Skill-building, test prep and career-related resources — all in one easy-to-use online platform

Help library users achieve their goals with *LearningExpress Library Complete*. Organized into targeted learning centers, this e-resource supports those looking to improve core academic skills, pass a high school equivalency test, prepare for college, join the military, obtain occupational certification, find a job, change careers, become a U.S. citizen and much more. Learning centers contain practice tests, interactive tutorials, e-books, articles and flashcards.

Note: Content may vary based on platform version; Common Core State Standards and Non-Common Core State Standards versions are available.

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Click the links below to see coverage details for each learning center.

- Adult Core Skills
- Basic Computer Skills
- Career Preparation
- College Students
- High School Equivalency Center
- Prepare for College
- School Center
- Recursos Para Hispanohablantes
Adult Core Skills

This learning center includes resources to help patrons improve basic skills in math, reading and writing. In addition, practice tests, flashcards and other resources are available to help those preparing for the U.S. citizenship exam.

**Build Your Math Skills**

**Tutorials**
- Basic Math
- Algebra

**Practice Sets**
- Basic Algebra
- Data, Graphs and Statistics
- Decimals
- Fractions and Mixed Numerals
- Geometry
- Integers
- Measurement
- Percents
- Ratio and Proportion
- Real Numbers
- Whole Numbers

**eBooks**
- Basic Math
- Algebra
- Geometry
- Math Test Preparation

**Become a Better Reader**

**Reading Skills Tutorials**
- Become a Better Reader
- Vocabulary and Spelling Skills Tutorial

**Reading Skills Practice Sets**
- Informational Texts
- General Texts
- Literary Texts

**Improve Your Writing, Speaking and Grammar**

**Tutorials**
- Writing Skills
- Grammar Skills

**Practice Sets**
- Writing Skills
- Grammar

**eBooks**
- Essay Writing
- Grammar
- Public Speaking
- Writing

**Become a U.S. Citizen**

- Prepare for Your Citizenship Exam
- Get Your Green Card
- Prepárese para su Examen de Ciudadanía
- Gana su Tarjeta Verde
Basic Computer Skills

This center features a collection of video tutorials on the basics of using a computer, navigating the internet, and becoming proficient with popular software programs.

**Computer Basics**

*Get Started*
- Windows 7 Basics
- Introduction to Personal Computers
- PC Hardware, Software and Network Basics

*Use a Computer*
- Browsing, Searching and Staying Safe Online
- Customizing Windows 7
- Saving, Sharing and Deleting Folders and Files
- Setting Up and Using Printers
- Using Applications and Programs

*Computer Safety*
- Keeping Your Computer Data Safe

**Internet Basics**

*Get Started*
- Researching Using the Internet
- Introduction to the Internet
- Web Surfing Basics

*Use the Internet to Communicate*
- Become an Email Expert
- Communicating with Email, Instant Messaging and VOIP

*Use Social Media and Web Tools*
- Introduction to Google Docs, YouTube, CNET and Online Shopping
- Social Networking with Facebook, Twitter and LinkedIn
- Introduction to Blogs, Podcasts and Newsgroups

**Internet Safety**

Protecting Yourself from Malware and Other Online Threats

**Microsoft Office Basics**

- Excel
- Office 365
- Outlook
- PowerPoint
- Word
Career Preparation

Whether patrons want to obtain occupational certification, find a job, advance in their current field, change careers, or join the military, this learning center contains resources to help them achieve their professional goals.

Learn About a Career

- Allied Health
- Caseworker
- Culinary Arts
- Homeland Security
- Law Enforcement
- Legal
- Nursing
- Teaching
- Changing Careers
- Career Information for Veterans

Build Workplace Skills

- Workplace Professionalism
  - Attitude and Teamwork
  - Email Etiquette
  - Workplace Etiquette
- Workplace Time Management
- Workplace Communication
  - Verbal Communication
  - Business Writing
- Networking, Job Search and Interviewing
  - Social Networking
  - Job Interviewing
  - Job Searching
  - Salary Negotiation
  - Resumes and Cover Letters
- U.S. Citizenship
- Canadian Citizenship
- WorkKeys® Assessments Practice Tests
  - Applied Math
  - Applied Technology

