

## Personal Development

Oct.-Dec. 2019



### NEW! Introduction to Podcasting

If you are interested in podcasting as a marketing tool for you or your business, join us for this information packed class about podcasting. Discussion will include the mechanics behind the finished product (recording, editing, up/down loading, etc.), establishing an idea/approach, and boosting your brand with relevant content to drive your audience to subscribe.

This class is offered via distance technology from York.

**Keyword: Podcasting**

Nov. 12	T	6-9 p.m.	\$39
Plattsmouth, PLLC, 102		Roush	AREA-1405-PLFA

### NEW! Poetry A, B, C's

Poetry is one way of using language to express thoughts and feelings. Discover style, cadence, punctuation, and grammar as we explore the ABC's of poetry through readings, oral presentations and our personal writings. The skills you learn in this class will be useful in any beginning writing course, too.

Bring paper and pencil or a charged PC along with a dose of curiosity and interest.

**Keyword: Poetry**

Oct. 15-29	T	1-2 p.m.	\$29
Plattsmouth, PLLC, 101		Farmer	AREA-9029-PLFA

### The Core of the Story

Give your readers a perfect escape by taking them on a journey. This class will teach you how to create the roadmap your story needs, limit your loose ends and include all the expected beats and tropes in both romance and fantasy genres. Learn how to plot your character's journey.

The instructor has published works under various pen names in both romance and fantasy genres.

**Keyword: Story**

#### *The Core of the Story: Plotting Fantasy*

Nov. 12	T	6:30-8:30 p.m.	\$19
Plattsmouth, PLLC, 102		Callahan	AREA-6700-PLFA

#### *The Core of the Story: Plotting Romance*

Dec. 3	T	9:30-11:30 a.m.	\$19
Plattsmouth, PLLC, 102		Callahan	AREA-6700-PLFB

### Publish Your Writing

If you want to make a living as a writer, you need to treat it as a business. This includes your public persona, use of a pen name, etiquette, social media, managing time, discipline of writing, covers and editing, and genre/niche analysis. Discussion of querying agents and publishers will be included.

**Keyword: Writing**

Nov. 9	S	9-11 a.m.	\$19
Plattsmouth, PLLC, 101		Callahan	AREA-0146-PLFA

### Community Leadership Program

This course will outline the knowledge, skills and resources required for success as a community leader. Students will study how ordinary people can emerge as leaders who can best serve their communities in elected, appointed or volunteer positions. Community groups, organizations, local governing bodies and special-purpose districts are in constant need of new ideas to overcome various issues. Lecture, resource hunting and practical table-top exercises prepare students to use the knowledge and skills acquired for their new real world role as a community leader.

The instructor is a retired Navy Master Training Specialist who has taught leadership and ethics courses at various locations throughout the world, including the United States Naval Academy.

**Keyword: Leadership**

Nov. 7-21	Th	6:30-8:30 p.m.	\$49
Plattsmouth, PLLC, 102		Tilson	AREA-6834-PLFA

## FREE TRAINING

For information on financial assistance options, visit [www.southeast.edu/cefinassist](http://www.southeast.edu/cefinassist)

### Location Key

Plattsmouth, PLLC..... Learning Center at Plattsmouth, 537 Main St.

For more information, contact **Lyn Belitz** at 800-828-0072, ext. 2298, or [lbelitz@southeast.edu](mailto:lbelitz@southeast.edu)

Check out all classes offered at [www.southeast.edu/PlattsmouthLC](http://www.southeast.edu/PlattsmouthLC)

Find us on Facebook at [www.facebook.com/SCCLearningCenteratPlattsmouth](http://www.facebook.com/SCCLearningCenteratPlattsmouth)

**Cancellation/Refund Policy:** You must call the Continuing Education office at 402-437-2700 or 800-828-0072 the day before the class begins to receive a 100% refund. If you call the day of the class or after it has started, no refund will be issued. If a class is cancelled or student drops (according to the refund policy), refunds will be issued to the student, unless a third party has been formally billed by SCC Business Office. **ADA Reasonable Accommodations:** SCC provides services and reasonable accommodations to allow persons with disabilities to participate in educational programs and other College activities. For information on requesting ADA reasonable accommodations, contact the SCC Area Access/Equity/Diversity Office.

## Medicare Annual Enrollment

From year to year, Medicare Part D plans and Medicare Advantage plans can change drastically. Plans can change their premiums, copays, and the drugs covered. This means that the plan you have this year may not be the best for you next year.

Trained Medicare counselors available at each enrollment event to help you review your Part D and Medicare Advantage plan coverage for 2020. Bring your red, white and blue Medicare card and your list of prescription medications. Nebraska SHIP will cover cost.

**To schedule an appointment,** call the Volunteering Assisting Seniors at 402-444-6617.

Oct. 25 F 10 a.m.-1 p.m. Plattsmouth, PLLC, 102

## Babysitting 101

Ages 10-14

This interactive class will help you become a safe babysitter as it covers all aspects of being a great babysitter. You will learn about the business of babysitting, child development, safety, and fun ways to keep children entertained.

This class is offered via distance technology from Hebron.

