NEW! Gratitude, Gimmicks & Going the Extra Mile (p. 34)
CPR AED (Community) (p. 15)
NEW! How to Spot Fake News (p. 41)
NEW! Energize Your Body, Mind & Spirit (p. 40)
NEW! Sign Exact English: Medical Focus (p. 39)
NEW! Hydroponic Garden (p. 38)
Plus much more

NEW! Activate Your Marketing Plan (p. 7)
What’s New in the World of Drugs 2020 (p. 16)
NEW! Introduction to Business Acumen (p. 9)
Excel 2016: Basic, Intermediate & Advanced (p. 22)
National Electrical Code (p. 11)
QuickBooks 2019: Basic & Intermediate (p. 6)
Plus much more

southeast.edu/Continuing
We have all had to shift the way we work and learn. I personally want to thank all of you for your patience and understanding as we navigate through this new territory of virtual learning. We will be offering remote classes through August and look forward to continuing to offer online learning opportunities in the future.

Please see pages 2 and 3 for the menu of online classes.

We would like to hear from you! Please share your ideas for online personal and professional development courses at:


At SCC, you can take classes for non-credit or credit.

**WHAT ARE NON-CREDIT COURSES?**
These are designed to enhance your current workforce skills, upgrade your job skills, or for personal pleasure. Each quarter, new specialty classes appear, and new academic and technical courses are added. Classes are small, and instructors understand the needs of adult learners.

**WHAT ARE CREDIT COURSES?**
Program credit courses may be taken without being admitted to an SCC degree program. If you would like to pursue a particular Program of Study and earn a college degree, contact the Admissions Office. You can request program information by calling 402-437-2600 or visiting www.southeast.edu.

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**How to Read the Schedule**

- **New Course Notation**
- **Prerequisites**
- **Course prerequisites are listed when appropriate**
- **Course Description**
- **Class Details**
- **Required books, required supplies and/or supply fees, instructor bio, etc.**
- **Dates**
- **Course Title**
- **Online Registration Keyword**
- **Required Book Notation**
- **Cost**
- **Course Number**
- **Class Location**
- **City, Building, Room Location Key on page 64**
- **Days**
- **Class Time**
- **Instructor(s)**

**NEW! OneNote 2016**
- Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience
- Learn to create, organize and share notes and information with others. Gather pictures, audio and video recordings, projects, and presentations in an electronic notebook and share seamlessly with colleagues, family and friends. Topics include creating a notebook; entering, formatting, and organizing notes; creating templates; and integrating with other applications such as Word and Excel.
- Required course notes are available at the SCC Campus Store, 8800 S St., Lincoln, or at www.sccbookstore.com.

**Course**

- **Key Code:** OneNote
- **Keyword:** OneNote
- **Cost:** $79
- **Dates:** Oct 4, 1-4 p.m., Lincoln, CCC, 407
- **Instructor:** Massey
- **OFFT-7247-CEFB**

**DAYS OF THE WEEK KEY**

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The SCC Continuing Education USPS 024-108 (Volume 17, Number 1) class schedule is published 4 times per year (one in February, one in May, one in August, and one in November). The SCC Continuing Education class schedule is produced by the SCC Continuing Education Division, in cooperation with the SCC’s Public Information Office, 301 S. 68th Street Place, Lincoln, NE 68510. Application to mail at periodical postage rate has been approved at Lincoln, Neb. POSTMASTER: Send address changes to SCC Continuing Education, 301 S. 68th Street Place, Lincoln, NE 68510.
LIVE Online

For your convenience, we are offering live online learning opportunities. These classes are delivered live via Zoom. They are not prerecorded videos. This allows you, the student, to participate from the comfort of your home. Look for the LIVE Online logo shown to the left to find these classes throughout this schedule. As our learning environment changes, we look forward to offering additional classes live online.

Have an idea for a class that could be offered live online? Please submit your idea at https://bit.ly/sccceonlinecourses.

