





# Preparing Your Students for Industry Certification Success!









PRECISION EXAMS

+ Plus all 16 National Career Clusters



















Skills Assessment Manager (SAM) is an online learning environment that helps students master Microsoft Office skills

and computer concepts that are essential to academic and career success. SAM engages students in self-paced learning of Word, Excel, Access, Powerpoint, Windows, Internet Explorer, and Outlook, as well as technology concepts and issues.





SAM provides a simulated environment built in HTML5 that integrates an interactive learning experience with quality content written to the MOS certification objectives. Research shows that students who use SAM as a test prep pass the MOS certification exams.

Learn more at NGL.Cengage.com/computing



# Tap into the **personalized** teaching experience

MindTap is a personalized teaching experience with relevant assignments that guide students to analyze, apply, and improve thinking, allowing you to measure skills and outcomes with ease.



# TRUCKSS The Control of the Control

#### Promote Better Outcomes

Analytics and reports provide a snapshot of class progress, time in course, engagement and completion rates.

"We have seen an increase of at least one letter grade when we compare the performance of students who used MindTap with those who didn't."
— Scott D. from Erie Institute of Technology

# Tap into more info at: NGL.Cengage.com/MindTap

Request FREE trial access

NGL.Cengage.com/highschoolreview

# **Custom Certification Testing**

Many MindTaps in course areas that are geared toward certification will include pre and post certification exams that are formatted and written to mimic the style of industry exams. The IQ app inside MindTap allows instructors to create custom exams mapped to specific exam objectives and add them throughout the course to increase student confidence for exam day.

#### **Elevate Thinking**

Relevant readings, multimedia, and activities are designed to take students to the next level of learning, from basic knowledge to analysis and application.



National Geographic Learning, a part of Cengage, is ready to help guide you in your selection of Career and Technical Education programs that prepare students for industry-recognized certification. We have several solutions that assist your students in preparing for the skills and exams required for these certifications.



#### **MOS Certification**

Our programs map to Office 2016 objectives for the Microsoft Office Specialist and Expert exams.

# **Shelly Cashman Series**





FOR MORE INFORMATION ON OFFICE 2013 OPTIONS, GO TO: NGL.CENGAGE.COM/CTE



Microsoft Office 365 & Office: Introductory 9781305870031



Microsoft Office 365 Word 2016: Comprehensive 9781305871014



Microsoft Office 365 & Office: Intermediate 9781305870390



Microsoft Office 365 & Office Excel 2016: Comprehensive 9781305870727



Microsoft Office 365 & Office 2016: Advanced 9781305870406



Microsoft Office 365 & Office Powerpoint 2016: Comprehensive 9781305870819



Shelly Cashman Series MindTap Collection (digital only) 9781337391757

MindTap Collection includes all Microsoft Office 365/2016 content for the Shelly Cashman series from Introductory to Comprehensive. This MindTap can prepare students for up to 4 MOS application exams.



Microsoft Office 365 & Office Access 2016: Comprehensive 9781305870635



Microsoft Office 365 & Outlook 2016: Intermediate 9781305871144



#### **Illustrated Series**







Microsoft Office 365 & Office 365: Introductory 9781305876033



Microsoft Office 365 & Office 2016: Intermediate 9781337113786



Illustrated Series MindTap Collection (digital only) 9781337685962

MindTap Collection includes all Microsoft Office 365/2016 content for the Illustrated series from Introductory to Comprehensive. This MindTap can prepare students for up to 4 MOS application exams.



Microsoft Office 365 & Word 2016: Comprehensive 9781305878303



Microsoft Office 365 & Office Excel 2016: Comprehensive 9781305878105



Microsoft Office 365 & Office PowerPoint 2016: Comprehensive 9781305878181



Microsoft Office 365 & Office Access 2016: Comprehensive 9781305878006







**New Perspectives** 

Microsoft 365 & Office 2016: Brief 9781305879188



Microsoft 365 & Office 2016: Introductory 9781305879171



Microsoft 365 & Office 2016: Intermediate 9781305879195



New Perspectives MindTap Collection (digital only) 9781337781626

MindTap Collection includes all Microsoft Office 365/2016 content for the New Perspectives series from Introductory to Comprehensive. This MindTap can prepare students for up to 4 MOS application exams.



