courses are 3 hours (180 minutes) unless indicated otherwise	Virtual Instructor-Led	eLearning
LEARNING PATH: Fundamentals ← CLICK HEADERS TO VIEW LEARNING PATHS		
Fundamentals - System Overview *90-Minute Course*	●	
Fundamentals - Awarding *90-Minute Course*	●	
LEARNING PATH: System Build		
Questions and Qualifications	●	
Portfolio Management *90-Minute Course*	●	
Managing Reviews	●	●
Renewals	●	
LEARNING PATH: Stewardship		
Stewardship	●	●
LEARNING PATH: System Administration		
System Administration	●	●

CERTIFICATION

- Take the **Blackbaud Award Management Fundamentals Exam** and get **Blackbaud Certified**®

eLEARNING BASICS

- View the Blackbaud Award Management *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

Continued on next page

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

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

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 **Job Role Descriptions** information that appears below the **Learning Paths** table.

Learning Paths

Click on a **Learning Path** below to view the associated courses	OCCUPATIONAL JOB ROLE		
	System Administrator	Opportunity Administrator	Stewardship Administrator
Fundamentals	✔	✔	✔
System Build	✔	✔	
Stewardship	✔		✔
System Administration	✔		

Job Role Descriptions

System Administrator

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

Opportunity Administrator

- Creates and manages portfolios, opportunities, and applications
- Builds and administers review committees
- Makes award offers to students

Stewardship Administrator

- Creates and manages donor profiles and contacts
- Edits and publishes fund snapshots, recipients, and disbursements
- Sends out updates and reports to donor contacts

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