



Perfect Your Resume & Get Noticed!

Sonya Lee – President of Mowie Media, Inc.

Hostess: Kara Sullivan

March 2, 2016



Welcome to the 4th session of the *Preparing for Your Career* webinar series!

- Use the Q and A panel to ask questions.
- Use the Chat panel to communicate with attendees and panelists.
- A link to a recording of the session will be sent to all registered attendees.
- Please take the feedback survey at the end of the webinar.





Introduction & Overview

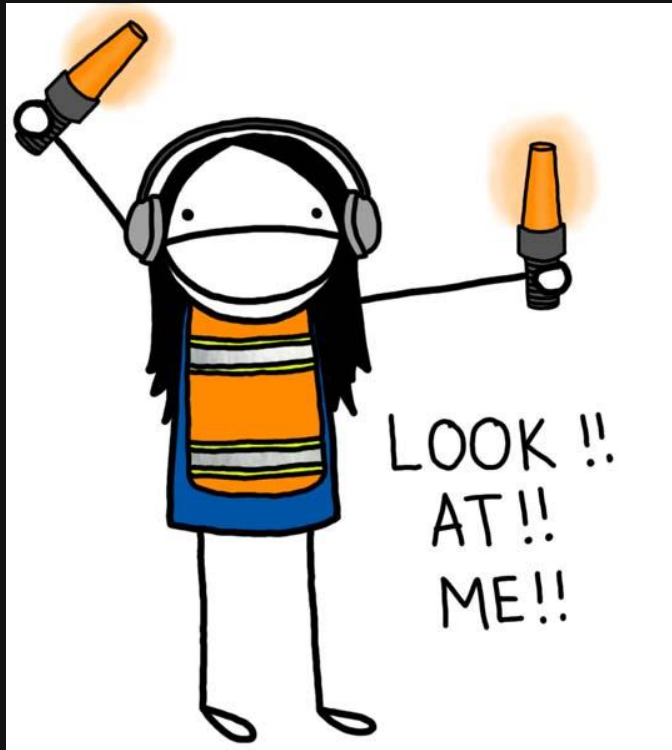


Sonya Lee, President of Mowie Media

- Launched Mowie Media in 2006
- Works with in IT field with startups, entertainment studios and corporations
- Specializes in Product Development – UX & Creative
- Founded non-profit animal rescue group
- Works closely with entrepreneurs
- Responsible for building teams
- Public speaker (General Assembly, USC)



Resume, huh? It's not just a brag sheet.



“It’s not bragging if you can back it up.”

Muhammad Ali

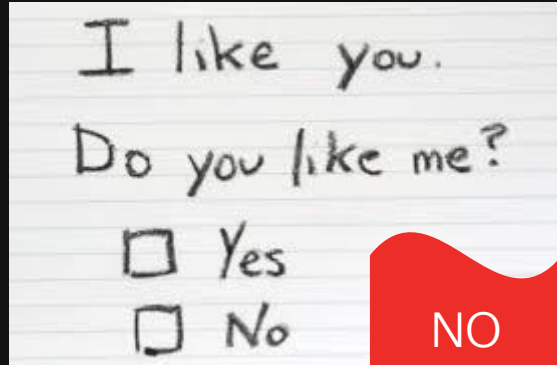
LOVETHISPIC.COM

- Not an autobiography
 - Does not guarantee a job offer
 - Is a job search tool
 - Not to please your parents, friends
 - **Not about your personality**
- The purpose of a resume is to provide a summary of your education, skills, abilities and accomplishments. It is a quick advertisement of who you are so hiring managers can get a sense of whether you'd be a good match for a position.

Coverletter, who reads them? Everyone!



NO



NO



YES

A cover letter provides detailed information on why you are qualified for the job you are applying for. It provides additional information on your skills and experience.

Types of cover letters

- Prospecting
- Application
- Networking

What goes in a cover letter?

1. Details your interest in the company or organization itself
2. Shows written communication skills, spelling and grammar
3. Highlights the contribution you can make to the company
4. Communicates your career plan and vision

When writing it, be sure to:

- Be familiar with the company's branding (spelling, taglines, competitors, market, product)
- Don't regurgitate your resume on your cover letter
- Do get someone to review your document
- Show a different perspective on your strengths & weaknesses
- Don't oversell or undersell yourself



Job vs. Career.



A **Job** is work for pay. Can mean short term success, learn new skills and income.

A **Career** is a lifelong path where your education, goals, vision, interests intersect. Means long-term success and continued learning. Deepens values and sense of purpose.

