



# FEDEX

## Continuous Credit Recommendation Guide

The following courses have been evaluated by Corporate Articulation to potentially fulfill General Education or Elective credits for an Undergraduate Degree. In order to potentially receive any of the credits recommended below, students should submit supporting documents to Prior Learning Assessment. For more information on PLA visit: [ecampus.phoenix.edu/pla](http://ecampus.phoenix.edu/pla) or contact the department toll free at 866-440-4707.

There are fees associated with your PLA submission. However, you may be eligible for PLA benefits. Please contact your Finance Advisor for more information.

PLA will not award credit for certifications or coursework that duplicates the content of credits earned through PLA, transfer credit, National Testing Program credit or University of Phoenix. Clock hour to semester credit hour conversions are made by the University using current U.S. Department of Education standards.

**University of Phoenix Equivalency:** General Education or Elective category to which credit can be applied.

**Combinable:** Courses may only be combined with courses of similar content and General Education/Elective areas.

**Non-Academic:** Lack of college level theory and/or principle necessary for credit recognition. Company specific and skill-based training.

**Too Few Hours:** Courses/training that cannot receive credit because they are less than 1 hour total in length. Similar content in a 1(+) hour timeframe may be eligible for credit.

**Applicable Hours:** Indicates the total amount of actual learning time. Any breaks or lunch time included in the initial clock hours have been removed.

Updated: 09/16/2019

The credit awards shown are for informative purposes, state and program limits on Prior Learning Assessment credit may apply. \* Continuous

| Course Number | Course Title   | Delivery Method | Course Year | Course Length | Applicable Hours | Credits Recommended | University of Phoenix Equivalency |
|---------------|--|-----------------|-------------|---------------|------------------|---------------------|-----------------------------------|
| 4709          | Internal Customer Service  | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 7353          | Working with Difficult People: How to Work with Aggressive People      | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5765          | Management Essentials: Caring About Your Direct Reports                | Self-Paced      | *           | 1 Hour(s)     | 0                | 0.0                 | Non-Academic                      |
| 4032          | Getting Results Without Authority: Persuasive Communication            | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 9385          | Setting and Managing Priorities within the Organization: Communication | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5433          | Leading an Effective Business Meeting                                  | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 9906          | Techniques for Improved Time Management                                | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 417           | An Essential Guide to Giving Feedback                                  | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 8590          | Problem Solving: Digging Deeper  | Self-Paced      | *           | 0.5 Hour(s)   | 0.25             | Combinable          | Interdisciplinary/Elective        |

| Course Number | Course Title   | Delivery Method | Course Year | Course Length | Applicable Hours | Credits Recommended | University of Phoenix Equivalency |
|---------------|--|-----------------|-------------|---------------|------------------|---------------------|-----------------------------------|
| 2469          | Decision Making: The Fundamentals                                    | Self-Paced      | *           | 0.5 Hour(s)   | 0.25             | Combinable          | Interdisciplinary/Elective        |
| 4049          | Getting Started with Excel 2010                                      | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 4089          | Getting Started With Word 2010                                       | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5413          | Leadership Essentials: Creating Your Own Leadership Development Plan | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 693           | Basic Features of Excel 2003   | Self-Paced      | *           | 3 Hour(s)     | 1.5              | Combinable          | Interdisciplinary/Elective        |
| 8596          | Problem Solving: The Fundamentals                                    | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 4063          | Getting Started with Outlook 2010                                    | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 530           | Applying Basic Data Formatting in Excel 2010                         | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5480          | Lean and Six Sigma   | Self-Paced      | *           | 2 Hour(s)     | 1                | Combinable          | Interdisciplinary/Elective        |
| 7131          | Moving and Getting Around in Excel 2010                              | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 10438         | Time Management: Planning and Prioritizing Your Time                 | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 1034          | Change Leadership  | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 5481          | Lean Concepts  | Self-Paced      | *           | 3.5 Hour(s)   | 1.75             | Combinable          | Interdisciplinary/Elective        |
| 11073         | What Is Systems Thinking?  | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 4067          | Getting Started with PowerPoint 2010                                 | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 10413         | The Voice of Leadership: Self-assessment and Motivation              | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 10694         | Using Basic Formulas in Excel 2010                                   | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 3130          | Elements of a Cohesive Team  | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 4791          | Introducing Windows XP   | Self-Paced      | *           | 1.25 Hour(s)  | 0.63             | Combinable          | Interdisciplinary/Elective        |
| 10719         | Using E-mail and Instant Messaging Effectively                       | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5440          | Leading Effective Business Meetings                                  | Self-Paced      | *           | 2.5 Hour(s)   | 1.25             | Combinable          | Interdisciplinary/Elective        |
| 729           | Behavior: Putting Your Best Foot Forward                             | Self-Paced      | *           | 4 Hour(s)     | 2                | Combinable          | Interdisciplinary/Elective        |
| 736           | Being an Effective Team Member                                       | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 3730          | Formatting and Working with Text in Word 2010                        | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |

| Course Number | Course Title   | Delivery Method | Course Year | Course Length | Applicable Hours | Credits Recommended | University of Phoenix Equivalency |
|---------------|--|-----------------|-------------|---------------|------------------|---------------------|-----------------------------------|
| 5421          | Leadership Essentials: Leading with Emotional Intelligence | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 4048          | Getting Started with Excel 2007                            | Self-Paced      | *           | 2 Hour(s)     | 1                | Combinable          | Interdisciplinary/Elective        |
| 10695         | Using Basic Functions with Excel 2010                      | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5423          | Leadership Essentials: Motivating Employees                | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 11394         | Workplace Conflict: Recognizing and Responding to Conflict | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |
| 5874          | Managing Effective Business Meetings                       | Self-Paced      | *           | 1 Hour(s)     | 0.5              | Combinable          | Interdisciplinary/Elective        |

The University's Central Administration is located at 4025 S. Riverpoint Parkway, Phoenix, AZ 85040. University of Phoenix is accredited by The Higher Learning Commission and is a member of the North Central Association. © 2019 University of Phoenix, Inc. All rights reserved.