Microsoft 365 & Office Word 2016: Comprehensive 9781305871014



Microsoft 365 & Office Excel 2016: Comprehensive 9781305880412



Microsoft 365 & Office PowerPoint 2016: Comprehensive 9781305881235



Microsoft 365 & Office Access 2016: Comprehensive 9781305880139



#### **IC3 Certification**





#### IC3 Certification Guide Using Microsoft Windows 7 & Microsoft Office 2013

Provides an introduction to computer concepts and skills, which maps to the Global Standard 4 (GS4) Computing Core Certification (IC3) standards

9781337287975



#### IC3 Certification Guide Using Microsoft Windows 10 & Microsoft Office 2016

Provides an introduction to computer concepts and skills, which maps to the Global Standard 5 (GS5) Computing Core Certification (IC3) standards

9781337564175

#### Adobe—ACE and ACA certification

The Revealed Series offers six ACE courseware products that cover the objectives required to pass an Adobe Product Proficiency Exam. These six books have been reviewed by a third-party certification organization and have been designated by Adobe as Approved Certification Courseware for the Adobe Certified Expert program:



Adobe Dreamweaver CS6 Revealed 9781133693208



Adobe Photoshop CS6 Revealed 9781133693222



Adobe InDesign CS6 Revealed 9781133815211



Adobe Flash CS6 Revealed 9781133693215



Adobe Illustrator CS6 Revealed 9781133693192

The Adobe Certified Associate (ACA) program certifies a user as having the entry level skills to communicate effectively using digital media. These three books have been reviewed by a third-party certification organization and have been designated by Adobe as Approved Certification Courseware for the Adobe Certified Associate Program:



Adobe Photoshop CS6 Revealed 9781133693222



Adobe Flash CS6 Revealed 9781133693215



Adobe Dreamweaver CS6 Revealed 9781133693208



# **CompTIA Certifications**

#### MINDTAP From Cengage

# A+ Certification (PC repair, maintenance, and troubleshooting):



A+ Guide for IT Technical Support 9781305266438

MINDTAP From Cengage

OR



A+ Guide to Hardware 9781305266452

MINDTAP From Cengage

ΑΝΓ



A+ Guide to Software 9781305266506

MINDTAP From Cengage

#### **Network+ Certification**



Network+ Guide to Networks, 7e 9781305090941

MINDTAP From Cengage

#### Security + Certification



CompTia Security + Guide to Network Security Fundamentals, 6e 9781337288781





#### Linux + Certification



CompTia Linux + Guide to Linux Certification, 4e 9781305107168

MINDTAP From Cengage

# **CompTIA Certifications**

CompTIA MindTaps now include simulated Lab Practice as well as live virtual machine labs integrated into the Learning Path. These allow students to not only develop their hands-on skills, but help them contextualize theory-based concepts more easily.



- Simulated Labs provide students with bumpers; they cannot explore what will not help them complete the steps of the lab. They can also watch tutorial videos for each step.
- Virtual Machine Labs provide students with a live working environment via the Cloud, with real servers and networks they can explore, fail, and try again until they succeed.
  - All labs are mapped to certification standards for that specific text.

#### **ASE and NATEF**



We offer ASE study materials covering a wide variety of exams: A1-A8, L1, P2, X1, C1, T1-T8, E1-E3, H1-H8, B2-B6, M1-M3, S2, S4, and S5 as well as the Spanish A1-A8, L1, P2, X1, and B2-B6 exams. NATEF (education guidelines) /ASE (professional certification) materials correspond to the requirements for NATEF Program Certification. They also help prepare students for each individual ASE professional certification that a student might pursue.

MindTap for Automotive courses now include automotive theory simulations as well as Delmar Automotive Training Online (DATO) Simulations where students can get their hands dirty while keeping them virtually clean inside a dynamic experience that delivers meaningful interactivity.

