

Training FOR Security, BY Security

# **COURSE CATALOG**



www.SecurityCEU.com

Spring 2017

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Welcome to the **SecurityCEU.com** Course Catalog. The following catalog outlines our most recent information on our certification and continuing education courses. The courses offered on this site are approved for numerous continuing education credits at both the national and state level, including AL, LA, MS, NC, NJ and TN. For details on all our continuing education information, check out the course descriptions located at **www.SecurityCEU.com**.

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Full Year Acces

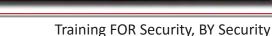
SecurityCEU.com offers online training to meet your security, fire and life safety certification and continuing education training needs. Courses on topics such as IP Video, IP Networking, Access Control, Troubleshooting, and Customer Service are available. We provide a flexible and easy-to-use format on the hottest content available on the Internet. Many security manufacturers and integrators have standardized on our course content to train their technicians and sales teams.

**SecurityCEU.com** offers many flexible pricing strategies, including our volume pricing Library Model. The Library Model allows companies to purchase EVERY course in this catalog for one low price. This is a very popular model. Organizations who wish to purchase multiple user licenses should contact us for a quote. We can be reached at sales@securityceu.com or by calling 502-254-1590, ext. 101.

Thank you for your interest in SecurityCEU.com!









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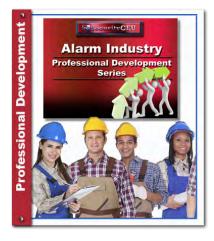
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## SecurityCEU.com Course Descriptions

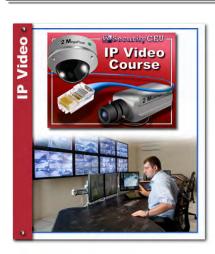


12 Hours Approved for state licensing CEUs in: LA, MS. AL - Modules 1, 3, 4, 5, 6, 7 and 9.

#### Alarm Industry Professional Development Series

This series is approved for 12 hours of CEUs and helps students maintain their certifications. The course content spans the spectrum of industryspecific job concerns, covering best practices, troubleshooting, and both established and emerging technologies such as IP networking. This series is comprised of nine (9) modules:

- Module 1: Basic Individual Safety
- Module 2: False Alarm Reduction
- Module 3: Troubleshooting Basic Tools and Techniques
- Module 4: Troubleshooting IP Networks
- Module 5: IP Video Overview
- Module 6: Wireless Components and Physics
- Module 7: Wireless Standards
- Module 8: Troubleshooting Wireless Systems
- Module 9: Customer Service in the Security Industry



9 Hours

Approved for state licensing CEUs in: AL, LA, MS, NJ, and TN.

NC - Modules 1, 3, 5, 7 & 9. SD - Modules 1, 2, 7, 8 & 9.

#### **IP Video**

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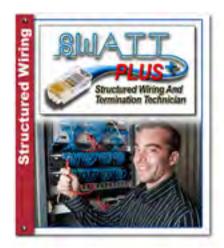
The IP Video certification is a comprehensive series of 9 modules that you will teach you everything you need to know about today's advanced Video Surveillance Systems. Covering everything from basic system components and design, to equipment selection, installation, and integration with existing analog systems, IP Video will put you on the cutting edge of the field. This certification is comprised of the following modules:

- Module 1: IP Video Overview
- Module 2: IP Video Basic Networking
- Module 3: Compression and Transmitting Video over the Network
- Module 4: IP Cameras
- Module 5: Lenses and Lighting
- Module 6: Digital Video Monitors and Storage
- Module 7: Software Applications
- Module 8: IP Video Integration
  - Module 9: Legal Issues

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6 hours Approved for state licensing CEUs in: AL, LA, MS, NJ, SD and TN. PAGE 4

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#### Structured Wiring and Termination Technician (SWATT)

The SWATT Certification is a 5 course, 6 hour series and teaches you everything you need to know about planning, running and terminating structured wiring. The course covers network cabling and their various termination standards. The course also covers phone cabling and punchdown blocks, coaxial cabling as well as tools required to finish the job.

Included in this series:

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- Module 1 Architecture
- Module 2 Components and Tools
  - Module 3 Installations
  - Module 4 Terminations
  - Module 5 Testing and Documentation



6 Hours Approved for state licensing CEUs in: AL, LA, MS, NJ, and TN.

NC - Modules 2, 4 & 6. SD- Module 6.