Medical Supplies Donated
(gloves, masks, thermometers, and lab coats)

Created Face Masks

SCC Comes Together to Help Out

Offer Free LIVE Online Classes

Made Face Shields

Cooked & Delivered Meals
Online Courses

**Business Development**
- Accounting for Business Owners ........... 7
- LinkedIn® for Business: Basic ............. 8
- QuickBooks 2019: Basic & Intermediate ....... 6
- Working with QuickBooks Online .......... 6
- **NEW!** Your COVID Marketing Plan: Simplify to Maximize ............. 7

**Careers & Professional Development**
- **NEW!** Introduction to Business Acumen ..... 9

**Health Care**
- Abuse & Neglect Prevention for Nursing Assistants .......... 17
- End-of-Life Care: A New Approach to Difficult Conversations ...... 16
- Intravenous Therapy: Current Standards of Practice 1 .......... 16
- Post Anesthesia Care .................................. 15
- RN/LPN Refresher .................................... 17
- The Secrets of Baby Behavior .......... 16
- What's New in the World of Drugs 2020 ...... 16

**Computers & Technology**
- 15th Annual Nebraska Cyber Security Conference ....... 20
- Apple ID, iCloud & Photo Management with Photos for Mac .......... 19
- Building a Website Level I & II .......... 23
- Excel 2016: Basic & Intermediate .......... 22
- Online Buying & Selling ......................... 20
- **NEW!** Passwords, Logins, IDs—OH MY! ....... 20
- Smartphone Basics: iPhone .......... 19
- Tips & Tricks with Your New iPhone or iPad .......... 19
- Word 2016: Basic ..................................... 23
- Wordpress .............................................. 20

**Personal Interest**
- Acrylic Painting: Hydrangea ............. 29
- Acrylic Painting: Sunflower ............. 29
- **NEW!** Air Fryer 101 ......................... 37
- **NEW!** Art Camp: Dandy, Daring & Dynamic 3D Art Exploration! for Ages 11-18 ....... 28
- **NEW!** Art Camp: Don’t Junk It Journal .......... 28
- **NEW!** Art Camp: Draw What You See—Realistic Drawing ............. 28
- **NEW!** Art Camp: POP Paper Art for Ages 11-18 ....... 28
- Babysitting 101 for Ages 10-14 .......... 44
- **NEW!** Bake a Better Cake .......... 36
- **NEW!** Bakeshoppe, The: Pound Cake .......... 36
- **NEW!** Bakeshoppe, The: Shortcake .......... 36
- The Beauty of Watercolor .......... 30
- Beginner Self-Publishing .......... 42
- Beginning Knitting .......... 32
- Beginning Spanish .......... 39
- College Tuition Planning .......... 41
- Co-Parenting: Working Together for Your Children (Online) ............. 34
- Defense Bridge Strategies .......... 43
- DNA Tells a Story .......... 37
- **NEW!** Farmhouse Wreaths .......... 28
- First-Rate Bridge Conventions & Competitive Bidding .......... 43
- Flowering Cupcakes .......... 37
- Food Protection Manager Online Class .......... 37
- **NEW!** Gratitude, Gimmicks & Going the Extra Mile .......... 34
- Handmade Greeting Cards .......... 30
- I Don’t Need a Will, I’m Only 30 .......... 40
- Intro to the Ukulele .......... 41
- Introduction to Podcasting .......... 42
- Katie’s Cooking Class: Knife Techniques .......... 37
- Learn to Crochet .......... 32
- **NEW!** Let’s Do Lunch: Host a Meeting on Zoom .......... 42
- **NEW!** Let’s Do Lunch: How to Use Zoom .......... 42
- Level 2 Co-Parenting: Working Together for Your Children .......... 34
- Macarons .......... 36
- Old Fashioned Soap Making .......... 40
- Organize Your Home (AKA Keep It or Toss It) .......... 38
- Pictures Galore, Organizing & More! .......... 30
- Planning a Funeral .......... 35
**NEW!** Resin & Clay Jewelry ................. 32
Scratch 3.0: Imagine, Program, Share
     for Ages 10-13 .................................. 44
Sign Exact English 1, 1.5 & 2 .................... 39
**NEW!** Sign Exact English: Medical Focus ..... 39
Social Security 101: Understanding
     This Retirement Benefit.......................... 40
Soldering Jewelry for Beginners ............... 32
Spanish for Adult & Child ....................... 39
**NEW!** Summertime Tarts ....................... 36
**NEW!** Sumptuous Summer
     Floral Basket ................................... 35
**NEW!** Tired of Cable TV, Dish or
     Direct TV? Cut the Cord! ......................... 40
Tool Box for Meditation, A ...................... 39
**NEW!** Truly Mexican: Mexican
     with Summer Garden Goodness .............. 35
Two Steps Beyond Beginning Bridge ........... 43
Understanding Investing ......................... 40
Welcome to Medicare ......................... 34
**NEW!** Whether You Knead It or Not:
     Puff Pastry ................................... 36

**Traffic Safety & Licensing**
Four-Hour STOP Class ........................... 45
Smart Drivers! .................................. 46

---

**Hybrid Courses**

**Health Care**
CPR AED Online + Skills Session .............. 14
CPR + HeartCode® Basic Life Support
     Online + Skills Session ......................... 14
Intravenous Therapy:
     Current Standards of Practice 2 Skill ....... 16

**Traffic Safety & Licensing**
Driver Education ................................. 45
Driver Education Instructor Training .......... 45

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**Additional Online Course Options**

[www.ed2go.com/sccne](http://www.ed2go.com/sccne)

5 questions to ask today to prepare for tomorrow.

