

# Blackbaud Learn<sup>®</sup> for The Raiser's Edge<sup>®</sup>

Annual training subscription



Training is everything. A well-trained staff is more productive, efficient, happy, and effective.

**Blackbaud Learn<sup>®</sup>** provides your staff with the training they need to get more done in less time and achieve total fundraising success.

## What Does Blackbaud Learn's Training Subscription Offer?

- The widest range of evolving curriculum for all skill levels, with new classes added monthly
- Instructor-led and self-paced training
- 95% of classes delivered online by live instructors, eliminating time and cost of travel
- Role-based curriculum with prescribed course paths
- Strategy and best practice sessions focused on nonprofit operations, marketing, compliance, and much more (view all lessons at [www.blackbaud.com/learn](http://www.blackbaud.com/learn))
- Hundreds of tutorials — available 24/7
- Regional training available in locations across the U.S. and Canada
- Subscription to the monthly Learn newsletter with helpful hints on software usage

## Choose the Package That's Right for You

Blackbaud Learn, an annual subscription, is available in three options: Learn, Learn More, and Learn Everything. Each subscription is tiered to best meet your training budget and needs. Below are all the classes included with each Blackbaud Learn package.

	Learn	Learn More	Learn Everything
<b>Executive Level Courses</b>			
The Raiser's Edge Executive Course I: Home Page and Dashboards (1 hour)	●	●	●
The Raiser's Edge Executive Course II: Finding Essential Data and Navigating Constituent Records (2 hours)		●	●
The Raiser's Edge Executive Course III: Networking and Communicating with Constituents (1 hour)		●	●
The Raiser's Edge Executive Course IV: Managing Your Financial Structure and Gifts (2 hours)		●	●
The Raiser's Edge Executive Course V: Using and Analyzing Data (1 hour)		●	●

Continued...

“Blackbaud Learn is awesome! There are so many things I love about it. First, providing a fixed price for our staff is fantastic. Each user in our organization can get training specific to his or her job and we don't have to pay for each individually. Second, our staff can attend training while also getting daily work done. Blackbaud just makes learning easy. The training helps us use the product better and smarter so that we can better meet our mission.”

—Jack Roush  
California Film Institute

	Learn	Learn More	Learn Everything
<b>Regional Classes</b>			
Microsoft® Excel®: Preparing Data for Import (2 days)			●
SQL Server Administration for Blackbaud Databases (2 days)			●
The Raiser's Edge 7 VBA / API (3 days)			●
The Raiser's Edge 7: Custom Reporting with SAP Crystal Reports (2 days)			●
The Raiser's Edge Essentials Part I (2 days)			●
The Raiser's Edge Essentials Part II (3 days)			●
The Raiser's Edge: Advanced Importing Techniques (3 days)			●
The Raiser's Edge: Beyond the Basics (3 days)			●
The Raiser's Edge: Growing Your Organization (2 days)			●
<b>Interactive Online Classes</b>			
Alumni Management Using RE:Alum (1 hour)		●	●
Constituent Batch in The Raiser's Edge (3 hours)	●	●	●
Event Essentials Part I (4 hours)	●	●	●
Event Essentials Part II (4 hours)		●	●
Export in The Raiser's Edge 7 (3 hours)	●	●	●
Gift Batch in The Raiser's Edge (3 hours)	●	●	●
Implementing RE:NetSolutions™ (3 hours)		●	●
Intermediate SAP Crystal Reports XI (6 hours/1 hour lunch)		●	●
Introduction to SAP Crystal Reports XI (6 hours/1 hour lunch)	●	●	●
Mail Health: AddressAccelerator and PostalSaver (0.5 hours)		●	●
Managing Campaigns, Funds, and Appeals (5 hours/1 hour lunch)		●	●
Managing Gala Events (2 hours)		●	●
Managing Golf Events (2 hours)		●	●
Managing Memberships (4 hours)		●	●
Managing Prospects with RE:Search™ (2 hours)		●	●
Managing Recurring Gifts (2 hours)	●	●	●
Managing Solicitors (5 hours)	●	●	●
Managing Tributes in Raiser's Edge 7 (2 hours)		●	●
Microsoft Outlook Integration in The Raiser's Edge (2 hours)	●	●	●
Moves Management in The Raiser's Edge 7 (3 hours)	●	●	●
Pivot Report Essentials in The Raiser's Edge (2 hours)		●	●

