



# Salesforce Administrator

Externally-recognized. Job-relevant. Future-ready.

Prepare for in-demand jobs by earning a **Salesforce Administrator** credentialed certificate from Foundry College.

**4.2**  
million jobs

are forecast to be created in Salesforce's ecosystem by 2024.

## Earn the Salesforce Admin Super Set credential

- Lightning Experience Reports & Dashboards Specialist
- Security Specialist
- Business Administration Specialist

### Salesforce Admin Super Set Foundations

Learn the basics of the Salesforce platform and become familiar with the vocabulary, functions, and interface of the software. You'll create and modify reports and dashboards, manage access to ensure data security, customize an organization's data model, and manage users.

### Salesforce Admin Super Set Skills

Continue building your knowledge of the Salesforce ecosystem as you set up a mobile interface, build your own apps to achieve company goals, learn and deploy industry-standard identity and access management tools, and customize an organization's Salesforce platform to achieve business goals.

What makes the Foundry College experience unique?



**LIVE INSTRUCTION**

Go beyond the lecture and learn alongside your classmates - in real time - with role-playing, breakout groups, and active learning exercises.



**ONLINE SETTING**

Classes are conducted entirely in the online classroom, with no pre-work or homework assigned.



**REAL COMMUNITY**

Actively engage with your professor and fellow students throughout the class, and work directly with your personal coach and peer mentors.



**FOUNDRY**  
COLLEGE

Foundry College provides the first durable professional skills education that ends in a job credential. Get started today at [foundrycollege.org/futureready](https://foundrycollege.org/futureready)

# Designed for future-ready adults



The six-course certificate provides a well-rounded framework for success by including these professional skills courses.

## Managing Yourself at Work

Learn to organize your work, recognize and manage emotions, develop personal responsibility, and stay motivated.

## Practical Problem Solving

Learn to frame and solve a wide range of problems in various professional contexts.

## Clear Communication

Learn to read and write precisely, listen well, communicate clearly in group settings, and interpret visual communications.

## Working with Others

Learn to collaborate and negotiate effectively, work well in teams, and build professional relationships.

**“I had started Trailhead and gotten lost along the trail. If you are interested in filling up your toolbox with useful skills and knowledge, this program is for you! Every single class had something that I could use in my job.”**

**Lacy Applegate**  
Foundry College graduate,  
Salesforce administrator  
credentialed certificate

**Top  
4**

*Employers say the most in-demand 21st century skills are oral and written communication, collaboration, and problem solving.*

## Start the simple admissions process today!

Foundry College's admissions process makes it quick and easy for anyone to apply. It's free to submit the online application, and no test scores are required.

### **STEP 1** Complete the Online Application

Our application form is quick to complete. And best of all, there's absolutely no fee to apply!

### **STEP 2** Advance Through the Admissions Portal

Respond to writing prompts; complete an online assessment; and upload a photo of your government-issued photo ID.

### **STEP 3** Obtain and Submit Documentation

Provide record of high school graduation or GED completion.

**Be future-ready.  
Be Foundry College.**



Get started at  
**FOUNDRYCOLLEGE.ORG/futureready**