Business Writing
- Graphic Literacy
- Workplace Documents
- TOEIC® Practice Tests
  - Speaking and Writing
  - Listening and Reading

Prepare for the Air Traffic Controller Exam (AT-SAT)

Prepare for Allied Health and Social Worker Exams

- ATI TEAS®
- Allied Health Programs Entrance Tests
- Dental Assisting Certification
- Medical Assistant Certification (CMA and RMA)
- Pharmacy Technician Certification (ExCPT® and PTCE)
- Physician Assistant Certification (PANCE®)
- Physical Therapist Assistant Certification
- Radiologic Technologist Certification
- Social Worker Certification (ASWB)
- Surgical Technologist Certification
- Veterinary Technician Certification (VTNE)

Prepare for Civil Service Exams

- Federal, State and Local Civil Service Exams
- Postal Worker Exams

Prepare for Commercial Driver’s License (CDL)

Prepare for Cosmetology Exams

Prepare for Culinary Arts Exams

Prepare for Electrician and Plumbing Exams
Career Preparation

Whether patrons want to obtain occupational certification, find a job, advance in their current field, change careers, or join the military, this learning center contains resources to help them achieve their professional goals.

Prepare for Emergency Medical Services and Firefighter Exams
Prepare for Law Enforcement Exams
  - Corrections Officer
  - Court Officer
  - Homeland Security
    - Border Patrol
    - Treasury Enforcement
  - Police Officer
  - Police Sergeant
  - Probation Officer/Parole Officer
  - RCMP Police Aptitude Test (RPAT)
  - State Trooper/Highway Patrol

Prepare for Military Exams
  - ASVAB
  - Canadian Forces Aptitude Test (CFAT)
  - Military Flight Aptitude
  - Officer Candidate

Prepare for Nursing Exams
  - ATI TEAS®
  - NCLEX-RN
  - NCLEX-PN
  - Nursing Assistant/Nurse Aide Certification

Prepare for Teaching Exams
  - ParaPro Assessment
  - Praxis® Core Tests
  - Praxis® and Praxis® II Subject Assessments
    - Praxis® Early Childhood: Content Knowledge
    - Praxis® Elementary Education: Content Knowledge
    - Praxis® Elementary Education: Multiple Subjects
    - Praxis® Mathematics Content Knowledge
    - Praxis® Middle School: Content Knowledge
    - Praxis® PLT Early Childhood
    - Praxis® PLT Grades K–6
    - Praxis® PLT Grades 5–9
    - Praxis® PLT Grades 7–12
    - Praxis® Special Education: Core Knowledge and Applications
  - NES® Essential Academic Skills Test
  - California CBEST® and CSET®
  - Florida FTCE
  - Georgia GACE® Program Admission
  - Missouri MoGEA
  - Massachusetts MTEL®
  - Texas TExES™

Prepare for the WorkKeys® Assessments
  - WorkKeys® Assessments
    - Applied Math
    - Graphic Literacy
    - Workplace Documents
    - Applied Technology
    - Business Writing

Prepare for the TOEIC®
College Students

With the resources in this learning center, students can achieve their undergraduate goals and prepare for future success.

Math Skills Review
- Developmental Math
  - Data, Graphs and Statistics
  - Decimals
  - Fractions and Mixed Numbers
  - Geometry
  - Integers
  - Measurement
  - Percents
  - Ratios and Proportions
  - Real Numbers
  - Whole Numbers
- Basic Algebra
- Intermediate Algebra
- Geometry
- Introductory Statistics and Probability
- Pre-Calculus
- Calculus
- Logic and Reasoning
- Quantitative Comparison and Word Problems

Reading Skills Review
- Reading Comprehension
  - General Reading
  - Informational Reading
  - Literary Reading
  - Persuasive Reading
- Vocabulary and Spelling
  - Vocabulary and Spelling
  - Synonyms and Antonyms
  - Word Analogies