	Learn	Learn More	Learn Everything
Planned Giving in The Raiser's Edge 7 (2 hours)		●	●
Policy and Procedures for Configuration and Administration (2 hours)		●	●
Policy and Procedures for Constituent Records (3 hours)		●	●
Policy and Procedures for Data Processing and Retrieval (2 hours)		●	●
Policy and Procedures for Fundraising Structure and Gift Records (3 hours)		●	●
Query Essentials (3 hours)	●	●	●
RE7 Part I Essentials Refresher (4 hours)	●	●	●
RE7 Part II Essentials Refresher (4 hours)	●	●	●
Recurring Gift Batch (2 hours)		●	●
Recurring Gift Management™ Using RE:EFT™ (1 hour)		●	●
Report and Dashboard Essentials (3 hours)	●	●	●
Reporting in The Raiser's Edge - Analytical Reports (3 hours)		●	●
Reporting in The Raiser's Edge - Demographic and Statistical Reports (2 hours)		●	●
Reporting in The Raiser's Edge - Financial and Pledge Reports (3 hours)		●	●
Reporting in The Raiser's Edge - Profiles, Lists, and Directories (3 hours)		●	●
The Raiser's Edge Essentials Part I 12 hours - 2 days	●	●	●
The Raiser's Edge Essentials Part II (12 hours - 2 days)		●	●
The Raiser's Edge: Advanced Query Techniques (3 hours)		●	●
The Raiser's Edge: Business Rules, Field Options and Attributes (2 hours)		●	●
The Raiser's Edge: Fundamentals of Importing (4 hours)	●	●	●
The Raiser's Edge: Generating Donor Acknowledgement Letters and Receipts (4 hours)		●	●
The Raiser's Edge: Generating Mail Merge Letters in Records (1 hour)		●	●
The Raiser's Edge: Globally Add, Edit, and Delete Data (3 hours)		●	●
The Raiser's Edge: Importing Addresses and Phone Records (4 hours)		●	●
The Raiser's Edge: Importing Constituent Information (3 hours)		●	●
The Raiser's Edge: Importing Constituent Relationships (2.5 hours)		●	●
The Raiser's Edge: Importing Pledge and Installment Information (3 hours)		●	●
The Raiser's Edge: Mail Essentials (6 hours/1 hour lunch)	●	●	●
The Raiser's Edge: Managing Duplicate Constituents and Table Entries (2 hours)		●	●
The Raiser's Edge: Segmenting a Mailing (2 hours)		●	●
The Raiser's Edge: System Security (1 hour)		●	●
Volunteer Essentials (2 hours)		●	●
Volunteer Time Sheet Batch (2 hours)		●	●

Learn

Learn More

Learn  
Everything

## Self-Paced Product Tutorials

Self-Paced Tutorials (more than 200 recorded lessons)



“Blackbaud Learn has not only taught me about the software, but the knowledge I gained has allowed me and my staff to streamline and simplify our processes on a daily basis. For example, I personally found out, through a Blackbaud Learn course, how I could more efficiently reconcile our organization’s bank accounts. This alone has saved me several hours of work per month! Plus, the instructors really know the product and how to effectively teach the courses online. Blackbaud Learn is one of the best trainings I have had and is worth every penny.”

—Mitch Creager  
Kentucky Science &  
Technology Center

► Contact us at [traininghelp@blackbaud.com](mailto:traininghelp@blackbaud.com) for more information.