1. How has COVID-19 impacted your business short-term and potentially long-term?
2. What are your biggest concerns transitioning out of COVID-19?
3. What future actions will you need to take to handle the challenges of COVID-19?
4. What do you see is your main need in terms of skills for your current or future employees post-COVID-19?
5. What can SCC do to support your efforts going forward?

We are here to help.
Marguerite Himmelberg | mhimmelberg@southeast.edu
Paul Lytle | plytle@southeast.edu
Sarah Murtagh | smurtagh@southeast.edu
## Business Development
- 6 Accounting, Financials & Insurance
- 7 Agri-Business
- 7 Small-Business Essentials
- 8 Social Media for Business

## Careers & Professional Development
- 9 Business Leadership
- 10 Professional Development
- 10 Real Estate/Pre-Licensure Preparation

## Trades & Industrial Technology
- 11 Automotive
- 11 Electrical Maintenance & Coding
- 12 Forklift
- 12 Fiber Optics
- 13 Manufacturing
- 13 Welding

## Health Care
- 14 CPR/Basic Life Support/First Aid
- 15 Emergency Medical Services
- 15 Health Care Providers CEUs
- 17 Health Occupations

## Computers & Technology
- 18 Getting Started
- 20 Social Media
- 20 Programming & Networking
- 21 Software Applications
- 23 Web Development & Design

## Online Learning
- 24 Ed2Go
- 24 UGotClass

## Adult Education
- 25 Basic Education, GED® Preparation & English as a Second Language (ESL)

## Personal Interest
- 26 Animals & Pets
- 26 Arts, Crafts & Hobbies
- 32 Bus Trips & Tours
- 33 Dance
- 34 Explore
- 34 Family Matters
- 35 Floral Design
- 35 Foods
- 37 Genealogy
- 37 History
- 38 Home & Garden
- 39 Languages
- 39 Mind & Body
- 40 Money Matters
- 41 Music
- 41 Performing Arts
- 41 Personal Development
- 42 Photography
- 43 Sports, Recreation & Fitness
- 44 Youth

## Traffic Safety & Licensing
- 45 Driver Education & Safety
- 46 Motorcycle Safety

## Important Information
- 50 Course List by Region
- 49 How May We Assist You?
- 48 Location Key
- 56 Registration Forms
- 54 Registration Information/Policies
- 49 SCC Building Locations
- 47 SCC Services

Questions?
Email continuinged@southeast.edu
Call 402-437-2700 or 800-828-0072

This class schedule is printed on recycled paper.
QuickBooks 2019: Basic
Prerequisite: Microsoft Windows experience
Learn how to use the basic features and functions of QuickBooks Pro software. Create a company, set up preferences, set up and invoice customers, manage vendors and pay bills, work with banking transactions (deposits, transfer funds, etc.) and perform reconciliations, and review basic financial and other system reports.

This basic course does not configure or customize the software for your business.

LIVE Online Sections: Required book is available through the SCC Campus Store, 8800 O St., Lincoln or at www.sccbookstore.com.
Beatrice Sections: Book provided for in-class use only. You may purchase your own copy from the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Keyword: QuickBooks

July 8 & 9 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCUB

Aug. 19 & 20 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCFA

Sept. 16 W 8:30 a.m.-4:30 p.m. $159
Beatrice, KEN, 334 ACCT-7271-BEFA

Sept. 23 & 24 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCFA

Oct. 14 W 8:30 a.m.-4:30 p.m. $159
Beatrice, KEN, 334 ACCT-7271-BEFA

QuickBooks 2019: Intermediate
Prerequisite: QuickBooks 2018 or 2019: Basic or equivalent experience
Expand your understanding of QuickBooks Pro through learning how to manage inventory, setup and manage sales taxes, prepare estimates, perform job costing, work with balance sheet accounts, set up budgets, process payroll and related reporting, and advanced customization options.

