



2023 FALL

Business Programs

Online and Remote Learning

Business Programs at the University of San Diego

Advance Your Career with Professional and Continuing Education from USD



Change is the only constant in today's business climate. The University of San Diego's Professional and Continuing Education business certificate programs provide you with the insight and tools needed to sustain an edge in this highly competitive industry. Through our cutting-edge curriculum, students can choose business courses that focus on all facets of this career field, from entrepreneurship and business development to marketing and management.

PCE's Business Programs offer certificate programs, stand-alone courses, and workshops that seek to enhance students' professional development and help them become leaders in their chosen career.

Who Should Attend?

The business certificate programs are well suited for anyone who wishes to pursue a business career, including recent graduates, new and seasoned professionals, or even those looking to make a career change. Professionals seeking to sharpen their skills in the areas of project management, digital marketing, leadership, nonprofit management, and commercial real estate begin this coursework to advance their careers and make new network contacts.

Benefits of USD's Business Programs

Some of the benefits students can expect from our many online business programs include:

- Document your academic achievement in an area of specialized expertise to assist you in advancing your career and possibly moving up the salary schedule.
- Complete your certificate within 10 months, less time than it typically takes to earn a graduate degree.
- Develop and update your professional skills and knowledge to make you more effective in your field with in-depth learning.
- Continue your education at a nationally ranked university with a cutting-edge curriculum and proven programs.
- Learn from expert faculty members who are also experienced practitioners.
- Benefit from small class sizes that offer personalized and superior support to enhance learning.
- Sign up for convenient and flexible program schedules, with no application requirement.



FEATURED COURSES

PRICE: \$299 | 1 UNIT

Designed to empower nonprofit professionals, this continuing education course will explore marketing fundamentals to help develop and implement creative content strategies to build brand awareness and engage customers. This course will introduce students to aspects of traditional marketing, explore digital marketing strategies and best practices, plus review real-world case studies. [Online Fixed-Date](#)

PRICE: \$299 | 1 UNIT

Our Nonprofit Sector Overview course provides a foundation for understanding nonprofit organizations within the greater context of the nonprofit sector and society as a whole. Students will learn the characteristics of nonprofit organizations, their organizational structures and unique dimensions of the state of the sector. They will also explore leadership best practices and grow to understand the integral role nonprofits play in our communities. [Online Fixed-Date](#)

PRICE: \$299 | 1 UNIT

This course will provide students with the guidance, tools, and practice for writing a competitive nonprofit grant proposal for foundation funding and public funding. Students will learn the step-by-step processes of grant preparation and will receive feedback on their writing and proposal organization. Topics will include Getting Grant Organized; Developing Key Grant Components; Integrating Program Evaluation and Budgeting; and Writing/Submitting a Final Proposal. [Online Fixed-Date](#)

PRICE: \$599 | 2 UNITS

This course will explore the aspects of project management as they relate to project execution, including methods of governing project work and enabling value-driven delivery of requirements. We will also cover the project management principles related to building quality into processes and deliverables and embracing adaptability and resilience. [Online Fixed-Date](#)

FEATURED COURSES

PRICE: \$299 | 1 UNIT

Nonprofits secure revenue from a variety of different sources – individuals, corporations, foundations, and government, and through a variety of different means. Understanding the funding landscape, and its agility from organization to organization, is key to developing a successful fundraising strategy. While approaching each contributor requires its own strategy, this course will provide students with the basic components needed for making a compelling fundraising case.

[Online Fixed-Date](#)

PRICE: \$450 | 1 UNIT

The objective of this course is to acquire an understanding of finance and investment fundamentals in the real estate world. This class will examine the basics of financial analysis that informs the real estate investor in decision-making and the lender for underwriting. [Remote](#)

PRICE: \$299 | 1 UNIT

Nonprofits often launch programs without knowing exactly how they will determine whether or not an initiative has achieved its expected outcome. Having an understanding key evaluation methods are fundamental to well led organizations and the demonstration of achieved results through programming. Gain the skills to verify data and make sound decisions for impact.

[Online Fixed-Date](#)

PRICE: \$450 | 1 UNIT

The land development entitlement process often seems like an incomprehensible maze. This course will help identify the various regulatory criteria that may affect project design, and the inter-connective, consecutive, and sequential processes required for governmental review and approval. Students will learn to recognize policy documents, zoning regulations, and environmental studies that may affect your project budgets and timelines. [Remote](#)

PRICE: \$599 | 2 UNITS

This introductory course to the Project Management Certificate will review the value of stakeholder

identification, communication, and managing business partner relationships. Students will learn how the project manager can approach complex business relationships and projects while influencing their team and stakeholders positively. In addition, students will identify the leadership skills and styles necessary to create a high-performing team capable of realizing and managing projects from current to future state outcomes. [Online Fixed-Date](#)

PRICE: \$299 | 1 UNIT

Most nonprofits fall short of understanding the talent management component of attracting, retaining and sustaining volunteers within their organizations. This class will provide an overview of how the demographic of today's volunteers is changing, how best to deploy the talents of these multi-generational volunteers, and understand how to provide a structured objective framework to be accomplished by the volunteer corps. [Online Fixed-Date](#)