These simulations use an 8-step process, which includes Customer Stated Concern, Verify the Concern, Preliminary Checks, Problem Analysis, Visual Inspection, Diagnosis, Repair and Repair Verification.

#### Learn more at http://www.cengage.com/simulationstation

COURSE PROGRAMS



Automotive Technology, A Systems Approach, 6e 9781133612315



MINDTAP with life-like simulations



Today's Technician, Basic Automotive Service and Systems, 5e 9781285442297



MINDTAP with life-like simulations



Automotive Service, Inspection, Maintenance,

#### 9781305110595



MINDTAP with life-like simulations

\* NATEF Correlation Guides for all transportation titles are available as instructor resource components on the Instructor online companion sites.

The Online ASE Technician Test Preparation (TTP) Series offers three types of testing modes and remediation. TTP covers the automotive, medium/heavy duty truck, collision, and transit bus areas.

Visit www.trainingbay.cengage.com/ttp





Auto Body Repair Technology, 6e 9781133702856



MINDTAP with life-like simulations



Automotive Maintenance & Light Repair, 2e 9781337564397

MINDTAP with life-like simulations



# **Automotive Training Online Simulations**

MindTap for Automotive courses now include Delmar Automotive Training Online (DATO) Simulations where students can get their hands dirty while keeping them virtually clean inside a dynamic experience that delivers meaningful interactivity and challenges students to master diagnostic and repair practices in 62 realistic scenarios tied to the latest NATEF industry standards.

These simulations use an 8-step process: Customer Stated Concern, Verify the Concern, Preliminary Checks, Problem Analysis, Visual Inspection, Diagnosis, Repair and Repair Verification.

Learn more at http://www.cengage.com/simulationstation







#### HBI

Based on national standards set by the residential construction industry, the Residential Construction Academy Series is the result of a partnership between Home Builders Institute and Delmar Cengage Learning. This series is the perfect way to guide learners to development of essential workplace skills, in the areas of carpentry, electrical, HVAC, plumbing, facilities maintenance and masonry. The goal is a skilled, knowledgeable workforce able to meet the needs of the industry today and into the future.



Residential Construction Academy: Carpentry, 4e 9781305086180





Residential Construction Academy: Basic Principles for Construction, 4e 9781305088627





Residential Construction Academy: Masonry, Brick and Block Construction, 1e 9781418052843



Residential Construction Academy: Electrical Principles, 2e 9781111306472



Residential Construction Academy: House Wiring, 5e 9781337402415





Residential Construction Academy: Facilities Maintenance, 3e 9781133282433



Residential Construction Academy: HVAC, 2e 9781439056349



Residential Construction Academy: Plumbing, 2e 9781111307776



Green Applications for Residential Construction, 1e 9781111037543

#### **Online Simulations**

MindTap for trades like Welding, HVAC, Electrical Wiring, and Residential Codes now include Online Simulations where students can get their hands dirty while keeping them virtually clean inside a dynamic experience that delivers meaningful interactivity. From focusing on the preparation of a weld, fix, or test from the evaluation of blueprints or equipment to the proper setup and safety procedures for using prepare students for the job without the danger of injury or damaging equipment.

Learn more at http://www.cengage.com/simulationstation



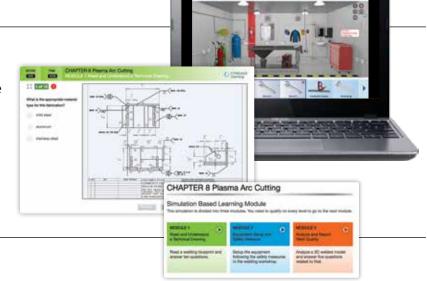


Welding Principles and Applications, 8e
Provides students with the knowledge

and skills they need to complete AWS SENSE Level I and Level II programs

9781305494695

MINDTAP with like-like simulations



# Machining—NIMS



#### Precision Machining Technology, 2e

This text is completely aligned with the National Institute of Metalworking Skills (NIMS) Machining Level I Standard and fully supports the achievement of NIMS credentials. It also carries NIMS' exclusive endorsement and recommendation for use in NIMS-accredited Machining Programs.