A portion of this course allows for discussion and/or tailoring of software for your organization’s needs. If personalized assistance is desired during the course, bring your own documents and/or laptop.

LIVE Online & Lincoln Sections: Required book is available through the SCC Campus Store, 8800 O St., Lincoln or at www.sccbookstore.com.
Beatrice Section: Book provided for in-class use only. You may purchase your own copy from the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Keyword: QuickBooks

July 15 & 16 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCFA

Aug. 26 & 27 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCFB

Sept. 30 & Oct. 1 W, Th 8:30 a.m.-Noon $159
Lincoln, CEC, 408 Johnson ACCT-7281-TCFB

Oct. 21 W 8:30 a.m.-4:30 p.m. $159
Beatrice, KEN, 334 ACCT-7272-BEFA

Working with QuickBooks Online
Prerequisite: Microsoft Windows and internet browser experience
Learn about the features of QuickBooks online and how these can be used to manage the accounting for your small business or organization. Learn how to navigate the application, set up a company file, setup and invoice customers, manage vendors and pay bills, work with banking and credit card transactions, and utilize reports from the system.

This course does not configure or customize the software for your business or organization. Required book is available through the SCC Campus Store, 8800 O St., Lincoln or at www.sccbookstore.com.

Keyword: Quickbooks

July 30 Th 1-4:30 p.m. $79
Lincoln, CEC, 408 Johnson ACCT-3515-TCUB

Sept. 3 Th 1-4:30 p.m. $79
Lincoln, CEC, 408 Johnson ACCT-3515-TCFB

Sept. 29 T 1-4:30 p.m. $79
Lincoln, CEC, 408 Johnson ACCT-3515-TCFB

Courses are subject to change.
Business Development

Accounting for Business Owners
This course is taught by a CPA and is intended for business owners, managers and others looking to gain a basic understanding of accounting used in small businesses or organizations. We will explore the various types of business entities, basic business registration and compliance requirements, general bookkeeping and accounting concepts, components of financial statements, budgeting and basic income tax accounting.

Required book is available through the SCC Campus Store, 8800 O St., Lincoln or at www.sccbookstore.com.

Keyword: Accounting

July 30    Th     8:30 a.m.-Noon    $79
LIVE Online, Zoom     Johnson   ACCT-3516-TCUB

Sept. 3    Th     8:30 a.m.-Noon    $79
LIVE Online, Zoom     Johnson   ACCT-3516-TCFA

Sept. 29    T     8:30 a.m.-Noon    $79
LIVE Online, Zoom     Johnson   ACCT-3516-TCFB

Accounting Fundamentals Series / QuickBooks 2019 Series
(Online—Ed2Go)
See page 24 for more information.

Agri-Business

Artificial Insemination in Cattle
This course is designed to provide participants instruction and “hands-on” training with the basic skills necessary to successfully artificially inseminate cattle.

Participants will receive one-on-one training and assistance. Classwork will be both indoors and outdoors. Dress should be comfortable and appropriate for the situation, and overshoes are recommended. Students are required to assist in handling and restraining for practice AI. The first session will be held from 2-6 p.m. The second and third sessions will be held from 9 a.m.-4 p.m.

 Keyword: Artificial

Dec. 17-19    Th, F, S    See Desc.    $99
Beatrice, BAGC   Select Sires Mid America   AGRI-3101-BEFA

NEW! Industrial Hemp Day Camp / Small Scale Hemp Farming
See page 38 for more information.

Small-Business Essentials
SCC is pleased to present classes designed to assist current and prospective small-business owners and managers to enhance their businesses' success. We offer classes based on recommendations from the area business community and SCC Focus Suites.

For more information about the SCC Focus Suites, see page 47, call 402-323-3629 or visit www.southeast.edu/entrepreneurship.

Small-Business MasterClass: How to Find & Select the Best People for Your Company
This workshop will provide participants with strategies to find top talent and create a compelling case for them to join your company. You will learn the basics of recruiting for your business as well as develop questions that uncover whether someone will be a good fit for your culture, team and management style. You will leave this workshop better equipped to recruit, interview and select the people who will add value to your business and your customers.

Keyword: Internet

Aug. 27    Th     1-5 p.m.    $145
Lincoln, CEC, 324     Russell   BSAD-7312-CEFA

NEW! Your COVID Marketing Plan: Simplify to Maximize
Gain confidence in your marketing plan. Discussion will include branding, target markets, demographics, COVID considerations, messaging, social media, etc.