PRICE: \$299 | 1 UNIT

The primary reason that nonprofits struggle with poor board governance is that board members have never been trained and often misunderstand their important governance role. This course will teach the history of governance in the nonprofit sector, and the readings and discussions will focus on ways to increase the effectiveness of boards by recruiting, training, engaging, and evaluating board members. [Online Fixed-Date](#)

PRICE: \$450 | 1 UNIT

This continuing education course will explore the operations, administration and executive functions related to the management of real estate properties. Specific examples of situations one may encounter and some of the “do’s and don’ts” of property management will provide the student with real-life views of this aspect of the real estate profession. [Remote](#)

FEATURED COURSES

PRICE: \$599 | 2 UNITS

This course is the second in the Project Management Certificate series. The course will cover the significance of and methods for choosing a project development methodology and how this impacts a project's life cycle as well as specific elements of project planning. Additionally, the course examines the importance of establishing, prioritizing, and maintaining the value in project outcomes. [Online Fixed-Date](#)

PRICE: \$1,375 | 2 UNITS

Introduction to Data Visualization and Storytelling with Tableau is a hands-on course that introduces how one develops meaningful data visualizations to provide actionable information for relevant audiences. Participants will learn data ethics and theory of data storytelling and use Tableau, an interactive analytics platform, to visually analyze data and create meaningful dashboards. [Online Fixed-Date](#)

PRICE: \$379 | 1 UNIT

Web analytics is arguably one of the most vital aspects of any marketing campaign. This course will help you understand the data we have access to on a daily basis from various websites, social networks, and advertising campaigns to be able to make effective decisions. Not only will you learn what to measure and how to measure it, but you will also discover how to analyze the data and use it to optimize your website and campaigns. You will learn how to pick the right analytics tools for your needs, and will immerse yourself in the world of data. [Online Fixed-Date](#)

PRICE: \$315 | 1 UNIT

This practical Search Engine Optimization (SEO) course is designed to give students a foundational understanding of 'onsite' (SEO). Students will learn how search engines work, the principles behind search engine algorithms and how those algorithms should directly impact your website design process, website layout and onpage keyword usage. [Online Fixed-Date](#)

PRICE: \$315 | 1 UNIT

This course is designed to build upon the onsite SEO concepts and strategies taught in the prior course and to help give students an additional (yet critical) layer of SEO knowledge pertaining strictly to offsite optimization. Ultimately, the offsite SEO process centers around building website authority and doing so in a way that not only builds brand awareness and popularity but also appeals directly to the foundational components of search engine algorithms. [Online Fixed Date](#)

PRICE: \$379 | 1 UNIT

Project Management is the application of knowledge, skills, tools and techniques to project-oriented activities to meet project requirements. In today's fast paced business environment, now more than ever, organizations are faced with competing aggressively with one another, and so the demand for operational effectiveness and efficiency becomes essential to organizational success. [Online Self-Paced](#)

PRICE: \$1375 | 2 UNITS

This course will illustrate data analytics with Excel using fundamental statistical concepts (i.e., descriptive statistics, statistical inference, and regression analysis). In so doing, it offers students a jumping-off point into the world of visualizations and data-driven decision-making from a one-stop-shop software solution. Participants will become adept at tools such as Pivot Tables, the Data Analysis Toolpak, the VLOOKUP, and other formulas which are relevant and applicable to today's vast enterprises and business endeavors. [Online Fixed-Date](#)

PRICE: \$299 | 1 UNIT

Leaders of nonprofits have multiple responsibilities and one of the most important is to ensure that the organization remains financially secure. This class is designed for those with little or no experience in financial management and will introduce the student to basic accounting, interpreting and analyzing required financial documents, financial reporting, budgeting

FEATURED COURSES

and producing and reporting out documents that are understood by key stakeholders. *Online Fixed-Date*

PRICE: \$379 | 1 UNITS

This course will focus on teaching brand new podcasters how to create a podcast from the bottom up. It will cover everything from strategies on creating a podcast, marketing a podcast, finding the right guests, and even what equipment is needed to set up and run a brand new podcast. By the end of this course, you will be able to create your own ultimate podcast. *Online Self-Paced*

PRICE: \$599 | 2 UNITS

This is the fourth course in the Project Management Certificate series. In this course, students will learn how to leverage the Measurement and Uncertainty performance Domains and related delivery Principles to empower their decision-making amidst change. In addition, students will learn to establish methods to capture and evaluate optimal pathways for decision making and develop an understanding of systems thinking.

Online Fixed-Date

CERTIFICATES AND SERIES

This continuing education program is intended for those seeking to gain the knowledge and skills needed to prepare for project management roles.

This program will prepare students to take the certification exam for Certified Associate in Project Management (CAPM)[®].

This focused continuing education is intended for professionals seeking to learn the latest in Search Engine Optimization (SEO) best practices. You'll learn to interpret, communicate and understand the ins and outs of SEO and Analytics by laying the foundation for online success. Understanding SEO tactics, techniques, and strategies will leverage your competitive edge as a business professional, elevate your online performance, and leverage growth. Offered by the University of San Diego's Division of Professional and Continuing Education, this 12-week online program provides you with a high-quality learning experience focused on fundamental SEO and Marketing Analytics best practices.