#### Access Control Specialist Level I (ACS)

The Access Control Specialist Level One certification is the industry's standard for understanding the basics of access control. The series is divided into six courses that cover everything from the basic overview and history of access control systems up to modern day biometric and smartcard applications. After taking all six courses in the certification series you are authorized to take the Access Control Specialist Level One online exam. Passage of this exam provides instant certification with all the credentials that accompany it.

Included in this series:

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- Module 1: Access Control Overview
- Module 2: Credentials
- Module 3: Binary and Card Data Formats
- Module 4: Smartcards
- Module 5: Biometrics
- Module 6: IP Conversion

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6 Hours Approved for state licensing CEUs in: AL, LA, MS, NJ, and TN.

SD - Modules 1, 3, 4, 5 & 6.

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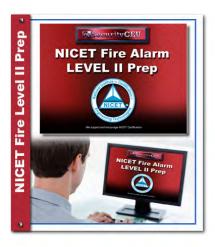
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#### **NICET Fire Alarm Level I Preparatory Course**

The NICET Fire Alarm Level I preparatory course will help you study and prepare for your NICET Level I exam. This course is newly updated to align with NICET's revamped testing process and covers the material you can expect on the NICET Level I exam. The course is also a great learning opportunity even for those technicians who don't wish to take the NICET exam.

Included in this series:

- Module 1: Fire Alarm System Overview
- Module 2: Fire Alarm Codes and Standards
- Module 3: Interpreting the National Fire Alarm Code
- Module 4: Fire Alarm Installation Techniques
- Module 5: Fire Alarm System Devices
- Module 6: Fire Alarm Wiring Methods



8 Hours

Approved for state licensing CEUs in: AL, LA, MS, NJ, and TN.

SD- Modules 1, 2, 3, 4, 5 & 8.

#### **NICET Fire Alarm Level II Preparatory Course**

The NICET Fire Alarm Level II preparatory course is designed to prepare you to take NICET's Fire Alarm Level II exam. This 8 module series will cover the topics you can expect to encounter. The course is also a great learning opportunity even for those technicians who don't wish to take the NICET exam.

Included in this series:

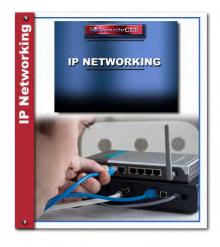
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- Module 1: Fire Alarm System Occupancy Classifications
- Module 2: Fire Alarm System Plans and Drawings
- Module 3: Fire Alarm System Site Conditions
- Module 4: Fire Alarm System Installations
- Module 5: Fire Alarm System Basic Electricity and Power Supplies
  - Module 6: Fire Alarm System Commissioning and Testing
- Module 7: Fire Alarm System Startup and Programming
  - Module 8: Fire Alarm System Troubleshooting

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5 Hours Approved for state licensing CEUs in: AL, LA, MS, NJ, and TN. NC - Modules 2 & 4.

SD - Modules 1 & 4.

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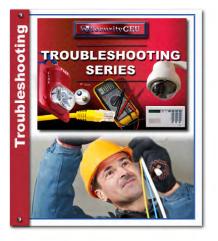
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#### **IP Networking for Security**

IP Networking can be complex and confusing. The use of acronyms and an ever-changing landscape certainly does not make it any easier to learn and understand. In this course, we start with the very basics and work our way toward the more complex aspects of IP Networks. The course focuses on elements that a security professional will likely encounter and is written with a security perspective. Even those with a good understanding of the technology will benefit from this course.

Included in this series:

- Module 1: Basic Networking
- Module 2: Common Network Protocols
- Module 3: Network Transmission Mediums
- Module 4: Networking Hardware
- Module 5: Network Administration and Security



3 Hours Approved for state licensing CEUs in: AL, LA, MS, NJ, SD and TN.

NC - Module 2.

#### **Troubleshooting Series**

The Troubleshooting Series is designed specifically to address the needs of the technician in the field. The modules begin with the basics of electricity and circuits and move on to general troubleshooting techniques and tools that every technician in the field should be familiar with, regardless of the type of system they install. The modules then progress to specific topics and speak directly to the nuances, tools and techniques particular to that topic.