This workshop is presented in partnership with REAP, which is funded in part through a cooperative agreement with the U.S. Small Business Administration (SBA). All REAP and SBA programs and services are open to the public on a nondiscriminatory basis. Reasonable accommodations for persons with disabilities and/or persons with limited English proficiency (LEP) will be made if requested in advance. Registration deadline Sept. 14 by noon.

Keyword: Marketing

Sept. 16 & 23    W     11:30 a.m.-1 p.m.    $29
LIVE Online, Zoom     Gutzmann   AREA-0175-TCFA

Payment is due at time of registration for all non-credit classes.

FREE TRAINING
See page 8 for information on the Gap Tuition Assistance Program or visit www.southeast.edu/cefinassist for additional options.

Looking for Instructors to Teach
SCC is seeking instructors who would enjoy teaching.

From electrical to software, leadership to QuickBooks, we offer a variety of classes at many locations. Have a class you’d like to teach that we don’t offer? Let us know.

Submit courses you would like to teach at: http://bit.ly/wanttoteachscc

Space is limited. Register today!

YOU Matter
BE COUNTED

Fill out the census today of 2020CENSUS.GOV
Shape your future
START HERE>

Business Development

FREE TRAINING
NEW! Getting Ready to Start My Business

Whether you have a small business or want to start one, this workshop will give tools for success. Topics covered include: business plan development, marketing, legal structures, product pricing, funding, financial management, HR management, and taxes.

This workshop is presented in partnership with REAP, which is funded in part through a cooperative agreement with the U.S. Small Business Administration. All REAP and SBA programs and services are open to the public on a nondiscriminatory basis. Reasonable accommodations for persons with disabilities and/or persons with limited English proficiency (LEP) will be made if requested in advance.

Keyword: Business

Sept. 29  T  5:30-8 p.m.  $29
NE City, NCLC, 101 Alarcon-Craven  AREA-0160-NCTA

Accounting for Business Owners
See page 7 for more information.

Working with QuickBooks Online
See page 6 for more information.

Perk Up Thursday Weekly Coffee

Beginning Aug. 6 - 10-11 a.m.

Join us Thursday mornings for relaxed networking and free coffee! Each week we feature a speaker who shares real stories about their business experiences and entrepreneurial journey. These stories include why an entrepreneur got started in their business, what they have learned along the way (the good, the bad and sometimes the ugly) and what keeps them perked up and passionate about what they do!

Location will be announced via email newsletter. Sign up for the newsletter at www.southeast.edu/entrepreneurship.

NEW! Let’s Do Lunch: How to Use Zoom & Host a Meeting on Zoom
See page 42 for more information.

Adobe Spark / Canva
See page 22 for more information.

LinkedIn© for Business: Basic

If Facebook® is the place to check in with family and friends, LinkedIn® is the place to network with customers, expand your business network, and job hunt. We’ll cover the basics of LinkedIn® and learn the terminology, as well as how to get more out of LinkedIn®.

LinkedIn© account and login information required.

Social Media for Business Certificate (Online—UGotClass)
See page 24 for more information.

Introduction to Podcasting
See page 42 for more information.

Job Enhancement Scholarship Available

(For selected courses)
Attention: Nebraska City Residents

Are you looking for a scholarship for training that could:
• Make a difference in your career/job?
• Help you reach your professional goals?
• Potentially advance your position or pay?
• Have a positive impact on your employer?

For more information, visit http://www.southeast.edu/nebraskacitylc or contact Cindy at 402-323-3636 or cmeyer@southeast.edu.

FREE TRAINING

The Gap Tuition Assistance Program provides financial assistance for need-based tuition and other eligible costs for approved, credit and non-credit short-term training programs for in-demand occupations. Short-term training focused on employment!

Are You Eligible?

SCC’s Continuing Education Division utilizes the Gap Tuition Assistance program to provide financial assistance for tuition and other eligible costs to participants. Depending on your financial eligibility, you may receive full or partial assistance with your direct training costs, including tuition, books, required fees, and equipment.

Selection Process
1. Submit your application and research your program of study choice(s).
2. Meet with the Gap Assistance specialist to discuss your training request.
3. Your eligibility to receive funding will be determined through an evaluation of your application and an interview with the Gap Assistance specialist.

For more information, visit www.southeast.edu/cefinassist or contact us at 402-323-3394 or hbloomquist@southeast.edu.