9781285444543

MINDTAP From Cengage

# HVAC



Refrigeration and Air Conditioning Technology, 8e Whitman 9781305578296

MINDTAP with like-like simulations



# **Electrical Wiring**



#### **NEC**



Illustrated Guide to the National Electrical Code, 7e Helps students master the 2017 National Electrical Code® 9781337101974

MINDTAP From Cengage



Delmar's Standard Textbook of Electricity, 6e Updated to the 2014 National Electrical Code© 9781285852706

MINDTAP with like-like simulations







Developed in partnership with the PHCC Educational Foundation, with curriculum and content created by educators and industry professionals.



Plumbing 201, 6e 9781305401648

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Plumbing 301, 2e 9781337391764

MINDTAP From Cengage

# **Building Code Simulations in MindTap**

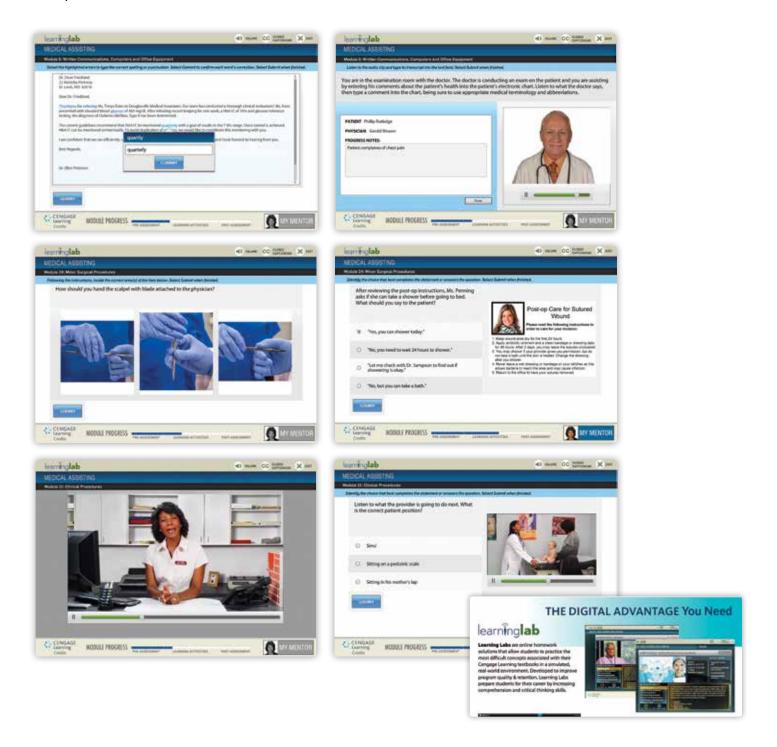




# **Learning Labs**

Learning Labs are online modules that allow students to practice the most difficult concepts associated with their Health Care courses in a simulated, real-world environment. Developed to improve program quality and retention, Learning Labs prepare students for their career by increasing comprehensive and on-the-job experiences.

Students work through pre and post assessments, which bookend simulated on-the-job experiences incorporating real video of medical offices, patients, and examination rooms. Students have access to videos of mentors, coworkers, or managers who can help direct them along the way, but ultimately make their own decisions for how to communicate with patients and co-workers.





# **Medical Assisting**



#### **CMA—Certified Medical Assistant**

American Association of Medical Assistants (AAMA)



#### Medical Assisting Administrative and Clinical Competencies, 8e

Aligned and mapped to current ABHES standards and newly approved 2015 CAAHEP standards

#### 9781305110700

MINDTAP From Cengage



#### Medical Assisting Exam Review Online (MAERO) 2.0

Whether you are preparing for the CMA, RMA, CMAS, or NCMA exam, MAERO 2.0 delivers cutting-edge test preparation for certification and career success.

