


Blackbaud University Curriculum for Blackbaud Raiser's Edge NXT®

To view a complete course description or launch a class, click a title in the listing below.

Start with eLearning *Basics* on-demand courses or jump to instructor-led online courses for hands-on learning. In each of the topic areas, courses are listed in the order they should be taken.

This curriculum includes opportunities to earn continuing education credits for [CFRE](#).





Note: All Raiser's Edge courses are also relevant for Blackbaud Raiser's Edge NXT users; however, the web view is only covered in specific courses. To find web view courses, look for the  icon next to the course title in the listing below.



Click course names to launch or register for a class

	Learn Basics	Learn More	Learn Everything
FUNDAMENTALS (WEB VIEW)			
 Raiser's Edge NXT: Basics of Raiser's Edge NXT 	●	●	●
 Raiser's Edge NXT: Basics of Records 	●	●	●
 Raiser's Edge NXT: Fundamentals - Overview and Data Entry 		●	●
 Raiser's Edge NXT: Fundamentals - Fundraising 		●	●
 Raiser's Edge NXT: Bootcamp and Certification 			●
FUNDAMENTALS (DATABASE VIEW)			
 Raiser's Edge: Basics of Raiser's Edge	●	●	●
 Raiser's Edge: Fundamentals - Constituents		●	●
 Raiser's Edge: Fundamentals - Gifts		●	●
 Raiser's Edge: Fundamentals - Query		●	●
 Raiser's Edge: Fundamentals - Data Analysis and Extraction		●	●
CERTIFICATION			
 Raiser's Edge Fundamentals Exam 2020	●	●	●
 Raiser's Edge NXT Fundamentals Exam 2020		●	●
 Raiser's Edge Professional Exam 2020		●	●
COMMUNICATIONS			
 Raiser's Edge: Basics of Mail	●	●	●
 Raiser's Edge: Basics of Blackbaud Online Express	●	●	●
 Raiser's Edge NXT: Basics of Social Posting 	●	●	●



-  Course Abstract
-  eLearning Course
-  Certification
-  Web View Course

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Click course names to launch or register for a class

	Learn Basics	Learn More	Learn Everything
COMMUNICATIONS (continued)			
 Raiser's Edge NXT: Basics of Email 	●	●	●
 Raiser's Edge NXT: Marketing and Outreach 		●	●
 Raiser's Edge: Efficient Mail Communications		●	●
 Raiser's Edge: Optimizing Mail with Segmentation		●	●
FUNDRAISING			
 Raiser's Edge NXT: Basics of Fundraising 	●	●	●
 Raiser's Edge: Basics of Constituents	●	●	●
 Raiser's Edge: Basics of Gifts	●	●	●
 Raiser's Edge: Basics of Gift Aid (U.K. Only)	●	●	●
 Raiser's Edge: Basics of Prospects	●	●	●
 Raiser's Edge NXT: Automated Recurring Gifts 	●	●	●
 Raiser's Edge NXT: Gift Batch and Automated Recurring Gifts  <i>90-Minute Course</i>		●	●
 Raiser's Edge: Gift Updates and Maintenance		●	●
 Raiser's Edge: Maintaining Accurate Constituent Records		●	●
 Raiser's Edge: Advanced Gift and Constituent Entry - Refresher <i>90-Minute Course</i>		●	●
 Raiser's Edge: Building a Better Batch		●	●
 Raiser's Edge NXT: Constituent Records - Updates and Maintenance 		●	●
 Raiser's Edge: Moves Management and Retention		●	●
 Raiser's Edge: Creating a Strategy for Campaigns, Funds, and Appeals		●	●
DATA ANALYSIS			
 Raiser's Edge NXT: Basics of Reporting 	●	●	●
 Raiser's Edge NXT: Basics of Lists 	●	●	●
 Raiser's Edge: Basics of Query	●	●	●
 Raiser's Edge: Basics of Reports	●	●	●
 Raiser's Edge: Basics of Data Extraction	●	●	●
 Raiser's Edge NXT: Reporting and Analysis 		●	●
 Raiser's Edge NXT: Building Custom Reports 		●	●
 Raiser's Edge: Expert Data Segmentation with Query		●	●
 Raiser's Edge: Advanced Query and Mail - Refresher <i>90-Minute Course</i>		●	●
 Raiser's Edge: Generating Exports		●	●
 Raiser's Edge: Actionable Reporting		●	●



