Approved Programs of Study are available in the following areas:
• Professional Truck Driver Training  NEW!
• Nursing Assistant  NEW!
• Medication Aide
• RN/LPN Refresher Course
• Machining
• Electrical Maintenance
• Welding
• Microsoft Applications
• Leadership Certificate
• Lean/Six Sigma
• A+ (IT Technician)
• CompTIA N+
• CCNA (1-2 and 3-4)
• Fiber Optics
Leadership Communication Boot Camp
As a supervisor or manager, you invest at least a third of your day communicating, so it’s no wonder that 40 percent or more of your overall success is determined by your communication skills. This workshop helps guarantee your long-term success by developing this critical skill. You will...
- Recognize and demolish the 21 barriers to successful communication
- Internalize a practical model of effective communication
- Learn and practice a listening process that captures the whole message and prevents embarrassing and costly misunderstandings
- Employ “positive language” to enlighten, engage and influence anyone
- Pull it all together to create and leverage rapport and credibility

This workshop is designed for both new and seasoned leaders. A certificate of professional development and 0.7 CEUs will be awarded for successfully completing this class. One hour for lunch on your own.
Registration deadline Aug. 27. NOTE: Class is live-streamed from Lincoln.

Key: Leadership
Sept. 3  Th  8:30 a.m.-4:30 p.m.  Dechant  $229
Beatrice, KEN, 103  BSAD-7330-BEFA
Falls City, EWS, 102  BSAD-7330-FCFA
Hebron, HNLC  BSAD-7330-HNFA
Lincoln, CEC, 302  BSAD-7330-CFA

Team Playership: Helping Work Teams Play Well Together
You can create a high-performing team environment, even if you aren’t the leader. Learn the secrets of great team playership propelling you, your team and your organization to the next level and beyond!

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. Registration deadline Sept. 8.

Key: Teams
Sept. 15  Th  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  Moeller  BSAD-7255-CFA

LEADERSHIP & EXECUTION

NEW! Introduction to Business Acumen
This course will help you understand business, its organizations, goals, and measure. You’ll learn to appreciate the big picture of your organization, without losing the details of what you do each day. If you can learn to understand the holistic business, you are able to break down silos in your company and understand better financial statements and the key metrics “management” is focused on. Increase your financial literacy and begin to show your supervisors and managers you’ve got that extra something they are looking for. Some key topics:
- Corporate governance
- Profit and cost centers
- Product lifecycles
- Revenue, cost and margin
- Measures and financial statements

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. NOTE: Sec. TCUA: Registration deadline July 3.
Sec. CEA: Registration deadline Sept. 4. One hour for lunch on your own.

Key: Business
July 14-17  Th, W, Th, F  10-11:30 a.m.  $229
LIVE Online, Zoom  Manello  BSAD-3021-TCUA
Sept. 11  F  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  BSAD-3021-CEFA

Managing Risks in Projects
We’ll learn how to identify risk, how to deal with it and how to find opportunities. Increase your project success by putting these tools to work for you.

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Registration deadline Sept. 17.

Key: Projects
Sept. 24  Th  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  Slaight  BSAD-3024-CFA

How to Lead Projects
Today’s organizations need strong project managers to help ensure success in the multitude of projects and priorities they are facing. Even more essential to these organizations are strong project LEADERS who are able to not only lead projects, but those will see those projects to fruition. Gain new insights and ideas to help propel you above the management fray to become the successful leader you were meant to be.

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Registration deadline Sept. 3.

Key: Lead
Sept. 10  Th  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  Slaight  BSAD-3023-CFA

Turning Stress into Strength
This fast-paced program is filled with real-world strategies and tactics for facilitating meetings that get results, making the most of every minute and reducing the harmful effects of stress. We’ll show you how to free yourself by learning to manage your energy and not your time, ensure that the most important things at work and at home get done every day and make stress work for you rather than against you.

A certificate of professional development and 0.7 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. Registration deadline Sept. 10. NOTE: Class is live-streamed from Lincoln.

Key: Generations
Sept. 17  Th  8:30 a.m.-4:30 p.m.  $229
Beatrice, KEN, 103  Sunderman  BSAD-7310-CEFA
Lincoln, CEC, 304  BSAD-7310-CFA

TOP 7 TOOLS TO HELP YOU MANAGE PROJECTS
Are you interested in project management but don’t know where to start? This practical half-day workshop will give you the tools you need to get started on the road to success in basic project management. Home projects, work projects and volunteer project.

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Registration deadline Aug. 19.

Key: Project
Aug. 26  W  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  Slaight  BSAD-3022-CFA

MANAGING PEOPLE & PROJECTS

Top 7 Tools to Help You Manage Projects
Are you interested in project management but don’t know where to start? This practical half-day workshop will give you the tools you need to get started on the road to success in basic project management. Home projects, work projects and volunteer project.

