













# 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 Basics	Learn More	Learn Everything
<b>Core: System Management</b>			
 K-12 Core: User Management and Database Administration		●	●
 K-12 Core: Initial Configuration		●	●
 K-12 Core: Annual Procedures		●	●
<b>Core: Communication</b>			
 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)			●
<b>onCampus</b>			
 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		●	●
<b>onRecord</b>			
 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		●	●




 Abstract  
 Certification

	Learn Basics	Learn More	Learn Everything
<b>onBoard</b>			
 K-12 onBoard: Forms		●	●
<b>onBoard (Cont.)</b>			
 K-12 onBoard: Candidate Management		●	●
 K-12 onBoard: Community and Candidate Profiles		●	●
 K-12 onBoard and onMessage: Event Registration		●	●
<b>onMessage</b>			
 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 Basics	Learn More	Learn Everything
<b>Fundraising</b>			
 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			●
 Nonprofit Fundraising Exam 2017			●
<b>Marketing and Communications</b>			
 Nonprofit Workshop: Marketing and Communications			●
 Nonprofit Workshop: Email Communications			●
 Nonprofit Workshop: Improving Your Website's Usability			●
 Nonprofit Workshop: Building a Social Media Playbook			●



 Abstract  
 Certification

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

## Regionals

Day 1

Day 2

K-12 CORE: USER MANAGEMENT AND COMMUNICATION		
Morning	K-12 Core: User Management and Database Administration	K-12 Core: Calendar, Resources, and News
Afternoon	K-12 Core: Content and Media	K-12 Core: School Forms, Notifications, and Messages

# 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, [return to p. 1](#) 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