



**KnowledgeCity®**  
Online Video Training

# CONTENT TO SUPPORT CAREER AND EDUCATION GOALS



The KnowledgeCity® Learning Library is a robust collection of courses designed to increase the knowledge and skills of all users, regardless of age, education, or ability.

Our Learning Library has courses taught by college professors and certified subject matter experts in areas of Business Skills, Computer Software, Safety, Compliance, and Finance.

KnowledgeCity's platform is designed to enhance your community's access to online learning.

## **Learning is Discovery. Use the KnowledgeCity® Learning Library to:**

### **Develop New Workplace Skills**

Whether you are new to the workforce, looking to advance in your career, or are ready to make a career change our courses can help you learn the skills employers are looking for: *Management, Leadership, Communication, Teamwork, Critical Thinking, and more.*

### **Stay Up-to-Date with Technology**

With Technology constantly evolving, KnowledgeCity® will provide you with the tools needed to stay up-to-date with the latest software such as: *Microsoft Office Suite, Adobe Creative Cloud, Operating Systems, Social Media, and more.*

### **Personal Development**

Perfect for lifelong learners who want to make personal improvements, our courses are designed to address common problems: *Conquering Procrastination, Taking Initiative, Time Management, Public Speaking, Finding Work-Life Balance, and more.*



### Business Courses

Management, Leadership, Communication Skills, Career Development, Sales, Marketing, Human Resources, Accounting, Soft Skills, Team Building, Customer Service, Project Management, Business Planning, Business Ethics



### Computer Courses

Microsoft Office 2016, Microsoft Office 2013, Microsoft Office 2010, Operating Systems, Adobe Creative Cloud, Adobe CS5, Apple, Computer Basics, Accounting Software, Engineering Software, Computer Programming, Social Media



### Safety Courses

Workplace Physical Safety, Workplace Area Safety, Workplace Equipment Safety, Social Safety, General Safety, Sexual Harassment Prevention, Industrial Physical Safety, Industrial Area Safety, Industrial Materials Safety, Industrial Equipment Safety, Safety Administration



### Compliance Courses

Sexual Harassment Prevention, HIPAA Rules and Compliance, Bloodborne Pathogens, Hazard Communication, Workplace Safety, Federal Laws and Regulations, Prevent Discrimination and Embrace Diversity, Reporting Child Abuse: Mandated Reporters



### Finance Courses

Treasury Management, Regulatory & Compliance, Fraud Prevention, Teller Courses, Risk Management, Trade Finance, Retail Banking, Accounting Principles, Finance and Investing, FATCA Basics, FATCA Compliance

## About KnowledgeCity®

KnowledgeCity's mission is to bring quality training to every community. We want your community to thrive and are committed to supporting your library by delivering the content, tools, and services necessary to support your library users.

KnowledgeCity® has an LMS of over 12,000 video tutorials in Business Skills, Computer Software, Safety, Compliance, and Finance to serve the educational and career enhancement needs of your community.

## Partnership



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**20% DISCOUNT AVAILABLE TO IHLS MEMBERS**

Contact Brian McGinnis to discuss the options that align with your organization's goals.

**Brian McGinnis**  
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