A certificate of professional development and 0.6 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Registration deadline Aug. 19.

Key: Project
Aug. 26  W  8:30 a.m.-3:30 p.m.  $229
Lincoln, CEC, 302  Slaight  BSAD-3022-CFA

Looking for classes in your area? See pages 50-53 for the Course List by Region.

Location Key is on page 48.

Courses are subject to change.
Being Radically Inclusive: It’s Not So Radical
In this interactive workshop, participants will take a deep look into their own biases, how they form, how to address them and how to appreciate their increasingly diverse world. The facilitator will include discussions on the use of pronouns for those with gender non-conforming identities and concepts such as intersectionality. The group will practice how to be more inclusive and create a space where no one is shamed or judged.

A certificate of professional development and 0.7 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Class is live-streamed from Lincoln. Registration deadline Sept. 11.

Emotional Intelligence: The Foundation of Lifelong Success
Emotional intelligence is the ability to be aware of and manage emotions and relationships. It is your EQ, your ability to connect with others and manage the emotions of yourself and others, that will determine how successful you are in life. The one-day course is designed to help master the basic concepts and techniques of this critical skill.

A certificate and 0.7 CEUs will be awarded for successfully completing this class. One hour for lunch on your own. NOTE: Registration deadline Sept. 4.

Keyword: Emotional

Sept. 19
8:30 a.m.-4:30 p.m.

$229

Beatrice, KEN, 103
BSAD-3008-BEFA

Lincoln, CEC, 302
BSAD-3008-CEFA

Customized On-site Training for Business & Organizations
SCC provides ON-SITE TRAINING. This training can be delivered exclusively to your organization and customized to your unique needs. Grants may be available to assist with your learning and development initiatives.

Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.

CANCELLED
**AUTOMOTIVE**

**Automotive Restoration & Collision Repair**

This is a 15-hour open lab/shop course designed to teach the basics of dent repair, metal fabrication and the use of plastic fillers. First-time students are required to complete safety/shop orientation at the first session. Goggles, earplugs and dust masks are required.

**Keyword: Automotive**

Oct. 7-Nov. 4  W  6:30-9:30 p.m.  $109
Milford, ETC, 127  Mabon  AUTB-3145-MLFA

**ELECTRICAL MAINTENANCE & CODING**

**Electrical Code**

A study of the national electrical code and preparation of apprentice exam that leads to licensing.

(3.0 CEUs) Required book available at the SCC Campus Store, 8800 0 St, Lincoln, or at www.sccbookstore.com. This course has been approved for 30 code hours by the Nebraska State Electrical Board.

**Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options.

**Keyword: Electrical**

Sept. 29-Dec. 1  T  6:30-9:30 p.m.  $195
Lincoln, LNK, V-13  Lamp  ELEC-6055-LNFA

**Electrical Fundamentals**

This three-day seminar covers electrical fundamentals from a troubleshooting perspective. Learn what to expect in operational series, parallel and combination circuits through measuring voltage, resistance and current flow with digital multimeters. Topics include electrical terminology, Ohm’s Law, schematic reading, components, wiring, and safe work practices.

(2.4 CEUs) To help develop and retain skills, 50 percent of the time is hands-on using custom training consoles. **Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options.

**Keyword: Electrical**

Oct. 6-8  T, W, Th  8 a.m.-5 p.m.  $629
Beatrice, KEN, 334  ELEC-6075-BEFA

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**National Electrical Code Seminar**

This 12-hour seminar for licensed electricians meets the Nebraska State Electrical Code education requirement. Code topics include wiring, protection, equipment, special occupancies, code changes, and more.

(1.2 CEUs) The seminar will be held Friday from 8 a.m.-5 p.m. and Saturday from 8 a.m.-noon. NOTE: Sec. CEF: Registration deadline Sept. 9.

SSC is actively monitoring updates and making decisions based on recommendations from the Centers for Disease Control and Prevention, as well as local and state health authorities, concerning the outbreak of COVID-19 (Coronavirus). The health and safety of the College community is of high importance, and SSC plays an important role in slowing the spread of the virus. Details regarding classroom safety requirements will be emailed to students at least two weeks in advance. Classes are subject to change, based on current local and state guidelines.

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**Motor Control & Relay Logic**

Prerequisite: Electrical Fundamentals (ELEC-6075) or equivalent.