#### 9781305944305

This solution can be used as a standalone product. It is also integrated into the MindTap Learning Path for Medical Assisting MindTap courses.

#### **CMAS—Certified Medical Administrative Specialist**

American Medical Technologists (AMT)



#### Administrative Medical Assisting, 7e

Review questions in each chapter mimic the kinds of questions featured on certification exams, and relevant CMA(AAMA), RMA(AMT), and CMAS(AMT) competencies are listed for each chapter.

#### 9781305859173

MINDTAP From Cengage

#### **CNA—Certified Nursing Assistant**

Certification is granted by passing a state certification exam. Qualifications and scope of practice vary by state.



#### Nursing Assistant: A Nursing Process Approach, 11th ed.

Is designed to offer comprehensive content to meet the teaching needs of most states and offers certification style practice in the form of end-of-chapter review questions as well as within the testbanks and Mindtap.

#### 9781133132387

MINDTAP From Congage



#### ECG: Essentials of Electrocardiography, 1st Edition

Objectives students must master to qualify to sit for the National Healthcareer Association's (NHA) EKG Technician Certification exam are addressed throughout the text.

#### 9781285180984







#### **Dental Assisting**





#### Certification Exam Review For Dental Assisting: Prepare, Practice and Pass! © 2017

Designed around the Dental Assisting National Board (DANB) Examination blueprint. It lays a foundation for the testing experience with an overview of the CDA, RHA, and ICE exams, exam study techniques and tips, and a discussion of other certifications offered by the DANB.

9781133282860

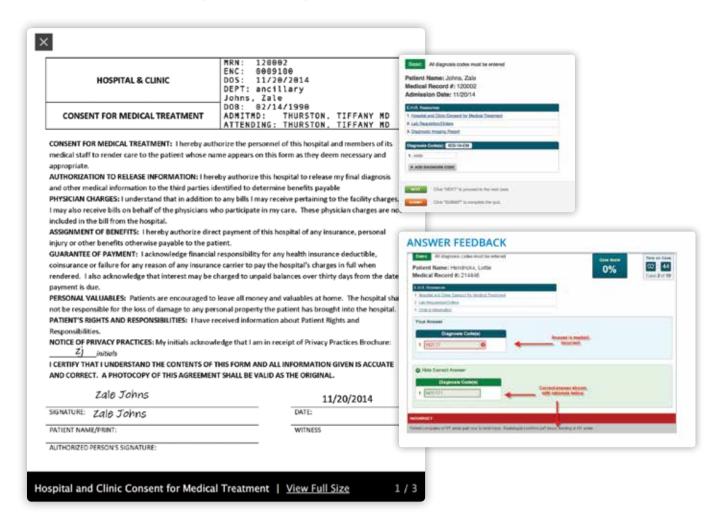


Dental Assisting: A Comprehensive Approach, 5e 9781305967632

MINDTAP From Cengage

### **Medical Insurance Billing & Coding**

Medical Coding Trainer, inside MindTap for Green and Johnson, provides coding practice with scrubbed patient records while measuring accuracy and speed, the keys to being a successful coder. Students are timed as they analyze scrubbed patient records to enter their code. There are over 240 cases with more to come! Choose by level of difficulty— basic, intermediate, advanced, or by coding specialty for targeted practice.





# Medical Insurance Billing & Coding / Health Information Management

# RHIT—Registered Health Information Technician

American Health Information Management Association (AHIMA)



Professional Review Guide for the RHIA and RHIT Examinations, 2017 Edition Includes Quizzing, 2 terms (12 months)
Printed Access Card, © 2017

9781305956520

# RHIA—Registered Health Information Administrator

**AHIMA** 



Management of Health Information: Functions & Applications, 2e 9781285174884

MINDTAP From Cengage

#### **CCS—Certified Coding Specialist**

**AHIMA** 



Professional Review Guide for the CCS Examination, 2017 Edition 9781305956537

#### **CCS-P—Certified Coding Specialist-Physician**



Professional Review Guide for the CCS-P Examination, 2017 Edition 9781305956551

# **CCA—Certified Coding Associate**

AHIMA



Professional Review Guide for the CCA Examination, 2017 Edition 9781305956544

#### **CPC—Certified Professional Coder**

American Academy of Professional Coders (AAPC)



