

June 2016 Newsletter

Once again we find that this month was filled with veterans who have found success in their certification journey. We are so happy for all of our veterans and want to continue to point our current students towards success. This month we will again be focusing on our great resources. As well as a spotlight on Jason Manibog, and resume tips. Have a great month and keep moving forward in your studies.



Employee Spotlight: Jason Manibog

Those of you who are currently working on your A+ certification will recognize Jason from your video training. Jason joined the team just about one year ago and has taken on the role of LearnKey's Senior Instructor. Please take a moment to learn a little more about the man behind the screen.

What is your professional background? Besides a professional jokester? I have been in the IT business since before the Y2K hype. I've been a software support administrator, network administrator, classroom trainer, consultant, and for the past year, the LearnKey Senior Instructor. Most of my time prior to coming to LearnKey was spent as a classroom trainer, where I taught people everything ranging from how to use Windows all the way to advanced SQL Server and Windows Server courses, including other courses such as: A+ and Network+, Microsoft Office, and most of the Adobe programs.

What is the most rewarding part of your job? The people I work with, plain and simple. I get to work with a very, very diverse group of people with all kinds of skills sets and ways of thinking, and, most importantly, there is a tremendous amount of respect all around. It truly is a great group of people to work with, some people's tastes in football teams notwithstanding.

Certification Corner

- Mike H. MO Word 2013
- Lance E. TX Word 2013
- Alywin B. CA Excel 2013
- Pete E. NJ ICND2
- Daniel K. MI A+ 901
- Agustin G. TX Word 2013
- Nancy S. VT Photoshop CS6
- Jason R. OH PowerPoint 2013
- Michael B. MI A+ 902
- William P. OH Word 2013
- Thomas V. OH A+ 901
- Michael J. TX A+ 901
- Valarie B. VT Photoshop CS6
- Thomas H. KS A+ 901
- Marc C. OK A+ 801/802
- David M. MI PowerPoint 2013
- Roger C. OH Outlook 2013
- Shawn K. OH Excel 2013
- Kenneth A. IL A+ 902
- William H. MO A+ 902
- Darryl E. OH Word 2013
- Abdul A. KS Word 2013
- Richard J. MI A+ 901
- Andrew M. OK ICND
- Agustin G. TX Outlook 2013

What advice would you give to a student who is working through a LearnKey course toward certification? I would say the video courses are the major tools for what we use but they aren't the only tools available. Take advantage of the practice tests, labs, and workbooks and practice, practice, practice. You never want to go too long into a video without pausing, reviewing, and practicing. In other words, mix up the learning process.

What are three exam prep tips you would recommend to a student?

1. Study when you feel like it. I've written about this on the [LearnKey blog](#) before. If you don't feel like studying, you won't retain much of anything. Take the "I don't feel like studying" time to do something else and get back at the studying when you can fully concentrate on things. If you're motivated to get the certification, trust me, you will have plenty of good quality study time.
2. Take the learning in manageable chunks. No one learns a foreign language or how to swing a golf club in one day. Learn a little at a time, and PRACTICE what you have learned before you move onto the next concept.
3. When taking practice tests, don't let a bad practice score discourage you. First of all, it's a practice test. It doesn't count, so who cares? Practice tests are there for one purpose: for you to find out where you need to spend some extra time studying, researching, and practicing.

What do you do in your free time? My favorite thing to do is spend time w/my beautiful wife Joan and our two adorable cats. Other than that, one word: GOLF! And if I'm home and my TV is on in my home office, it's going to be something sports-related.

- Lyndsey H. OH Outlook 2013
- Lance E. TX Outlook 2013
- Brian Smith WA Word 2013
- Chris Conger MI CAPM
- Josh Kerr UT Excel 2013
- James Arnold MI Outlook 2013
- Bob Hodges FL Excel 2013
- Scott Nelson MN Word 2013
- Terry Baumfalk IN Word 2013
- Sam Mosbly MN Excel 2013
- Raymond Barnard MI A+ 901

Required Elements of a Federal Resumes

Federal resumes are a common topic in the veteran community as many service members want to continue their careers in a federal environment. Federal resumes are similar to civilian or corporate resumes but require additional information and a specific outline to be considered for the position. [Click Here](#) to learn about the elements that need to be included in your resume.

LearnKey Veteran Services Launches Career Services Center

Last month we officially launched our Career Services Center. It continues to be a benefit to our students

who reference it and will continue to grow in information and resources. Check back often to see what's new.

[Career Services Website Overview:](#)

[Potential Students](#) - This page outlines why it is important to be industry certified. You will find tools like our Career Path overview, which shows various career tracks and the certifications that correspond, along with the opportunity to submit your resume to be reviewed and receive feedback from our Job Ready team.

[Students and Alumni Page](#) - With topics ranging from job searching to interviewing, this page is valuable for anyone who needs a little extra help while searching for a job in 2016.

[Employer Page](#) - Why should you hire a LearnKey veteran? This page will answer this question by reviewing the foundation of professional skills a LearnKey veteran obtains as they complete their program.

Share Your Exam Experience on our Forums!

Be sure to share your exam experience right after you take one on our **[Student Forum](#)**. This will allow you to help other veterans by sharing areas of the certification exam that you wish you had prepared better for, and share your success!

Student Resource Center

Do you need extra help with your certification preparation? Or are you looking for a past issue of our newsletter? Make our **[Student Resource Center](#)** your first stop. We regularly update and add new information. So check back regularly and see what's new.

How Are We Doing? We Value Your Feedback!

Our top priority is to provide all of our students with the support, resources, and knowledge they would need to be successful in their Blue Ocean programs. We want to know how we are doing. In the link below you will find a quick online survey. This anonymous survey will help us determine the areas we need to improve in to help our students have the best learning experience possible. **<http://veterans.learnkey.com/feedback.php>**

Please join me in congratulating all those who obtained certifications this month and send best wishes to those who are preparing to take an exam in the upcoming month. Don't forget to take advantage of our **[weekly tutoring sessions](#)** or **[practice labs](#)**.

Our team is here to help you succeed. Please don't hesitate to contact us.

Kind regards,
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