

## **Recommended Core Pre-health OnBoard Units**

1. Ethics and Social Responsibility
2. Leadership Styles
3. Use of Research
4. Creating Professional Documents
5. How to Write Technical Directions
6. Producing Professional Messaging
7. Organizational Support Systems
8. First Impressions and Personal Branding
9. Communication and Types of Conversations
10. Working with Diversity

## **Recommended Pre-Dental, Healthcare Administration or Chiropractic Expansion OnBoard Units**

1. The Business Plan
2. Industry Change
3. The Successful Entrepreneur
4. Budget Plan
5. Inventory Costing

## **Recommended Public Health Expansion OnBoard Units**

1. Data Collection and Mining
2. Intelligence versus Analytics
3. Microsoft Excel
4. Delivering Effective Workplace Presentations
5. Effective Project Communication

## **Recommended STEM-Graduate School Units**

1. Ethics and Social Responsibility
2. Microsoft Excel
3. Use of Research
4. How to Write Technical Directions
5. Leadership Styles
6. Cross-functional Teams
7. Producing Professional Messaging
8. First Impressions and Personal Branding
9. Working with Diversity
10. Communication and Types of Conversations

## **Recommended STEM-Employment Units**

1. Ethics
2. Microsoft Excel
3. Producing Professional Messaging
4. Creating Professional Documents
5. Office and Workspace Etiquette
6. Etiquette Beyond the Office
7. First Impressions and Personal Branding
8. Leadership Styles
9. Communication and Types of Conversations
10. Delivering Effective Workplace Presentations

## **Recommended Non-Profit Sector OnBoard Units**

1. Cross-Functional Teams
2. Working with Diversity
3. Budget Plan
4. Organizational Support Systems
5. Operations Management
6. Creating Professional Documents
7. Leadership Styles
8. Applied Excel
9. Communication and Types of Conversations
10. Marketing and organizational goals

## **Recommended Education OnBoard Units**

1. Leadership Styles
2. Working with Diversity
3. Communication and Types of Conversations
4. Cross-functional Teams
5. Delivering Effective Workplace Presentations
6. How to Write Technical Directions
7. Producing Professional Messaging
8. First Impressions and Personal Branding
9. Negotiating Professional Workplace Situations

## **Recommended Core Business OnBoard Units**

11. Creating Professional Documents
12. Microsoft Excel
13. Developing Effective Workplace Presentations
14. B2B and B2C Markets
15. Project Management Methodologies
16. Cross-Functional Teams

17. The Marketing Mix
18. Market Segmentation
19. Ethics and Social Responsibility
20. Working with Diversity

### **Recommended Investment Expansion OnBoard Units**

6. Time Value of Money
7. Financial Statements
8. Financial Analysis
9. Financial Budgeting
10. Depreciation

### **Recommended Data Analytics Expansion OnBoard Units**

6. Business Data Trends
7. Data Collection and Mining
8. Data Retrieval Methods
9. Intelligence vs. Analytics
10. Effective Project Communication

### **Recommended Entrepreneurship Expansion OnBoard Units**

1. Business Plan
2. Industry Change
3. Competitive Advantage
4. The Successful Entrepreneur
5. Raising Funds

### **Recommended Personal Finance/Wealth Advisor Expansion OnBoard Units**

1. Budget and Managing Income
2. Taxes and Take-home Pay
3. Credit and Debt Management
4. Financial Planning for Life Events
5. Investing in your Financial Future

### **Marketing OnBoard Module Recommendations**

Core marketing units:

- Applied Excel
- Professional Communication
- Professional Etiquette Units

- Technology and Promotion

- The Marketing Mix

Expansion-To improve Marketing and Organizational Skills

- B2B and B2C Markets

- Use of Research

- Market Segmentation

Expansion-To improve understanding of Technology and Information Systems:

- Role of Information Systems

- E-Commerce

- Organizational Support Systems

Expansion-To gain an Introduction to Business Analysis Unit:

- Data Retrieval Methods

- Data Collection and Mining

- Business Data Trends

- Intelligence Versus Analytics