**Keyword: Babysitting**

Oct. 5 S 9 a.m.-Noon \$29  
Plattsmouth, PLLC, 102 Fangmeier AREA-6399-PLFA

### Location Key

Plattsmouth, PLLC..... Learning Center at Plattsmouth, 537 Main St.

## FREE TRAINING

For information on financial assistance options, visit [www.southeast.edu/cefnassist](http://www.southeast.edu/cefnassist)

For more information, contact **Lyn Belitz** at 800-828-0072, ext. 2298, or [lbelitz@southeast.edu](mailto:lbelitz@southeast.edu)

## Beginning Women's Primal Self Defense

This basic level course, taught by 88 Tactical, offers a good starting point for women, 12 years old or older. Students will learn situational awareness and practice conflict de-escalation. This course primarily addresses how to deal with verbal confrontations, but students also learn some basic moves to defend themselves against a physical attack.

Students get the chance to use full-force techniques against a staff instructor donning specially designed protective gear.

This class is geared towards women, but anyone is encouraged to attend.

**Keyword: Defense**

Nov. 2 S 8:30 a.m-12:30 p.m. \$89  
Plattsmouth, PLLC, Comm 88 Tactical AREA-8501-PLFA

## Enhance Your Public Speaking

One of the most valuable skills is one of the hardest. Through discussion, peer reviews and hands on experience, you will leave this class with an enhanced comfort to take on your next public speaking event.

Class meets Dec. 9 from 6-9 p.m. and Dec. 16 from 6-8 p.m. This class is offered via distance technology from York.



**Keyword: Speaking**

Dec. 9-16 M See Desc. \$89  
Plattsmouth, PLLC Roush BSAD-7328-PLFA



## Registration Form - Non-Credit Course

Today's Date

PLEASE PRINT

Complete this form with payment information and send via mail to Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510 OR FAX to 402-437-2703

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit [www.southeast.edu/collegecatalog](http://www.southeast.edu/collegecatalog) for additional information.

Social Security Number OR SCC Student ID Number	Birth Date	Name: Last	First	Middle Initial
Residence Mailing Address	City	State	Zip	County #
Email Address	Cell Phone	<input type="checkbox"/> Home <input type="checkbox"/> Business Phone		
I identify as: <input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Nebraska Resident <input type="checkbox"/> Non-Resident	Ethnicity (select one): <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Race (Select one or more): <input type="checkbox"/> White <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian/Other Pacific Islander	<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Black/African-American

COURSE NUMBER	TITLE	START DATE	COST
-	-	-	\$
-	-	-	\$
-	-	-	\$
-	-	-	\$

### SIGNATURE

Check  Cash  Mastercard  AMEX  Discover  VISA V Code \_\_\_\_\_  
Name as it appears on card: \_\_\_\_\_  
Exp. Date \_\_\_\_\_ CC # \_\_\_\_\_

Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

For the protection of your personal credit card information, do not email this form to SCC. If faxing, only use the fax number listed or verify with SCC before using another SCC fax number.

Would you like a receipt mailed to you?  
 Yes  No

SCC Staff Tuition Waiver ( )  
**TOTAL DUE**

FOR OFFICE USE ONLY

ID# \_\_\_\_\_  
DE \_\_\_\_\_

Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit my request to Continuing Education; 3) that failure to attend a course does not constitute an official drop/withdrawal; 4) the personal information contained herein is correct as shown; and 5) any changes in SSN, legal name, address, residency, etc. must follow the College procedures in the Student Handbook and College Catalog. It is the policy of SCC to provide equal opportunity and nondiscrimination in all admission, attendance, and employment matters to all persons without regard to race, color, religion, sex, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. Inquiries concerning the application of SCC's policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th St. Place, Lincoln, NE 68510, or [jsoto@southeast.edu](mailto:jsoto@southeast.edu).

# Register Online for SCC Continuing Education Classes

You must have an email account to register online.

1. Go to <http://bit.ly/RegisterCE>.
2. **Search for your class** by entering either a **key word** in the title or the **course number**. Click **Submit**. (Enter information in only one field for broader results.)  
Key Word Example: *Driver*  
Course Number Example: *TRAN-3398*
3. **Select the course** for which you wish to register. Click **Submit**.
4. Enter your **personal information, certify your identification** and click **Submit**.  
\* You must provide your Social Security Number.
5. *Optional*: Enter your **Additional Registration Information** and click **Submit**.
6. If you want to register for additional classes, select **Search for more classes** under "Choose one of the following." If you are finished selecting the class(es) for which you want to register, select **Register now (check out)**. Select your **Payment Type**. Click **Submit**.
7. Enter your **payment information**. Click **Submit**.

You will see your **class acknowledgement** with information about your **SCC Student ID Number, SCC User ID** and **password**. You also will receive an email with this same information for your records.

In the future it will be easy to register by logging in using your SCC User ID and password and it will not be necessary to provide your Social Security number again.

If you have problems getting registered, please call 402-437-2700 or 800-828-0072 for assistance.



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301 S. 68th St. Place, Lincoln, NE 68510  
402-437-2700 • 800-828-0072 • FAX 402-437-2703  
[www.southeast.edu/continuing](http://www.southeast.edu/continuing)

\* The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under FERPA.