3-2-1 Code It! 6e 9781305970236



# **CPB**—Certified Professional Biller



Understanding Health Insurance: A Guide to Billing and Reimbursement, 13e 9781305647428

MINDTAP From Cengage





# **Certification and Performance Reporting**

#### Work Ready—21st Century Skills

21st Century Success Skills™ General Financial Literacy

#### **Agriculture, Food & Natural** Resources

National Career Cluster:

Agriculture, Food & Natural Resources

Ag Communication and Leadership

Agricultural Science I

Agricultural Science II

Agricultural Science III

Aa Systems Technology I

Ag Systems Technology II

Ag Business and Management

Animal Science I

Animal Science II

Aquaculture, Intro

Equine Science - Year

Equine Science A

Equine Science B

Floriculture & Greenhouse Mgmt.

Floriculture

Greenhouse Mamt.

Landscape Management

Natural Resource Science I

Natural Resource Science II

Natural Resource Science IA

**Nursery Operation** 

Plant & Soil Science

Plant & Soil Science II

Small & Companion Animal

Veterinary Assistant

Veterinary Technician

Welding Technician, Entry

Welding Technician, Inter.

Welding, Advanced

#### Arts, A/V Technology & Communication

**National Career Cluster:** 

Agriculture, Food & Natural Resources

3D Animation

3D Graphics

Business Web Page Design

Business Web Page Design, Adv.

Commercial Advertising and Art

Commercial Photography, Adv.

**Design Visual Communications** 

Desktop Publishing I

Desktop Publishing II

Digital Media IA

Digital Media IB

Digital Media II

Digital Photography, Basic

Digital Print Design

Film Photography, Basic

Graphics Communication, Intro.

Graphics Communication, Inter.

Graphics Communications, Adv.

Industrial Design

Interior Design I

Interior Design II

Interior Design, Adv.

Screen Printing, Intro.

Television Broadcasting Television Broadcasting II

Video Production I

Video Production II

#### **Information Technology**

**National Career Cluster:** 

Information Technology

3D Animation

3D Graphics

Business Web Page Design

Business Web Page Design, Adv.

Computer Prog. IA

Computer Prog. IB Python

Computer Prog. IB C#

Computer Prog. IB C++

Computer Prog. IB Java

Computer Prog. IB Visual Basic

Computer Prog. II C#

Computer Prog. II C++

Computer Prog. II Java

Computer Prog. II Python

Computer Maintenance & Repair

Computer Technology

Computer Technology II

Desktop Publishing I

Desktop Publishing II

Digital Media IA

Digital Media IB

Digital Media II

**Exploring Computer Science** 

Gaming Fundamentals

Information Tech., Intro.

Network Fundamentals

Physics with Technology Web Development, A

Web Development, B

Word Processing Basics Word Processing

#### **Business Management & Administration**

National Career Cluster:

**Business Management & Administration** 

**Business Communication I** 

**Business Communication II** 

**Business Concepts** 

**Business Law** 

**Business Management** 

Business Mathematics & Personal Finance

Business Web Page Design

Business Web Page Design, Adv.

Computer Technology

Computer Technology II

Desktop Publishing I

Desktop Publishing II

Digital Business Applications

Entrepreneurship

Exploring Business & Marketing

Leadership Principles I

Leadership Principles II

Word Processing Basics

Word Processing

#### **Finance**

**National Career Cluster:** 

Finance

Accounting I

Accounting II

Accounting, Adv.

Banking & Finance **Business Concepts** 

Business Mathematics & Personal Finance

**Economics** 

Exploring Business & Marketing

General Financial Literacy

Personal Financial Responsibility

#### Marketing

National Career Clusters:

Marketing

Government & Public Administration

Advertising and Promotion

**Business Concepts** Criminal Justice I

Criminal Justice II

Desktop Publishing I

Desktop Publishing II **Economics** 

Entrepreneurship

Exploring Business & Marketing

Fashion Merchandising, I

Fashion Merchandising, Adv.

