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 student’s 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 up 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.
Introduction to Project Management Integration, Scope and Stakeholder Management

**PRICE: $599 | 2 UNITS**

Learn how projects align with an organization’s programs and portfolios to achieve overall objectives. This course will provide students with a foundational perspective on Project Management. This overview course will explore specific concepts related to the 10 Knowledge Areas that support the application of project management knowledge, skills, tools and techniques. *Online Fixed-Date*

Real Estate Finance

**PRICE: $450 | 1 UNIT**

This course will give the student a working knowledge of the types of income properties with emphasis on underwriting the cash flows from each of the four main property types. It will also identify sources of capital and analyze the types of financing available in today’s commercial real estate markets. *Online Fixed-Date*

Project Management Schedule, Cost, and Risk Management

**PRICE: $599 | 2 UNITS**

This course serves as an introduction to project schedule, cost, and risk management knowledge areas. Students will learn to apply analytical perspectives to understand project inputs and outputs to construct proper project plans, as well as, reviewing available resources to leverage in constructing and keeping project plans on track. *Online Fixed-Date*

Introduction to Fundraising

**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*
FEATURED COURSES

Project Communication, Resource and Agile Management
PRICE: $599 | 2 UNITS
This course serves as an introduction to the Project Communication, Resource, and Agile Management frameworks. The successful outcome of a project team varies directly with the skills of the team leader. With a focus on the project management of Stakeholders, Project Resources and Communications, students learn to apply Agile Methodology to assess team health, resource allocation, and needs. Online Fixed-Date

Attracting and Retaining Volunteers
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

Project Quality, Procurement and Closure Protocols
PRICE: $599 | 2 UNITS
This course will provide teachers with a variety of resources and strategies to help manage their classrooms to promote student achievement. The focus will be on both effective prevention as well as intervention approaches. Examine well-managed classrooms where students know what is expected of them, materials are stimulating and accessible, and teaching methods are appropriate to the students’ learning styles and needs. Online Fixed-Date

Online Advertising
PRICE: $379 | 1 UNIT
Online advertising can lead to an increase in sales and leads if done correctly. In this course, you will learn the key elements and strategies behind successful online advertising as well as the best practices needed to implement a successful campaign. This course is practical and focuses on you being able to understand the benefits of creating and buying online advertising as well as implementing and running campaigns online. The objective of this course is for students to have a solid understanding of the different types of advertising and feel comfortable choosing the best options for their business. Online Fixed-Date

Property Management
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. Online Fixed-Date

Principles of SEO and Onsite Optimization
PRICE: $379 | 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

Overview of the Nonprofit Sector
PRICE: $299 | 1 UNIT
This 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. Online Fixed-Date
Developing Effective Nonprofit Boards
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

Building Your Brand and Website Foundation
PRICE: $379  | 1 UNIT
Today’s digital landscape is all about building connections through authentic means with multi-dimensional and generational beings. This course will assist students in developing brand awareness and improve online presence, reflect on what brand means to a company’s culture, learn how communicate effectively with web designers and developers. Online Fixed-Date

Data Visualization & Storytelling with Tableau
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

Introduction to Fermentation
PRICE: $679  | 2 UNITS
This introductory course focuses on fermentation science through the eyes of a beverage maker, the importance of yeast in the beverage-making process, and how it creates the flavor and form are explored. Participants will learn the fundamental principles of biology and culture of the grapevine, harvest and winemaking process. The raw ingredients associated with the brewing and distilling process are introduced. This course is designed for participants interested in Fermentation Management and for the beginning brewer, winemaker or spirits enthusiast. Online Fixed-Date

Web Analytics
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
Asana Project Management Certificate
This continuing education program is intended for those seeking to gain the knowledge and skills needed to prepare for project management roles. Based on the principles from the Project Management Body of Knowledge (PMBOK®) this program will assist students in building the foundational skills needed to be successful in a project management role. This course will prepare students take the certification exam for Certified Associate in Project Management (CAPM)®.

Construction Project Management Certificate
This continuing education program focuses on project management methodologies and their impact on construction projects; it was developed to prepare construction professionals with the knowledge and skills needed to lead successful projects.

Dare to Lead™ Leadership Program
This continuing education program is facilitated by leadership development expert Dr. Lorri Sulpizio, director of the University of San Diego’s Conscious Leadership Academy and CEO of the Lotus Leadership Institute. Participants learn to strengthen their leadership capacity by moving from what Dr. Brown calls “armored leadership” to “daring leadership” in any industry or setting.

Happiness Studies for Business Professionals Certificate
This continuing education program will provide business professionals with the skills and tools needed to become happier, and to facilitate others in becoming happier. This is the first and only program of its kind that explores happiness through the lens of different disciplines. The program provides the knowledge and tools to generate happiness on the individual, interpersonal, organizational, and national level.

Facebook Digital Marketing Certificate
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.

Nonprofit Management Certificate
This continuing education 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.

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

Real Estate Finance, Investments and Development Certificate
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.

Unity Immersive Design Certificate
This continuing education program is intended for those interested in starting a career in VR/AR Design Visualization or Immersive Design. Intended to build foundational skills needed to create immersive VR experiences and AR applications for real world use cases.
Data Analytics and Visualization Certificate
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.

Salesforce Administrator Career Certificate
This program will prepare students with hands-on experience using Salesforce systems used across various business settings. Students will explore business processes in sales, the sales cycle, and Salesforce as a customer relationship management (CRM) platform.

Strategic Online Marketing Certificate
This continuing education program will provide practical digital marketing skills you can use to grow your own business, position yourself for digital marketing jobs, position yourself for lucrative freelance/consulting work. Plus, students will learn search engine optimization (SEO) and content marketing strategies to generate website traffic and engage visitors with their offerings.
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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