Included in this series:

- Modue 1: Troubleshooting: Basic Electricity and Circuits
- Modue 2: Troubleshooting: Tools and Techniques
  - Modue 3: Troubleshooting: IP Networks

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3 Hours Approved for state licensing CEUs in: AL, LA, MS, NJ, SD and TN.

#### **Codes and Standards Series**

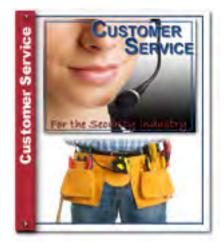
The Codes and Standards Series is designed to teach technicians in the low voltage industry about the various governing bodies that set standards for the services they provide. This series also covers the codes that must be followed when installing and maintaining these systems. The various codes can be difficult to find and interpret after locating them. These courses are designed to teach the student how the respective code books and publications are organized and how to reference and cross-reference. The goal is to teach the student HOW to effectively reference the codes and interpret them, not teach the individual codes and standards.

Included in this series:

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- Codes and Standards Overview
- Reading and Interpreting the NEC
- Reading and Interpreting the NFPA72



3 Hours Approved for state licensing CEUs in: AL, LA, MS, NC, NJ and TN.

#### **Customer Service in the Security Industry**

Everybody who deals with customers becomes the face of the organization to the end user. It is critical that all employees have the basic skills necessary to professionally communicate with customers regardless of the situation. This course goes through the basics of communicating with users, making customers feel positive about the interactions and dealing with difficult circumstances.

Included in this series:

- Module 1: Communications
- Module 2: Enhanced Customer Service Skills
- Module 3: Handling Difficult Customer Situations

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#### Writing Effective Incident Reports

This course provides a thorough overview on the key aspects of crafting an effective incident report. Given the unique legal implications of such reports, it is critical that security professionals understand the proper way to document witnesses, evidence and events for their organization as well as public safety and law enforcement officials.

This course will cover the following topics:

- Overview
- Objectives

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- Report Types
  - Inference versus fact
  - The importance of details
- Avoiding the appearance of bias
- Professional business documentation
- Clear and concise writing
- Wording Spoken and written
- Sequencing events
- Witnesses
- Creating documentation to withstand legal scrutiny
- Sample documents



3 Hours Approved for state licensing CEUs in: AL, LA, MS, NC, NJ and TN. SD - Module 3

#### **Wireless Technologies**

The Wireless Technologies course is an in-depth series that provides a detailed look at the advantages and challenges presented by the installation of wireless alarm systems. The course components include instruction on wireless devices, a look at wireless standards, and troubleshooting techniques to use with wireless systems.

The Wireless Technologies series is composed of three high-quality modules:

- Wireless Components and Physics
- Wireless Standards
- Troubleshooting Wireless Systems

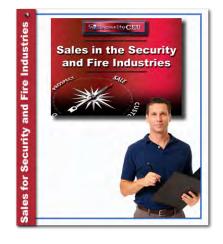
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4 Hours

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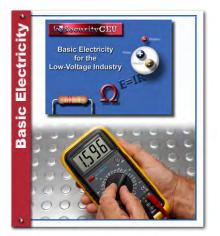
#### Sales in the Security Industry

This course was developed specifically for sales professionals in the security industry. The concept of the sales cycle is simple to understand, but the nuances of making it work effectively on a consistent basis can be elusive. We discuss tried and true methods along with best practices to make your sales efforts more productive. Even seasoned sales professionals will come away with strategies to improve their results.

The (4) one-hour modules are: Prepare, Present, Propose and Process

This course will cover the following topics:

- Sales vs. Marketing
- New product introductions
- Opening a discussion
- Understanding the customer's needs
- Handling objections
- Competitive presentations
- Strategic selling
- Selling a relationship
- Closing the sale
- Maintaining the relationship



1 Hour Approved for state licensing CEUs in: AL, LA, MS, NJ, SD and TN.

#### Basic Electricity for the Low-voltage Industry

The Basic Electricity course is designed to prepare you for all of the basic electrical skills needed in the low voltage industry. It is important for you to be familiar with the essentials of electricity and its uses. This course provides an extensive review of electrical theory and circuit types, as well as related formulas, calculations and conversions.