Finding the right career

Research your options, realize your strengths, acquire new skills and have the courage to be curious.

- Passion or profits?
- What do you love doing?
- What inspires you?
- What is your purpose?
- Long term goals?
- Where do you want to be in 5-10 years?



My right career: Mowie Media

Web designer in entertainment. Loved solving problems, skilled in visual creativity, Photoshop & organizing people, projects and things.

- Love innovation, creativity and helping others
- Embrace creativity and problems solving.
- Chose a path that combined passion + profits as a UX expert & product strategist
- Make a change in the world and growing personally
- I see myself constantly learning and sharing my knowledge.



Crafting Your Resumé



Tailoring your Resumé

Customize the resume for the intended:

- Corporation
- Small business
- Startup
- Internship

Make it relevant by updating:

- Work Experience
- Revamp your supporting bullet points
- Communicate skills that may be needed in that environment

Financial Analyst And Auditor
PATRICK HLOOM

Phone: (232) 456 78 99 | Email: info@hloom.com
Website: www.hloom.com
Address: 3234 Park Avenue, Redwood City, CA 94061

Objective
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Skills

Skill Category Name
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Yet Another Category
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Quisqueellisunttempor

Work Experience

DIRECTOR OF SALES & M

- Efficiently analyze market con
- Effectively evaluate exper
- Objectively integrate a strateg
- Facilitate the development of

GENERAL ADMINISTRATO

- Uniquely motivate accessibili
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- Uniquely enable accurate out

GENERAL MANAGER & AI

- Daily communicate available
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SENIOR PROJECT MANAG

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Education

POST GRADUATE PROGR

- Specialization: Human Resou

James Donnelly
New York, New York
james.donnelly@gmail.com

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci

Work Experience

Timothy, Lancaster,
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Blake County Associ
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Special Skills

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- Ut wisi enim ad r

James D

TRACY MORRIS

13 Main Street • Santa Clara, California 95050
trmorris@myap.com • (408) 555-0045 • (408) 225-0804

SENIOR SALES MANAGER

Strategic Sales Planning • Relationship Management • Market Expansion

Dynamic, results-driven sales strategist with a 10+ year record of achievement and demonstrated success driving multi-million-dollar revenue growth while providing visionary sales leadership in highly competitive markets. Solid track record securing key clients and increasing product distribution to grow market share. Focused on building new business, securing customer loyalty, and forging strong relationships with external business partners. Exceptional mentor and coach, combine business acumen with innate leadership abilities to recruit, train, and retain top-performing sales teams.

Key strengths and competencies:

• High-Impact Sales Presentations	• Multi-million-dollar Negotiations
• Territory Growth Management	• Budget Administration / P&L Management
• New Product Launch	• Recruiting and Staffing Initiatives
• Strategic Market Positioning	• Staff Development Programs
• Needs Assessment & Product Education	• Team Leadership, Coaching, and Mentoring

PROFESSIONAL EXPERIENCE

SYSTEMS CORPORATION, Santa Clara, California
Director, North American Sales (2004 to Present)

Oversee corporate sales division with eight district offices for leading provider in data storage and automation with 1500 employees and annual revenue exceeding \$100 million.

Direct sales and business development functions, including new product rollouts, key account management, customer relationship development, contract negotiations, and order fulfillment. Manage P&L and budget responsibilities. Conduct cross-functional team training, coaching, and mentoring. Lead district sales managers and marketing associates located throughout the U.S. and Canada. Design, implement, and adjust various sales plans and programs for data storage products, with a focus on building better distributor channel and focusing demand in the Fortune 500 sector.

Selected Achievements:

- Instrumental in complete turnaround of under-performing sales teams and higher expectations and instituted individual accountability resulting in **40% net new sales increase** over three years.
- Net or exceeded all quotas throughout tenure; averaged more than **\$57 million in annual sales** in North America and earned multiple company awards in recognition of performance.
- Consistently developed strong, sustainable relationships with VAR partners and executive decision makers of Fortune 500 client companies.