Grammar and Writing Skills Review
- Grammar
- Writing
  - Writing Skills
  - Essay Writing
  - Public Speaking

Science Skills Review
- Biology
- Chemistry
- General Science
- Physics

Prepare for Graduate School Admissions Exams
- DAT®
- GMAT®
- GRE®
- LSAT®
- MAT®
- MCAT®
- PCAT®

Prepare for College Placement Exams
- Classic ACCUPLACER® Tests
  - Arithmetic
  - College-Level Math
  - Elementary Algebra
  - Reading Comprehension
  - Sentence Skills
  - WritePlacer® Practice Essays
- Next-Generation ACCUPLACER® Tests
  - Reading
  - Writing
College Students

With the resources in this learning center, students can achieve their undergraduate goals and prepare for future success.

Arithmetic
QAS
AAF
ASSET® Tests
College Algebra
Elementary Algebra
Geometry
Intermediate Algebra
Numerical Skills
Reading Skills
Writing Skills
State Placement Test Preparation
Florida PERT
Texas TSI
Prepare for the CLEP® and DSST® Exams
CLEP® Preparation
American Government
American Literature
Analyzing and Interpreting Literature
Biology
Chemistry
College Algebra
College Composition
College Mathematics
English Literature
History of the United States
Human Growth and Development
Humanities
Information Systems
Introduction to Educational Psychology
Introductory Psychology
Introductory Sociology
Natural Sciences
Principles of Management
Principles of Marketing
Social Sciences and History
Spanish Language
DSST® Preparation
Business Mathematics
Computing and Information Technology
Environmental Science
Ethics in America
Fundamentals of College Algebra
Fundamentals of Cybersecurity
Health and Human Development
Human Resource Management
Introduction to Business
Introduction to World Religions
Lifespan Development Psychology
Management Information Systems
Organizational Behavior
Principles of Advanced English Composition
Principles of Public Speaking
Principles of Supervision
Substance Abuse
Technical Writing
Search for Schools and Scholarships
College Success Skills
Organization Strategies
Classroom Success Skills
Getting Academic Support
Information Literacy and Research Skills
Personal Success Skills
High School Equivalency Center

This center contains guided support and preparation resources to help patrons earn a high school equivalency diploma.

Are You Ready?
Skills Check (TABE® 9/10)
Skills Check (TABE® 11/12)

Build Your Basic Skills
Reading
Writing
Math
Grammar
Vocabulary and Spelling

Prepare for the GED® Test
Language Arts
Mathematical Reasoning
Science
Social Studies

GED® en Español
Artes del Lenguaje
Razonamiento Matemático
Estudios Sociales
Ciencia

Prepare for the HiSET®
Language Arts, Reading
Language Arts, Writing
Mathematics
Social Studies
Science

Prepare for the TASC™ Test
Reading
Writing
Mathematics
Social Studies
Science
Prepare for College

Give students the resources they need to explore colleges and prepare for admission. Tutorials, e-books and practice tests familiarize students with the content and format of official college admissions exams. Timed simulations of complete tests are also available.

Explore College
- Find the Right College
- Find Scholarships
- Write Your Best College Essay

Get Ready for the ACT® Test
- English
- Mathematics
- Reading
- Science
- Writing

Guided ACT® Prep Program
- Step 1: Learn About the ACT® Test
- Step 2: Take a Diagnostic Test 1
- Step 3: Focus on English
- Step 4: Focus on Reading
- Step 5: Check Yourself: Take Diagnostic Test 2
- Step 6: Focus on Math
- Step 7: Check Yourself: Take Diagnostic Test 3
- Step 8: Focus on Science
- Step 9: Optional: Focus on the Essay
- Step 10: Final Check: Are You Ready?

