



December 2017 Newsletter

Happy Holidays! 2017 is almost over and our team is so happy with the all of the success our students have had over the last year! In this month's edition we will find an end-of-the-year message from LearnKey CEO, Jeff Coruccini, the fourth installment of our Mastering the Job Interview series and see how many certifications our students have earned this year. As always, we want to congratulate all of you who earned certifications over the last 30 days.

End-of-the-Year Message

As 2017 comes to a close, it's a great time to reflect back on your accomplishments and write down your 2018 goals. Gaining in-demand IT & Career Ready certifications that develop employability skills should be one of your top priorities. Best of all, we plan to be here (i.e. online or just a phone call away) to help you reach those goals.

At LearnKey, you are going to hear a lot about engaging and utilizing our resources both online and our dial-in weekly tutor sessions. It is a big goal of ours to make sure you are leveraging them to help you succeed every step of the way.

Let me be one of the first to wish you all the best and tons of learning success in 2018.

Certifications Earned in 2017

Since January 1, 2017 our students have collectively earned 716 (and counting), in-demand IT certifications, up more than 400+ certifications from last year. Our growth has been attributed to three key changes that have been made to our process.

1. Student Engagement, Effort and participation - The majority of the credit need to go to our students. They have really embraced the tutoring sessions, student forums, and social media channels that we have implemented this year. We will continue to create resources and tools that will continue to drive our students toward certifications.

2. Tutoring Sessions and Support - Over the last year we have implemented five weekly tutoring sessions, as well as created forums and social channels so our students will have a community of fellow students that they can use for support in preparing for their exams and progressing in their programs.

[Student Resource Center](#)

[Student Forum](#)

[Career Services Center](#)

[Facebook Forum](#)

Certification Corner

- Sean W. UT InDesign CC
- Giovanni M. TX Word 2016
- Owen M. OR PowerPoint 2016
- Charles C. TX Word 2016
- Shawn S. OH PowerPoint 2016
- Larry F. WA Word 2016
- David B. TX Outlook 2016
- Jeff G. TX A+ 902
- Tom H. TX Security+
- Brian L. TX Network+
- Owen M OR Outlook 2016
- Timothy H. NH A+ 901
- Christine D. IO Word 2016
- Mark H. OH Outlook 2016
- Brandon M. WA WS 70-410
- Carlos G. TX Outlook 2016
- Kim N. WA Excel 2016
- Carlos G. TX Outlook 2016
- Joe K. WA Excel 2016
- Richard S. TX PowerPoint 2016
- Anthony P. HI Word 2016
- Joseph B. ME A+ 901
- John I. CO CDFE
- James M. SD InDesign CC 2015
- Robert S. TX ICND1 100-105
- Nolan V. ID PowerPoint 2016
- Rodney W. TX Excel 2016

3. Improved TestPrep and Simulations - We have improved and updated the test-prep and exam simulations to make sure our students have the tools they need to be successful in their programs.

Mastering the Job Interview: Use STAR Method When Answering Questions

When you are preparing for a job interview you should anticipate the type of questions that you may be asked. Practice using the STAR method with the examples below.

- Describe the **(S)**ituation
- Describe specific **(T)**asks
- Describe the **(A)**ction you took
- End with the **(R)**esult

Below are some common questions that are asked in an interview. Honestly answer the questions below:

- Tell me about yourself.

Hint: This would be a great time to use your elevator speech

- What do you know about our company?

Hint: Tell something you discovered when researching the company

- Why are you thinking about leaving your current job?

Hint: Always use positive language

- What interests you about this job?

Hint: Talk about your likes and how you match the requirements

- What do you consider to be your greatest strength?

Hint: Use strengths that match the skills for the job

New Programming Web Development Program Available!

LearnKey's Programming Web Development program is the ideal way to begin an exciting new code-based career. Each track is designed to take a student from entry level (or their existing skill set) to the professional level, through multiple certification programs with the latest software updates and techniques.

Training Courses:

- Introduction to Programming
- Microsoft MTA HTML5 Application Development
- Microsoft MCSA Programming in HTML5 with JavaScript and CSS3 Specialist
- Microsoft MCSA Developing ASP.NET MVC Web Applications
- Microsoft MCSA Programming in C#
- Microsoft MTA Introduction to Python
- Microsoft MTA Introduction to Touch Development

For additional details visit our [Programming and Development](#) bundle page.

- Brian S. CA Sec+ SYO-401
- Spencer C. FL Adobe Animate CC 2015
- Barney J. TX PowerPoint 2016
- Wes B. KS A+ 902
- Michael T. ID Network+
- John H. OH Network+
- Timothy H. NH A+ 902
- Matthew L. UT Excel 2016
- Marcus H. Japan A+ 901
- Ryan O. CA Excel 2016
- Paul H. TX PowerPoint 2016
- Kelly R. NV Outlook 2016
- Peter P. ME Word
- Sheldon M. UT MTA-Java
- Brett B. TX Sec+ SYO-401
- John V. TX PowerPoint 2016
- George N. WA Server'12 410
- AI T. CANADA Excel 2016
- Christopher R. CO Outlook 2016
- Kenneth C. WA A+902
- Christopher H. OR A+902
- Brock P. HI CCENT
- Della R. TX InDesign CC 2015
- Gregg C. MI Sec+
- Jon H. OH Word 2016
- Justin D. WA Windows 70-410
- Keith T. NJ Word 2016
- Karl K. WA A+ 901
- Michael C. MI A+ 902
- Willie L. GA IC3 GS5
- Laurie B. MI IC3 GS5
- Jeryl B. PA PowerPoint 2016

Additional Student Resources

Our top priority is to make sure that you are prepared to take your certification exams.

- [Student Resource Center](#) – The gateway for information regarding the additional resources we offer, including: student forum, Facebook forum, practice labs, and monthly newsletter.
- [Student Forums](#) – The forums will provide you with a space to share your exam experiences, suggestions, as well as additional study tips and resources with other students. If you have not registered for the forum **sign up now!**
- [Facebook Student Forum](#) – The purpose of this group is to provide a community for all our students to use for their benefit. This is strictly a place to share resources, exam tips, hints, and best practices, as well as network with fellow students.
- **Student Services Representative** – Last but not least, our job is to make sure you earn your certifications. We will make sure you have all of the resources you need to succeed. Never hesitate to call or email if you need anything.

LearnKey Tutoring Sessions

We want to make sure everyone has access to our tutoring session information. We highly recommend that all of our students attend the sessions that correspond with the certification they are working on. See info below for all available sessions.

Microsoft Monday

Every Monday at 11:00 a.m. (MST)

Tutor: Grace Rollins

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/401814461>

Tutor Tuesday/Thursday

Every Tuesday at 11:00 a.m. (MST) & Thursday at 4:00 p.m. (MST)

Tutor: Tristan Roberts

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/728689101>

Job Ready Tuesday

Third Tuesday of each month at 11:00 a.m. (MST)

Tutor: Tristan Roberts for first half

Tutor: Beth Ciaramello for last half

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/728689101>

Wednesday Open Session

First and third Wednesday of each month at 6 p.m. (MST)

Tutor: Jason Manibog

Please join my meeting from your computer, tablet, or smartphone.

[Join this Skype Tutoring session](#)

Network+ Workshop

Second and fourth Friday of every month at 11:00 a.m. (MST)

Tutor: Tristan Roberts

Please join my meeting from your computer, tablet, or smartphone.

<https://global.gotomeeting.com/join/728689101>

LK TUTORING SURVEY

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,

Jeff Coruccini

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