Direct Storage, Inc., Chicago, Illinois
Midwest Sales Director (1999 to 2004)

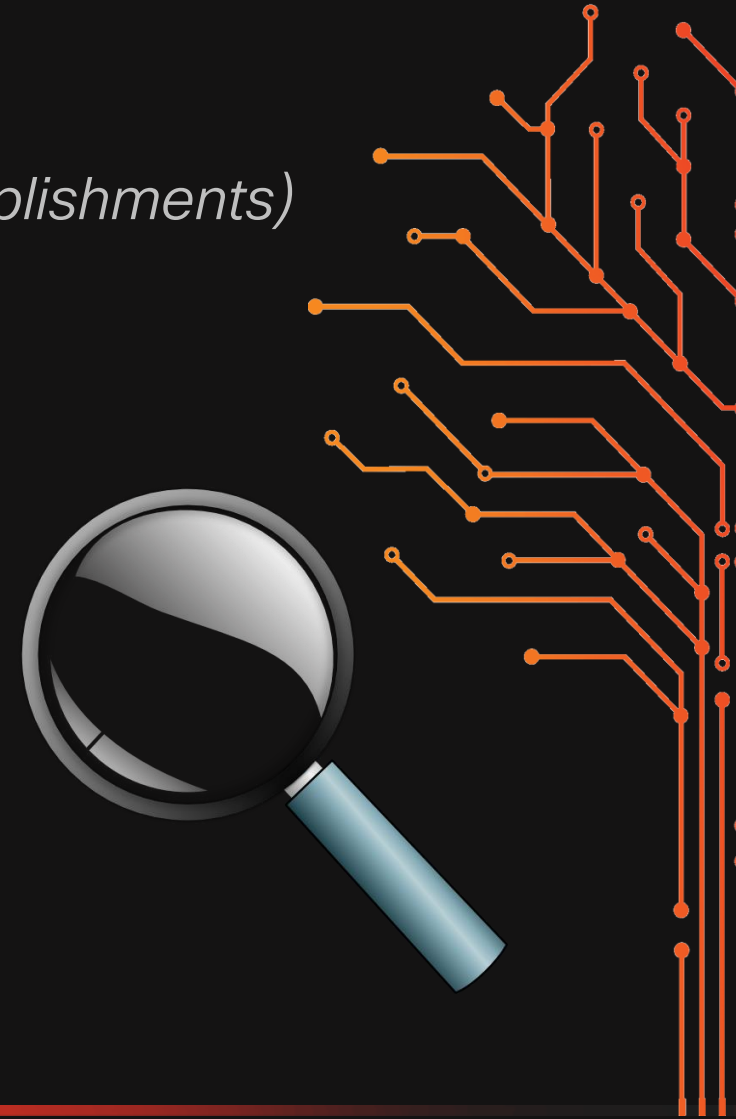
Respected to build and develop top-producing sales team and manage 13-state territory for computer distributor with \$110 million in annual sales.

Managed region comprised of 48 franchisees and independent resellers, with combined total annual sales exceeding \$22 million. Developed and implemented strategic plans to market franchisees and persuade resellers to purchase products from company's distributor network. Accomplished for channel and end-

...continue...

What employers look for in a resumé

- Who you are (*Name, contact info objective experience, accomplishments*)
- What you have done (*Job history, length, professionalism*)
- What you can do (*Can you spell? Skills? Associations?*)
- Who you want to be (*Career choices, commitment to roles*)
- Employer will spend an average of 15-20 seconds reviewing it
- Demonstration that you are the best candidate for the position
- Relevant experience and evidence of achievements
- Grammatical or spelling mistakes



Basic styles of a resume

Chronological (*Lists most recent position first*)

Functional (*Focuses on skills & experience, good for changing careers or filling gaps in employment*)

Combination (*Lists skills and experience first*)

What to list?

- Degrees, majors & minors
- Academic awards, honors, recognition & education
- Class & team projects
- Certifications, seminars, study-abroad experiences and special training

RENEE C. CALDWELL

6500 RIVERSIDE DRIVE, APT. 422

WASHINGTON, DC 20010

R.CALDWELL@XXX.COM

202-555-5594

OBJECTIVE

Administrative Assistant

EDUCATION

Jefferson City College, Washington, DC

A.A. Office Administration and Technology

Date of Graduation: June 2003

SKILLS

Knowledge of Word, Access, and Excel

Familiar with GELCO accounting program

Typing speed of 65 words per minute

Excellent written and oral communication skills

EXPERIENCE

Adley Manufacturing, Washington, DC

Administrative Assistant/Receptionist

June 2003 to Present

Manage switchboard and front desk for midsize manufacturing firm.

Duties include greeting clients, answering and routing all incoming calls, and producing correspondence.