**Fashion Strategies** 

Leadership Principles I

Leadership Principles II

Lodging and Recreation Marketing, Intro.

Marketing I

Marketing II

Real Estate Retailing

Retailing (School Store)

—Continued on next page



# **Certification and Performance Reporting**

Continued—

Social Media Marketing Sports & Entertainment Mktg. Travel and Tourism

# Architecture, Construction & Manufacturing

National Career Clusters:

Architecture & Construction

Manufacturing

Transportation, Distribution & Logistics

3D Animation

3D Graphics

Architectural Design I

Architectural Design II

Automotive Service, Intro.

CAD Architectural Design I

CAD Architectural Design II

CAD Architectural Design III

CAD AICHILECTURAL DESIGN II

CAD Mechanical Design I

CAD Mechanical Design II

CAD Mechanical Design III

Cabinetmaking

Carpentry

Collision Repair

Construction Trades Foundation

Electronics I

Electronics II

Engineering Principles I

Engineering Principles II

Engineering Technology

Foundations of Technology

Furniture Design & Manufacturing

Industrial Design

Manufacturing, Technology

Machining I

Machining II

Plumbing

Robotics I

Robotics II

Small Engines I

Welding Technician, Entry

Welding Technician, Inter.

Welding, Advanced

Woodworking

#### **Human Services**

National Career Clusters:

**Human Services** 

**Education & Training** 

Law, Public Safety, Corrections & Security

Adult Roles & Financial Literacy, B

Adult Roles & Responsibilities

Apparel Design & Production I

Apparel Design & Production II

Child Development

Criminal Justice I

Criminal Justice II

Designer Sewing/Fashion Design

Early Childhood Education I

Early Childhood Education IA

Early Childhood Education IB

Early Childhood Education II

Emergency Medical Technician (EMT)

Fashion Merchandising I

Fashion Merchandising, Advanced

Fashion Strategies

Fire Science

Law Enforcement

**Medical Forensics** 

Personal Financial Responsibility

Preparing for College and Careers

Teen Living

#### **Hospitality & Tourism**

National Career Clusters: Hospitality & Tourism

Advertising and Promotion

Culinary Management

**Customer Service** 

Entrepreneurship

Food and Nutrition I

Food and Nutrition II

Food Service/Culinary Arts

Leadership Principles I

Leadership Principles II

Lodging & Recreation

 ${\it Marketing, Intro.}$ 

Marketing I

Marketing II

Nutrition & Wellness

Travel and Tourism

#### **Health Science**

National Career Cluster: Health Science

BROUGHT TO YOU BY

# **NCHSE**

National Consortium for Health Science Education

Biotechnology

Certified Nurse Assistant (CNA)

Dental Asst: Dental Science I

Dental Asst: Dental Science II

Dental Asst: Dental Science III Emergency Medical Technician (EMT)

Exercise Science/Sports Medicine

Food and Nutrition I

Food and Nutrition II

Health Science, Introduction

Medical Anatomy and Physiology

Medical Asst: Medical Terminology

Medical Asst: Medical Office Mgmt.

Medical Asst: Anatomy & Physiology

Medical Asst: Clinical & Lab Proc.

Medical Forensics

Medical Terminology

Nutrition and Wellness

Medical Forensics

# Library of 170+ Industry-Aligned Career & Technical Education Exams

- Exams across all National Career Clusters
- Stackable end-of-course and end-ofprogram capstone certifications

#### Instant Detailed Reporting

- Standards-level detail to help program improvement
- Pre-and-post testing to measure student academic growth

#### 100% Online Exam Delivery System

 A proctor can be testing an entire class in under 5 minutes

#### Electronic Certificate Fulfillment

 Students can earn an industry-validated certificate with the industry standards listed on back of the certificate

Tap into more info at: NGL.Cengage.com/MindTap

Request FREE trial access at: NGL.Cengage.com/highschoolreview