Included in this module:

- Overview
  - Ionization / Polarity
- Atoms

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- Electrons
- Frequency
- Voltage
- Current
- Resistance
- Circuits

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1 Hour

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#### **Basic Mathematics**

The Basic Mathematics course is designed to prepare you for the basic math skills needed in the Security Industry. It is important that you be able to convert decimal feet and inches to fractional feet and inches and vice versa. Other vital skills this course covers are calculating length, area, volume and temperature. It also discusses the equations used in scientific and engineering notation, as well as how to calculate gain and loss using decimals.

This course will cover the following topics:

Overview

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- Calculating percentages
  - Converting fractions and decimals
  - Calculating areas
- Calculating volumes
  - Scientific and Engineering notation
- Decibels
- Interpreting graphs
  - Geometric equations
- Basic Physical Science Science

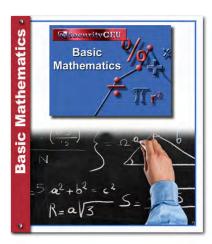
1 Hour Approved for state licensing CEUs in: AL, LA, MS and TN.

#### **Basic Physical Science**

The Basic Physical Science course will cover four branches of physical science: Chemistry, Electricity, Heat and Mechanics and how they apply to the Security Industry.

Included in this module:

- Overview
- Matter
- Volume
- Density
- Thermal Energy
- Conduction/Convection
- Electricity
- Current and Voltage
- Magnetism and Polarity
- Mechanical Energy / Kinetics
  - Fluid Mechanics



Approved for state licensing

CEUs in: AL, LA, MS, NJ and TN.

Basic

**First Aid** 

Approved for state licensing CEUs in: AL, LA, MS, NC, NJ, SD

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**Basic First** 

1 Hour

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#### **Basic First Aid**

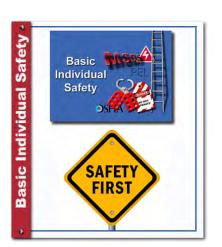
The Basic First Aid course is designed to prepare you for the inevitable emergency situations that arise during your career. It is important that you be prepared to administer first aid when the need presents itself. This course includes the Heimlich maneuver, stroke, hyperthermia, moving injured victims, and a variety of stabilization techniques.

Included with this module:

- Overview
- Emergency Guidelines
- Scene Safety
- Victim Assessment
  - Spinal Injuries
  - Shock
  - Burns

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- Hypothermia
- Excessive Bleeding
- Stroke
- Heimlich Maneuver
  - CPR



1 Hour

Approved for state licensing CEUs in: AL, LA, MS, NC, NJ, SD and TN.

#### **Basic Individual Safety**

The Basic Individual Safety course is designed to prepare you for basic individual safety skills that should be practiced on a daily basis when working on the job. You should be able to identify and mitigate hazardous work conditions in an on-site environment. Additionally, it is vital to wear protective clothing to create a safe working environment as established by OSHA requirements.

Included in this module:

- Overview
- OSHA
  - Hazardous Conditions
- lnjuries

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- Fire Stages
- Ladders and Scaffolding
- Confined Spaces
  - Hazardous Materials
  - Protective Clothing

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## **School Safety and Security**





The Certified School Security Professional (CSSP) is a three (3) level training program to help school security practitioners and parents answer the question "How do we protect our children when they are at school and away from our home?"

#### CSSP Level I - Introducing the Issues:

CSSP Level I provides training on the awareness of K-12 school security problems and the associated legislative landscape. Learners will be made aware of the broad range of challenges schools need to consider when creating comprehensive security plans.

CSSP level I is anticipated to meet the needs of individuals interested in familiarizing themselves with school security and safety issues. It also serves as an introduction to these issues for school level officials, security practitioners, and school security committees.



#### CSSP Level II:

Level II (CSSP-II) will introduce the learner to security assessments, mitigation strategies and security planning. The learner's will also be presented with additional lessons learned developed by government agency and peer reviewed reports.

CSSP level II is intended for school level officials, security practitioners, and school security committees.



#### CSSP Level III:

Level III (CSSP-III) will provide a more in depth training on security and emergency management planning, including Federal NIMS and ICS. Training includes the concepts of Planning, Preparedness, Response & Recovery.

CSSP level III is intended for school level officials, security practitioners, and school security committees.