REFERENCES

Submitted on request

Tips for a resume

- Email Address
 - *Use a professional email such as Sam.Smith@gmail.com*
 - *Not letsgetjiggy@gmail.com, sizzlingsummer@hotmail.com, hotmama555@yahoo.com*
- Accomplishments & Career Progression
 - *Identify accomplishments unique to you not just job generic descriptions. Be accurate.*
- Education
 - *List your current studies, major and minor. List GPA over 3.0*
- Copy proofing *Check for spelling & grammatical errors*
- Formatting *Check to make sure that it's easy to read and digest. One page works best!*
- Action Verbs *<http://career.opcd.wfu.edu/files/2011/05/Action-Verbs-for-Resumes.pdf>*



Tips for a resume


- Don't center everything
- Don't use too much white space
- Don't use the same type weight or size
- Include your name & contact information
- Be concise and clear with your objective & bullet points
- Be consistent with punctuation
- Make sure margins are not too small
- Don't use Papyrus or Comic Sans!

Welcome to the

6-Second Resume Challenge

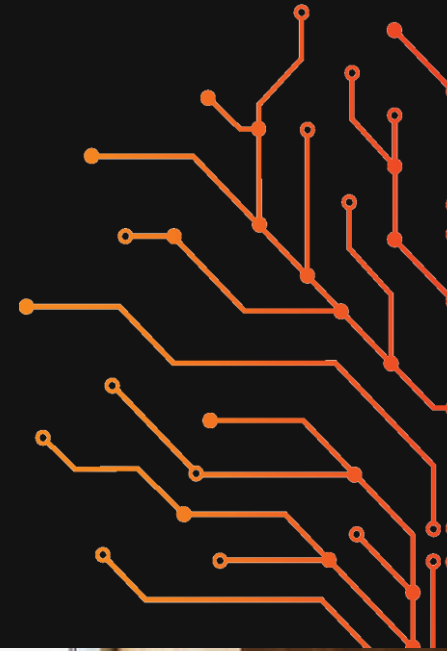
According to one famous study, hiring managers only take an average of **six seconds** to decide whether to **keep** or **trash** your resume.

Does that seem possible?
Let's test it out!



The illustration shows a hand holding a resume on the left, a green rounded button with the word 'START' in white in the center, and a green alarm clock on the right. The entire graphic is set against a white background with a light green dot pattern.

The Application




What to do before you apply

- Be pro-active
- Research the company
- Know what they're looking for
- Be prepared to answer relevant industry questions
- Have personal references handy
- Proof of work status
- Understand the job position you're applying for
- Check your personal brand and online presence!



What to do after


- Determine best method for follow-up
- Always make time to follow up no matter how busy you are
- Create a job log to keep a record of your job search & follow up
- Continue to follow up regularly, but don't over do it
- Be available to answer calls or emails, consider developing a script
- Make notes or create an outline of what you'd like to say (new accomplishments, training or awards)
- Know when you're ready to start
- Be prepared for a short screening phone interview
- Thank the hiring manager for taking his/her time and ask about next steps.



“Small details make perfection, but perfection is no small detail.”

∞ Michelangelo

Really Bad Examples



Klaudia Petrovna
superdesinger

SKILLS

- ★★★★★
- ★★★★★
- ★★★★★
- ★★★★★
- ★★★★★
- ★★★★★
- ★★★★★
- ★★★★★

CONTACTS

- +222 (123)123-45-56
- +222 (123)123-45-56
- mail@mail.mail
- MySkype
- http://vk.com/megadesinger
- http://facebook.com/superdesinger
- http://ok.ru/superdesinger
- http://twitter.com/superdesinger

**THOMAS A. EDISON,
LIGHTING DESIGNER
1883 4TH STREET #2B
MENLO PARK, NJ 07305
(201) 555-6917**

PROFESSIONAL EXPERIENCE:

2002-03 SEASON: RESIDENT LIGHTING DESIGNER,
FLORIDA TEENY TINY THEATER (SARASOTA, FL)

2000-01 AND 2001-02 SEASONS: RESIDENT LIGHTING DESIGNER,
TERMITE STAGE COMPANY (WESTCHESTER COUNTY, NY)

DATE	THEATER	PRODUCTION	DIRECTOR
9/01	TERMITE STAGE	KILLING TIME	G. MARCONI
11/01	TERMITE STAGE	THE COUNTRY GIRL	J. GUTENBERG
8/02	THEATRE PLAY	BEAUTY AND THE BEEPS	JAMES WATT

Wellesley st. Apt number
[REDACTED]
Phone [REDACTED]

To Whom It May Concern:

Resume is something for appeal myself, Let's have a appeal time!
My big reason of come to Canada, Europe, North and South America travel.