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	Learn Basics	Learn More	Learn Everything
DATA ANALYSIS (continued)			
 Raiser's Edge: Advanced Export and Reports - Refresher <i>90-Minute Course</i>		●	●
 Raiser's Edge: Professional Bootcamp			●
 Raiser's Edge NXT: Basics of Security 	●	●	●
 Raiser's Edge NXT: Database Health and Administration <i>90-Minute Course</i> 		●	●
 Raiser's Edge: Configuring Your Database for Success		●	●
 Raiser's Edge NXT Workshop: Creating Policies and Procedures		●	●
 Raiser's Edge NXT Workshop: Expanding Policies and Procedures		●	●
 Raiser's Edge: Effective Database Administration		●	●
 Raiser's Edge: Adding and Updating Records with Import		●	●
 Raiser's Edge: Database Cleanup Using Import and Global Changes <i>90-Minute Course</i>		●	●
 Raiser's Edge: Database Configuration for Successful Mailings		●	●
 Raiser's Edge Workshop: Process Improvement, Tips, and Tricks		●	●
 Raiser's Edge Workshop: Optimizing Your Database for Raiser's Edge NXT		●	●
EVENTS			
 Raiser's Edge: Basics of Events	●	●	●
 Raiser's Edge NXT: Events  <i>90-Minute Course</i>		●	●
 Raiser's Edge: Managing Your Events		●	●
MEMBERSHIP AND VOLUNTEER			
 Raiser's Edge: Membership Management		●	●
 Raiser's Edge: Volunteer		●	●
BLACKBAUD MERCHANT SERVICES			
 Blackbaud Merchant Services: Basics of the Web Portal	●	●	●
 Integration: Basics of Processing Payments with Blackbaud Merchant Services	●	●	●
RESEARCHPOINT AND TARGET ANALYTICS			
 ResearchPoint: Basics of ResearchPoint	●	●	●
 ResearchPoint: Basics of Prospect Research	●	●	●
 Target Analytics: Basics of Modeling	●	●	●
 Target Analytics: Basics of Affluence Insight	●	●	●
 Target Analytics: Basics of Advanced Direct Marketing Analytics	●	●	●

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	Learn Basics	Learn More	Learn Everything
INTEGRATION			
 Integration: Basics of everydayhero Integrations	●	●	●
 Integration: Basics of Blackbaud NetCommunity and Raiser's Edge Integration	●	●	●
 Integration: Basics of Financial Edge Integrations	●	●	●
 Integration: Basics of Raiser's Edge and Luminate Online Integration	●	●	●
 Integration: Basics of Raiser's Edge and ResearchPoint Integration	●	●	●
ORGANIZATIONAL BEST PRACTICES			
 OBP: Basics of Events	●	●	●
 OBP: Basics of Finance	●	●	●
 OBP: Basics of Foundations	●	●	●
 OBP: Basics of Fundraising	●	●	●
 OBP: Basics of Higher Education	●	●	●
 OBP: Basics of Impact	●	●	●
 OBP: Basics of K-12 Education	●	●	●
 OBP: Basics of Marketing	●	●	●
 OBP: Basics of Membership	●	●	●
 OBP: Basics of Nonprofit Organizations	●	●	●
 OBP: Basics of Peer-to-Peer	●	●	●
 OBP: Basics of Personas	●	●	●
 OBP: Basics of Volunteers	●	●	●
Click here to view the full curriculum for instructor-led OBP workshops and certifications		●	●

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Regionals

	Day 1	Day 2	Day 3	Day 4
	Raiser's Edge NXT: Bootcamp and Certification			
A.M.	Raiser's Edge: Fundamentals - Constituents	Raiser's Edge: Fundamentals - Gifts	Raiser's Edge: Fundamentals - Query	Raiser's Edge NXT: Maintaining Your Portfolio
P.M.	Raiser's Edge NXT: Fundamentals - Overview and Data Entry	Raiser's Edge NXT: Fundamentals - Fundraising	Raiser's Edge: Fundamentals - Data Analysis and Extraction	Raiser's Edge NXT: Reporting and Analysis

	Day 1	Day 2	Day 3
	Raiser's Edge: Professional Bootcamp		
A.M.	Raiser's Edge: Maintaining Accurate Constituent Records	Raiser's Edge: Expert Data Segmentation with Query	Raiser's Edge: Generating Exports
P.M.	Raiser's Edge: Gift Updates and Maintenance	Raiser's Edge: Efficient Mail Communications	Raiser's Edge: Actionable Reporting

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Role-Based Training Paths

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

The course topics are listed in recommended order, beginning with *Fundamentals*. Course titles within each topic are also listed in the recommended order. Each topic identifies one or more occupational roles for which training is recommended. To confirm which occupational roles match your job description, refer to the **Role Description** 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

Training Path	OCCUPATIONAL ROLE							
	Communications	DBA	Data Entry	Events	Executive	Fundraiser	Membership	Volunteer
Fundamentals	✓	✓	✓	✓	✓	✓	✓	✓
Communications	✓	✓	✓					
Fundraising	✓	✓	✓			✓		
Data Analysis	✓	✓		✓	✓	✓	✓	✓
Database Administration		✓						
Events				✓				
Membership and Volunteer							✓	✓
Blackbaud Merchant Services		✓						
ResearchPoint and Target Analytics		✓	✓	✓	✓	✓		
Integration		✓						

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Role Descriptions

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

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