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## **Business Skills and Communications**

SecurityCEU.com is proud to have established a partnership with Matterhorn Consulting to offer courses developed by Paul Boucherle in an online format to our customers.





#### Effective Communication Skills for Technicians and Installers

Technicians and Installers (T&I) are the face of an organization to your most valuable asset, customers! How they communicate with a customer both verbally and non-verbally can have a tremendous impact on the customer relationship. It can also help or hinder referrals. T&I may or may not be effectively interacting with their organization's sales team, project managers, and management.

The content in this course will help build T&I communication skills and why they are important to their career and your company. Real world examples of what a technician/installer experiences in the field and inside the company will help them recognize and improve their communication skills. The result is more productivity, more effective operations, happier customers and giving T&I more confidence.

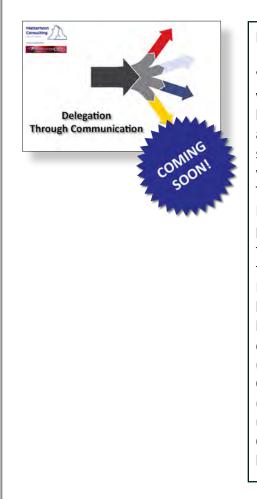
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#### **Delegation Through Communication**

When done properly, delegation allows you to focus on the critical and high value parts of your work. When done poorly, you will double your work load! The two biggest paybacks for good delegation through communication are less stress every day and higher productivity. Less stress means more satisfaction with your work day and more fun in your personal life. We all want to make a difference. Good communication enables that to happen. The 6C method gets everyone on the same page and keeps them together. It sets clear expectations, commitment and establishes mutual respect. This program will help build your confidence by providing an effective method that will enable you to communicate and delegate more effectively every time.

Delegating is probably the most challenging task a manager or supervisor has. Your business style may "blind" you when you communicate. Just because you said it does not mean they "got it." Our program will take delegating to a higher level of effectiveness. The 6C's include: Capable (can person to whom you are delegating do what you are asking); Communication (is your communication clear and concise); Commitment (do you have buy-in; are you both on the same page); Consequences (set up checkpoints throughout the task; set up time frames and accountability); Coaching (developing your team) and Consistency (make this part of your business skill set).

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## Make your training work for YOU!

### Welcome to SecurityCEU.com's Technician Certification Program!

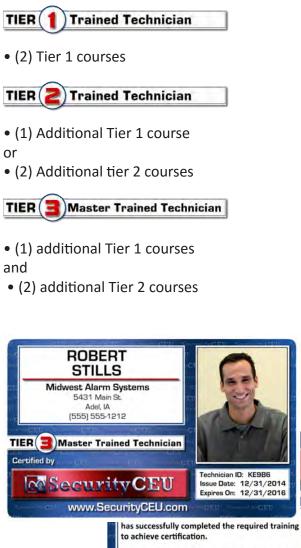
The SecurityCEU.com Technician Certification Program offers some outstanding benefits for both you and your customers. This credential identifies you as a trained security professional. After the certification levels, you may order a credential with your picture, company name and phone number. Your customers can also scan a QR code on the back of the credential or enter your SecurityCEU.com Technician ID number into our portal to further verify your identity and review your completed training transcript.

IDEO

Scan code for advanced

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You can verify this individual's identity and view his or her completed courses by scanning the QR code with a smart phone or enter the following web address into your computer's web browser: www.SecurityCEU.com/verify

Tier 1 Courses	Hours
IP Video	9
IP Networking for Security	5
Access Control Specialist	6
NICET Fire Alarm Systems Prep Level I	8
NICET Fire Alarm Systems Prep Level II	8
Structured Wiring and Termination Technician	6
Tier 2 Courses	Hours
Troubleshooting	5
Codes and Standards	3
Customer Service in the Security Industry	3
Wireless Technologies	З
Sales in the Security Industry	4
Writing Effective Incident Reports	1
Basic Electricity for the Low-voltage Industry	1
Basic Mathematics	1
Basic Physical Science	1
Basic First Aid	1
Basic Individual Safety	1



The QR code and verification portal allows you to keep track of your earned CEUs and renewal dates for certification. The credential can also be used by certifying agencies to view your earned CEUs to apply towards current certifications.