So I apply to your shop! I am not a good English user. But when I was in korea, everybody call me 'Ace, you are a best!' at Factory, hotel, farm, restaurant, mart.

Especially, I love always smile working environment, too short time I worked custom service but It is best work in my life and I want to feel again.

By the way, I worked server and kitchen help in the Canada. I am always good when I am working, please feel me.

I have brave fight to wild bear.

I have strong arm lift to wild bear.

I am so fast more than train.

I can work without pay right now! I do not care, when will you pay me. Please pay me after you think I have Qualification for get a pay.

Sincerely, Thank you for your time and consideration.

[REDACTED]



cargocollective.com/blackphant
 twitter.com/anamlourenco
 behance.net/blackphant
 blackphant.tumblr.com

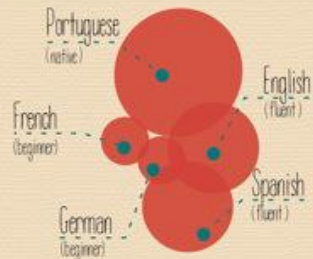
analourenco.25@gmail.com
 (+351) 914 069 069
 Oporto - Portugal
 25 July 1991



CREATIVE FIELDS



LANGUAGES



I'm passionate with Arts & Design. I'm organized and I love try new things and improve my skills. I've no problems with travelling or team working.



TECHNICAL SKILLS

Illustrator	●●●●●●●●	Premiere	●●●●●●●●	Tablet	●●●●●●●●
Photoshop	●●●●●●●●	3ds Max	●●●●●●●●	Macintosh	●●●●●●●●
Indesign	●●●●●●●●	Cinema 4d	●●●●●●●●	Windows	●●●●●●●●
Flash	●●●●●●●●	After effects	●●●●●●●●		
Dreamweaver	●●●●●●●●	Soundbooth	●●●●●●●●		

CURRICULUM VITAE

JOHN DOE

✗ 4 September 2012

✗ Don't date your CV!

✗ Don't include pics!



PERSONAL DETAILS

✗ Font too fancy!!

✗

Gender: Male
 Mobile: 0822519024
 BB pin: 65Y48FT9
 Email: hotbody@gmail.com ✗ hotbody?
 Pets: 3 Dogs ✗ so what?
 Medical: Diabetic ✗ No relevance

TERTIARY EDUCATION

2008 to date: University of Cape Town, Cape Town ✗ Spelling Errors??!!
 Degree: Bachelor of Business Science (B. Bus. Sci)
 Major: Marketing

WORK EXPERIENCE

I did a large amount of advertising work for company Cupid between 2007 and 2010. I left there because my boss sucked. ✗
 Reference: Harry Sparrington (Manager)
 0846987541

✗ No Bad mouthing allowed!

SKILLS & COMPETENCIES

✗ Can drive far distances ✗ Random!



Gillian Jones

24 Beech Road, Blaby, Leicester LE8 7GX
 Mobile: 0776324716
 E-mail: g.jones@leics.ac.uk

Career Objective

Forward-thinking and confident media graduate with well-honed communication skills and proven ability to build relationships, seeking an entry-level position in public relations.

Education

- 2008 - 2011 **2:1 class BA Communications, Media and Society**, University of Leicester
 Relevant modules include: Advertising, Culture and Communication, Media Audiences, The Media in Britain, Media, Identity and the Popular, New Media and the Wired World, Analysing Communication Processes
- 2004 - 2008 Trinity Upper School, Nottingham
A Levels - English (A), Sociology (A), Psychology (B)
GCSEs - 11 GCSEs, grades A* - C including English and Mathematics

Relevant Work Experience

- Summer 2010 **Internship**, Hopwood PR Agency, Leicester
 - Tasked with writing press releases, speaking to journalists on the telephone, organising photo shoots.
 - Managed agency's Facebook and Twitter accounts and posted content on the website blog.
 - Supported Agency Deputy Director in a project on behalf of a national client to help produce publicity materials and initiate a social media campaign.
 - Gained insight into what skills are needed to establish a successful PR career by talking to staff.
- 2009 - 2010 **Features Writer**, The Ripple, University of Leicester
 - Conducted research for articles and wrote pieces to reflect some of the typical issues and concerns facing students at university.
 - Carried out proof-reading and presented ideas to the editorial team for forthcoming editions.
 - Required effective time management skills in order to meet tight deadlines.
- 2010 - 2011 **Bar Staff**, The Watering Hole, Leicester
 - Popular drinking venue within central city location, constantly interacting with customers during peak periods.
 - Entrusted with responsibility of cashing up not long after starting employment, making sure that the tills balanced and takings were correct.
 - Demonstrates capability to work in a fast-paced environment faced with competing demands.
- 2008 - 2010 **Sales Adviser**, K Shoes, Nottingham
 - Worked as part of a team to help achieve set monthly targets which consistently delivered on, earning our team best sales team in regional area.
 - Advised and assisted customers, recommended products and new stock, maintaining a friendly yet efficient service.
 - Took charge of running of shop floor and supervising other junior sales assistants, delegating tasks when shop manager was redeployed to other stores.