This continuing education program will assist students to gain an understanding of core concepts including brand positioning, market segmentation, competitive analysis, marketing channels and metrics.

This continuing education program is designed to help you build the professional and practical skills and knowledge needed to support the sustainability and growth of nonprofit organizations.

This continuing education program is designed to sharpen your project management skills and deepen your understanding of essential strategies and methodologies.

This continuing education program is intended for those who want to expand and gain essential skills in financing, developing, managing, and selling commercial real estate projects, and explore the legal, entitlement, and environmental aspects as well as other important elements of development and project management.

The Cannabis Healthcare and Medicine Certificate program advances the knowledge and practice of cannabis medicine for health care providers and allied health professionals by improving their understanding of cannabis's medical properties. As the cannabis industry develops, there will be an ever-increasing demand for knowledgeable workers in the industry, especially when it comes to those focusing on cannabis as a medicine. Cannabis is not only new to most people, it is also a very complicated subject that not many people have direct experience with. High quality education on the subject is paramount and will set students apart to participate in this sought-after industry. This program is created in partnership with Green Flower Media Inc., the leader in cannabis education and training.

This online professional certificate program is designed to provide practical and statistical techniques and skillsets in Data Analytics and Visualization. Courses in this modern program will prepare participants to solve real-world data problems for insights that lead to better decisions and strategic business actions. Start by exploring how to efficiently utilize data analyses and then how to effectively communicate and display findings to inform and direct decision-making. Working professionals and data enthusiasts will explore and apply in-demand tools and analytical topics in this four-course certificate.

CERTIFICATES AND SERIES

Keep businesses and individuals safe from cybercrime as an expert in the rapidly-growing cybersecurity industry. The University of San Diego Cyber Bootcamp powered by Fullstack Academy uses best-in-class live-online training and tools to produce graduates in high-demand. Interested in launching your career in cybersecurity?

The Salesforce Administrator Career Certificate prepares students for careers in customer relationship management (CRM) through hands-on practice with Salesforce tools. Students will gain a strong understanding of business processes in sales, the sales cycle, and more. Through projects, students will practice their skills and have a portfolio of work to show to future employers, in addition to a certificate co-branded with the University of San Diego and Salesforce.

The Cannabis Compliance and Risk Management program prepares students to become in-demand compliance professionals within the fast-evolving cannabis industry. Students gain an understanding of the risks related to operating a commercial cannabis business and learn how to mitigate them with a proven Cannabis Risk Management Framework. The cannabis industry is complex and ever-changing, making legal compliance a significant challenge for cannabis businesses of all sizes.

With the surge in high-tech growth, local employers are scrambling to find enough tech talent. This is reflected in impressive salary numbers—in San Diego, the average software developer's salary is 27% higher than the city's average salary. This is a 27-week part-time or a 12-week full-time bootcamp for those interested in a career in coding. Add software developer skills to your resume today through University of San Diego Coding Bootcamp, an immersive program powered by Fullstack Academy offered in both full-time and part-time options. Curriculum is broken into three phases and is built to be hands-on and give you experience working with other developers. By the time you graduate, you'll

have used what you learned to produce a portfolio of projects you can show employers.

Gain the skills employers are looking for in automation, infrastructure, and Python. Students will be prepared for the AWS Certified Developer – Associate Certification, the AWS Certified Solutions Architect – Associate Certification, and the AWS Certified SysOps Administrator – Associate Certification.

Product Management is a growing field which pays very well and has a career path that creates a lot of room for individuals to grow and advance. The Product Management Bootcamp is an immersive, collaborative, cohort-based live-online bootcamp. The 24-week program consists of five parts: one 12-week essentials section, and four 3-week specialized sections. Over the first 12 weeks, students will build essential knowledge and skills grounded in the product life-cycle, market analysis, product planning, product analytics, creating a product strategy, working with and hiring teams, business fundamentals, and getting work as a product manager. Each of the five sections in the bootcamp culminates in solving an authentic problem that a real product manager working in an existing company faces. Upon completion, students will leave with a portfolio of work showcasing their product management abilities.



Join Our Team of Accomplished Practitioner Instructors!

DO YOU WANT TO TEACH AND DEVELOP KNOWLEDGE AND SKILLS IN OTHERS?

Professional and Continuing Education (PCE) is continually growing, expanding, and updating a wide variety of courses and programs of study. Last year alone, there were over 35,000 enrollments in over 400 courses. Many of those courses were new.

As part of a top ranked university, PCE hires instructors who are experienced practitioners that can develop and/or teach in a stimulating and participative learning environment for students. Being an instructor is a rewarding role for anyone that has knowledge and practical real-world experience. If you are currently an instructor or ready to become one as an expert in your field, contact us.

DISCUSS YOUR INTERESTS AND APPLY TO BE AN INSTRUCTOR OR SUBJECT MATTER EXPERT.

BUSINESS PROGRAMS

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