Get Ready for the AP® Test
- Biology
- Calculus AB
- Calculus BC
- Chemistry
- Computer Science A
- Computer Science Principles
- English Language and Composition
- English Literature and Composition
- Environmental Science
- European History
- French Language and Culture
- Human Geography
- Macroeconomics
- Microeconomics
- Physics 1
- Physics 2
- Physics C
- Spanish Language and Culture
- Statistics
- U.S. Government and Politics
- U.S. History
- World History: Modern

Get Ready for the PSAT/NMSQT® Test
- Reading
- Writing and Language
- Math

SAT®
- Reading
- Writing and Language
- Math
- Essay

Guided SAT Prep Program
- Step 1: Learn About the SAT® Test
- Step 2: Take a Diagnostic Test 1
- Step 3: Focus on Reading
- Step 4: Check Yourself: Take Diagnostic Test 2
- Step 5: Focus on Math
Prepare for College

Give students the resources they need to explore colleges and prepare for admission. Tutorials, e-books and practice tests familiarize students with the content and format of official college admissions exams. Timed simulations of complete tests are also available.

Step 6: Check Yourself: Take Diagnostic Test 3
Step 7: Focus on Writing and Language
Step 8: Optional: Focus on the Essay
Step 9: Final Check: Are You Ready?

SAT Subject Tests™
- Biology Ecological
- Biology Molecular
- Chemistry
- French
- Literature
- Mathematics Level 1
- Mathematics Level 2
- Physics
- Spanish
- U.S. History
- World History

TOEFL iBT®
- Listening
- Reading
- Speaking
- Writing

IELTS™
- Academic
- General Training

Prepare for College Placement Tests
- Classic ACCUPLACER® Tests
  - Arithmetic
  - College-Level Math
  - Elementary Algebra
  - Reading Comprehension

Sentence Skills
Sentence Skills
WritePlacer® Practice Essays
Next-Generation ACCUPLACER® Tests
- Reading
- Writing
- Arithmetic
- QAS
- AAF

ASSET® Tests
- College Algebra
- Elementary Algebra
- Geometry
- Intermediate Algebra
- Numerical Skills
- Reading Skills
- Writing Skills
School Center

This learning center offers skill-building resources for classroom and homework success at the elementary, middle and high school levels.

Elementary School

Mathematics Skills Improvement
- Geometry
- Measurement and Data
- Numbers and Operations
- Operations and Algebraic Thinking

English Language Arts Skills Improvement
- Informational Reading
- Literature Reading
- Writing and Language

Middle School

Mathematics Skills Improvement
- Expressions and Equations
- Functions
- Geometry
- Number System
- Ratios and Proportional Relationships
- Statistics and Probability

English Language Arts Skills Improvement
- Informational Reading
- Literature Reading
- Writing and Language

Social Studies Skills Improvement
- American History
- Geography

High School Entrance Exam Preparation
- COOP
- HSPT
- SHSAT
- SSAT
- ISEE®

High School

Mathematics Skills Improvement
- Algebra
- Functions
- Geometry
- Number and Quantity
- Quantitative Comparison
- Statistics and Probability

English Language Arts Skills Improvement
- Informational Reading
- Literature Reading
- Writing and Language
- Vocabulary and Spelling Skills
- Word Analogies
- Synonyms and Antonyms

Science Skills Improvement
- Biology
- Chemistry
- Earth Science

Social Studies Skills Improvement
- American History
- Civics
- Geography

Technology Skills Improvement
- Computing and Information Technology
- Information Systems
- Management Information Systems
- Technical Writing

Logic and Reasoning Skills Improvement
Recursos Para Hispanohablantes

Herramientas de aprendizaje, carrera y ciudadanía en español.

 Mejore sus habilidades escritas, orales y gramaticales
   Curso de Habilidades Gramaticales
   Escritura

 Sea major lector
   Curso de Habilidades de Lectura
   Vocabulario y Ortografía
   Comprensión de Lectura

 Desarrolle sus habilidades matemáticas
   Curso de Matematicas Basicas
   Comparación Cuantitativa

 Prepárese para el examen de GED®
   Aprenda Sobre el Nuevo Examen de GED
   Razonamiento a través de las Artes del Lenguaje
   Razonamiento Matemático
   Estudios Sociales
   Ciencia

 Sea ciudadano estadounidense
   Prepárese para su Examen de Ciudadanía
   Gane su Tarjeta Verde

Ready to take the next step?

Request a Demo