Helen Shaw

43 Black Lane, Brighton,
 East Sussex, BN23 4NJ.
 Telephone: (07700) 900999
 Email: Helen.Shaw@aaimail.com

PROFILE:

A highly motivated and enthusiastic graduate with a good knowledge of the alternative Indie and Rock scene. Excellent exposure to the dynamic music industry and the various methods labels use to promote music / bands / artists, including innovative new methods of promotion that reach a wide audience at minimal cost. Able to use own initiative and work as part of a team under pressure to meet challenging deadlines / objectives. First-class communication and organisational skills with the will and determination needed to succeed.

MAJOR ACHIEVEMENTS:

- ♦ Successfully promoted the Warner Music label and its alternative Indie / Rock bands and artists at large and small venues in the South East and at major UK festivals, which included both V and the Reading Festival, plus the NME Tour.
- ♦ Publicised new bands / artists and headline acts, including The Streets, The Killers, Futureheads, Bloc Party and the Ordinary Boys.
- ♦ Earned promotion to Brighton Rep for Warner Music and Wild UK, managed tour cover, identified suitable venues for album launches based on the target audience, and distributed new releases to local bars / shops / cafes and obtained feedback.
- ♦ Reviewed gigs, albums and singles for the University of Sussex student newspaper and produced articles for Joyzine an online music website, which included both reviews and interviews.
- ♦ Shadowed a Warner Music Street Team Co-ordinator at the London HQ, and was responsible for recruiting members of the street teams to cover bands touring in the UK and produced detailed instructions on how to provide tour cover.

EDUCATION / QUALIFICATIONS:

BA (Hons) 2:1 in Geography, University of Sussex, Brighton, Oct 2006 – June 2009

- ♦ Studied a broad range of courses in the School of Social Sciences and Cultural Studies, alongside the major Human Geography courses. Developed an ability to undertake self-managed studies, planning and organising time effectively to meet deadlines. Learnt to promote own point of view in a range of different environments.

4 A-Levels, St Vincent College, Gosport, Hants (all taken June 2005)

- | | |
|-----------------------|-----------------------------|
| ♦ General Studies [A] | ♦ Environmental Science [B] |
| ♦ Geography [B] | ♦ Biology [B] |

9 GCSEs, Brookfield School, Southampton, Hants (all taken June 2003)

- | | |
|--------------------------|--------------------------------------|
| ♦ English Language [A*] | ♦ Physical Education [A*] |
| ♦ Double Science [A, A] | ♦ Geography [A] |
| ♦ German [A] | ♦ Maths [B] |
| ♦ English Literature [B] | ♦ Resistant Materials Technology [C] |

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LEO ROCKWALD

1 Main Street, New Cityland, CA 91010 | C: (555) 322-7337 | example-email@example.com

SUMMARY

Goal-oriented Nutritionist and wellness professional focused on conducting detailed nutrition consultations and creating personalized meal plans to meet the needs of each client. High-achieving professional with advanced knowledge of human anatomy and physiology.

HIGHLIGHTS

- Healthy cuisine expert
- Advocate for organic foods
- Gluten and dairy free diets
- Vegetarian health expert
- Meal planning
- One-on-one consultations
- Recipe development
- Total wellness focus
- Exercise
- Screenings

EXPERIENCE

- 09/2008 to Current Nutritionist Canyon Villa Spa - Phoenix, CA**
- Instruct clients in proper meal preparations and diet therapies.
 - Educate clients about the long term health benefits of balanced diets and exercise programs.
 - Create new recipes based on local, organic, and sustainable food sources.
 - Promote low fat and low sodium diets to support client health.
 - Design marketing materials to solicit new business.
 - Work one-on-one with clients and in groups on nutrition improvements.
 - Establish and maintain thorough nutritional records and information.
- 03/2005 to 08/2008 Nutritionist Red Desert Retreat - Phoenix, AZ**
- Analyzed clients' eating habits and outlined areas for improvement.
 - Developed goal plans with ideal life changes to support wellness.
 - Built meal plans and gave specific recipe and shopping advice.
 - Continually met with clients to assess progress and adjust plans.
 - Held nutrition workshops to support client progress and introduce new

