

COMMUNITY & CONTINUING EDUCATION

ONLINE LEARNING

Morton College offers a variety of non-credit online courses for career and personal development as a part of Community and Continuing Education programming. Every online course includes an expert instructor. All can be taken from the convenience of your home or office.

CAREER TRAINING COURSES: careertraining.ed2go.com/morton

Clinical Dental Assistant

In this course, you will learn about anatomy, physiology, preventive dentistry, patient care and communication, radiology, pharmacology, anesthesia, assisting in specialty practices and employment strategies. You will have the opportunity to apply for an externship, where you will get real-life clinical assistant experience.

CCA Medical Billing and Coding

CCA Medical Billing and Coding will prepare you for an entry-level career within the healthcare industry. You'll learn current medical coding standards, to help you accurately track patient accounts and find gainful employment within this growing workforce sector.

Human Resources Professional

This course explores the foundational aspects of HR, including human resource laws, hiring disciplines, and labor relations. You will learn industry-recognized practices that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM).

Web Design Professional

This course will teach you foundational web design skills. You will first learn best practices for the technologies that drive web functionality: HTML, CSS, and JavaScript. You will then learn Creating, Styling, and Validating Forms, and take a deep dive into Bootstrapping to further your knowledge of web development. Finally, you will learn how to use the tools of the trade: Adobe Photoshop, Dreamweaver, and Animate.

Electrical Technician

If you're looking for a stable career that is important in the everyday lives of people around you, this course could be just right for you. The course provides an intensive overview of the skills necessary for electrical maintenance, including math, inspection, safety, quality, electrical systems, automation, motor controls, and assembly.

Maintenance Technician

This online Maintenance Technician course is an intensive overview of skills necessary for manufacturing maintenance from the basic principles of power transfer and rigging safety to PLCs and robotics that will provide you with the knowledge and skills you need to begin a successful career.

Home Inspection Certificate

The Home Inspection Certificate Course covers the principal components, procedures, and processes of home inspection. This course has also been approved by the American Society of Home Inspectors (ASHI) and various home inspector organizations and regulatory boards for membership renewal credits or continuing education credits.



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Freight Broker/Agent Training

Written by freight brokerage specialists, this freight broker course will provide you with the knowledge and resources needed to break into the shipping industry. From transportation law, contracts, and insurance, to setting up and running your own business.

FUNDAMENTAL COURSES: www.ed2go.com/morton

Project Management

Prepare for the Project Management Institute's Project Management Professional (PMP) certification exam. This course will help you master the content in the first seven chapters of the PMBOK Guide and discover tips and techniques related to questions you with experience on the actual PMP exam.

Accounting Fundamentals

Gain a solid foundation of accounting with hands-on experience. This course will provide you the essentials of double-entry bookkeeping as you learn to properly analyze and record receivables, payables, payroll, taxes and common banking activities within professional accounting documents.

Medical Terminology: A Word Association Approach

If you have ever had trouble memorizing medical terms, this course (and word association approach) is for you. You will learn medical terminology from an anatomical approach with the origin, a combined form, and an example of non-medical everyday usage provided for each root term.

Discover Sign Language

Gain confidence in your ability to sign with the Deaf community. This course immerses you in silence to help you gain an understanding of the perspective of the hearing impaired and uses videos to demonstrate not only how to make signs, but how to communicate with facial expression.

QuickBooks 2017 Series

Learn to manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small- to mid-sized-business owner who needs a fully functional accounting system that is also easy to use.

Registration: online at careertraining.ed2go.com/morton and www.ed2go.com/morton. Type the course name in the search window. Click on the course title and select Enroll Now.

For more information and course details contact: Irina Cline, Director of Community and Continuing education, at irina.cline@morton.edu or continuing.education@morton.edu

Several new courses launch every month!

Visit our website careertraining.ed2go.com/morton and ed2go.com/morton to browse the entire catalog.