STEVEN STEVENSON



www.misterstevenson.com

23 Warton Road (44) 772 555 321
Newham, London E15 UK

» EMPLOYMENT

- June 2007-present Senior Web Designer**
Friendlyleopard.com
Was responsible for the CSS/HTML and the coordination of marketing materials for this social media site where people discuss their unusual pets.
- 2006-present Freelance**
- Blue Duck Recruit (www.blueduckrecruit.com)
Designed the identity, business card, website, and crafted the user experience.
 - Evildog.com (www.evildog.com)
Designed the identity, business card, website and developed the HTML/CSS.

» PROFESSIONAL SKILLS

- Photoshop
Illustrator
InDesign
Flash (Actionscript)
CSS/HTML
Flexbuilder
Javascript (jQuery)
- Integration**
- Ruby on Rails
Flex 3
PHP (Wordpress)

April 2006 – June 2007

MOLLY NIX

WWW.MOLLYNIX.COM

MOLLYNIX@GMAIL.COM
123.456.7890

123 FAKE ADDRESS LANE
FAKETOWN, AB 12345

EDUCATION CARNegie MELLON UNIVERSITY

Master of Human-Computer Interaction
Expected Graduation: December 2011

BFA Communication Design with
2nd major Human-Computer Interaction
Graduated May 2011
GPA 3.87 / 4.00

SKILLS

- DESIGN**
Research, Synthesis,
Prototyping and Evaluation
Typography
Digital Photography
- SOFTWARE**
Flash | Photoshop
Illustrator | InDesign
AfterEffects | Fireworks
- PROGRAMMING**
HTML / CSS | ActionScript 3.0
Java | Familiarity with
JavaScript and PHP

EXPERIENCE

GOOGLE | YouTube User Experience Design Intern
MAY 2010 – AUGUST 2010 | SAN BRUNO, CA
Worked closely with YouTube designers, engineers, and project managers to design new features for video content creators and curators in the upload and management experience.

CARNegie MELLON HCII | Interaction Designer
JANUARY 2010 – MAY 2010 | PITTSBURGH, PA
Working with existing research and a group of students, designed a crowdsourced transit data system iPhone app for Pittsburgh buses called Tiramisu. Available in Apple App Store.

YAHOO! | Visual Design Intern
MAY 2009 – AUGUST 2009 | SUNNYVALE, CA
Created and modified visualizations for the Yahoo! Developer network products, including the Social APIs, Yahoo! Application Platform and Yahoo! Query Language workflows, as well as other design needs for the team.

TANK DESIGN | Design Intern
MAY 2008 – AUGUST 2008 | CAMBRIDGE, MA
Worked on a variety of projects from user experience web design for eCommerce and eTravel applications to print advertisements. My web design mock-up was selected by International Paper for the new corporate website redesign. Other project clients worked with included Puma, FedEx, Girl Scouts, TAMCO, Mediaspectrum, and VentureOn.

FREELANCE DESIGN & PHOTOGRAPHY
MAY 2005 – PRESENT
Design websites and print materials for clients ranging from small online merchants to event planners. Photograph social and community events including weddings, town celebrations, and bar mitzvahs, as well as senior portraits, theatrical headshots, and sports events.

ACTIVITIES

Adobe Student Representative for Carnegie Mellon
T.A. of Digital Imaging & Communication Design Fundamentals
Student Advisory Committee | HCI & Design Departments
School of Design Computer Lab | Computer Consultant
Undergrad Research Organization | Designer
American Institute of Graphic Arts | Student Member

HONORS

Phi Beta Kappa Society, initiated 2011
Graduated with College and University Honors, 2011
Carnegie Mellon Ihrig-Lawler Memorial Scholarship, 2011
Carnegie Mellon School of Design Merit Award, 2008
Carnegie Mellon Dean's List, 2008-2011
William W. Anderson Scholarship Recipient, 2007

Links:

6 second resume challenge <https://resumegenius.com/6-second-resume-challenge>

Action Verbs <http://career.opcd.wfu.edu/files/2011/05/Action-Verbs-for-Resumes.pdf>

LinkedIn <http://www.linkedin.com>

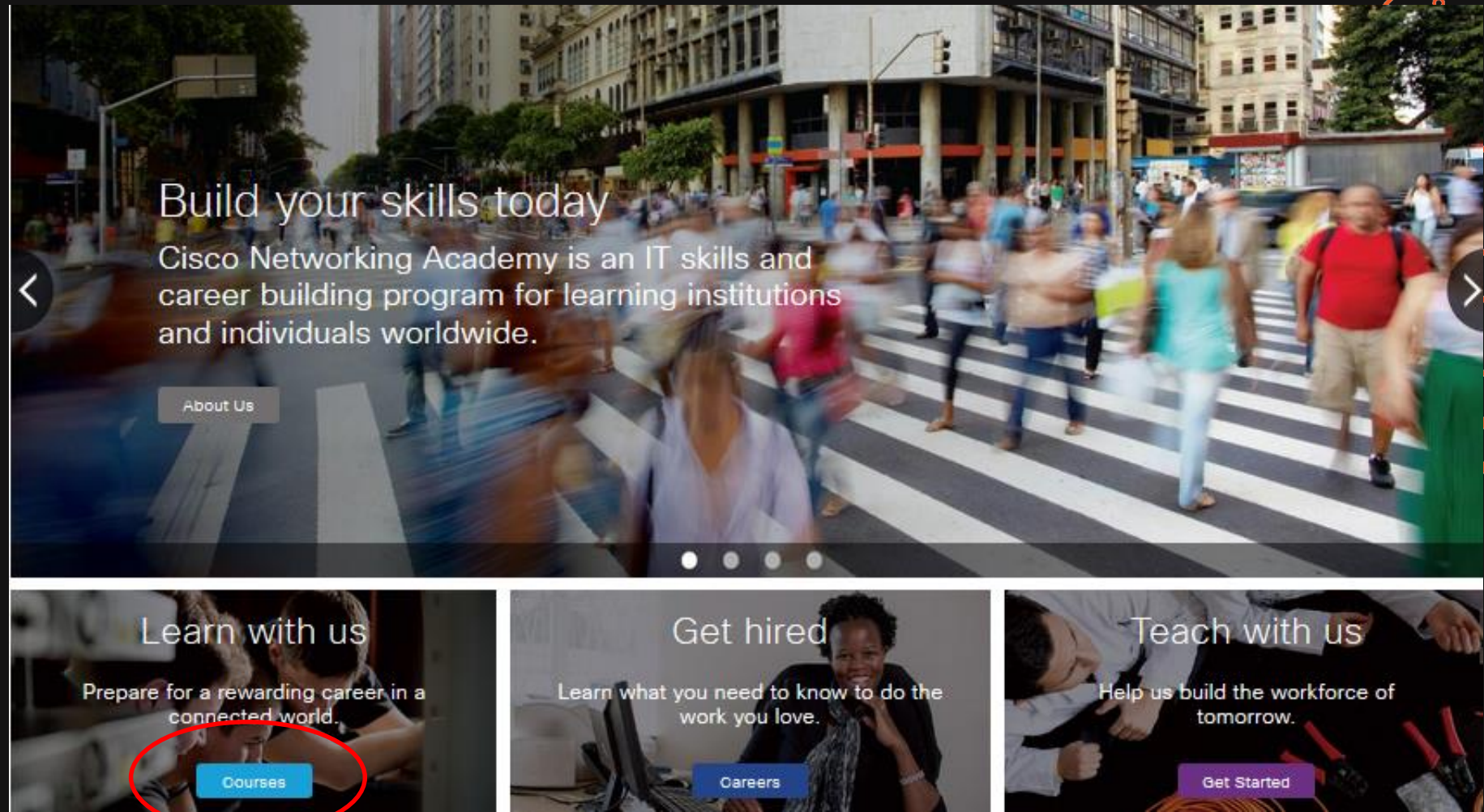
Resume Basics <https://www.netacadadvantage.com/resume-basics>

Q&A



Join Cisco Networking Academy

- Go to netacad.com
- Click *Learn with Us*
- karsulli@cisco.com



Build your skills today

Cisco Networking Academy is an IT skills and career building program for learning institutions and individuals worldwide.

About Us

Learn with us

Prepare for a rewarding career in a connected world.

Courses

Get hired

Learn what you need to know to do the work you love.

Careers

Teach with us

Help us build the workforce of tomorrow.

Get Started