Three-phase motors, motor starters, wiring, relays, timers, schematics, wiring diagrams, industrial symbology, relay logic, and timer circuits will be covered using discussion and hands-on training equipment.

(2.4 CEUs) Digital multimeters are provided; however, learn more by bringing the digital multimeter you normally use. **Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver doesn’t apply.

**Keyword: Motor**

Aug. 25-27  T, W, Th  8 a.m.-5 p.m.  $629
Lincoln, CEC, 415  Blaser  ELEC-6076-CFA
Sept. 1-3  T, W, Th  8 a.m.-5 p.m.  $629
NE City, NCLC, 101  Aden  ELEC-6076-NCTA

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**Industrial Electro-Pneumatics**

Participants with industrial experience learn the principles of basic pneumatic and electro-pneumatic circuits using a computer layout and simulation program. After any problems with the simulated pneumatic circuits have been diagnosed and fixed, then circuits are constructed and operated on the trainer board using actual valves, cylinders and compressed air.

(3.2 CEUs) **Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver doesn’t apply.

**Keyword: Pneumatics**

Aug. 25-27  T, W, Th  8 a.m.-5 p.m.  $699
Falls City, FCLC, 102  Aden  ELEC-6078-FEFA

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**Electrical Troubleshooting**

Prerequisite: Electrical Fundamentals (ELEC-6075) and Motor Controls & Relay Logic (ELEC-6076) or equivalent.

Use training equipment with industry standard devices to improve electrical troubleshooting skills. Includes proven tips and techniques for experts and beginners. (2.4 CEUs) **Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options.

**Keyword: Electrical**

Sept. 8-10  T, W, Th  8 a.m.-5 p.m.  $629
Lincoln, CEC, 415  Blaser  ELEC-6548-CFA

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**Basic RS Logix 500, Allen-Bradley PLCs**

Prerequisite: Knowledge of industrial machine controls.

This three-day session provides general background theory, applications information and programming practice for mechanics, technicians and engineers who specify or maintain PLC-based systems using RS Logix 500.

(2.4 CEUs) Class size limited to 12 to permit hands-on practice using Allen-Bradley PLCs and RSLogix 500 and RSLinx on training work stations. One hour lunch on your own. **Gap Tuition Assistance is available for those who qualify.** See page 8 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver doesn’t apply.

**Keyword: PLC**

Aug. 25-27  T, W, Th  8 a.m.-5 p.m.  $659
Falls City, FCLC, 102  Aden  ELEC-6078-FEFA
Sept. 22-24  T, W, Th  8 a.m.-5 p.m.  $609
Lincoln, CEC, 415  Aden  ELEC-6078-CFA

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**Location Key is on page 48.**
Basic Programmable Logic Controllers (PLCs) for Electricians
Training consists of three-hour lecture and three-hour lab covering Basic PLCs applicable to the Electrical trade. This is an excellent opportunity to apply theory to hands-on lab projects that reflect possible problems encountered in daily work.
(0.6 CEUs) This training can be used to fulfill a portion of the bi-annual, non-code recertification as prescribed by the Nebraska State Electrical Division.

Certified Fiber Optics

NEW! Certified Fiber Optics Boot Camp (CFOT, CFOS/S, CFOS/T)
This five-day boot camp includes three certified fiber optic courses (Certified Fiber Optics Technician, Certified Fiber Optics Specialist/Splicing, and Certified Fiber Optics Specialist/Testing & Maintenance). Cost includes study materials, exam fees and textbooks for all three courses.

Certified Fiber Optics Technician (CFOT)
Prerequisite: Able to see, identify and manipulate small items.
Introductory course designed for anyone interested in becoming a Certified Fiber Optics Technician. Coursework combines theory and 85 percent hands-on activities, preparing the students for the CFOT (Certified Fiber Optics Technician) test that is sanctioned by the FOA (Fiber Optics Association). The CFOT test is taken and graded the final class day. Students will also be introduced to industry standards governing fiber to the desk, the home, and distribution cabling.

Certified Fiber Optics Specialist/Splicing (CFOS/S)
Prerequisite: FOA CFOT Course. Students must have successfully passed the basic CFOT course within the preceding 12 months of the date of this class or have renewed their FOA membership within that time frame prior to attending the course.
This course includes a complete presentation explaining the importance of high-performance splicing and further details the points necessary to achieve these splices. The depth of this presentation is much greater than most textbooks and provides background information about splicing that is very important to the student. This course is 85% hands-on training both in fusion and mechanical splicing of either single or multimode fiber optics cables.

Certified Fiber Optics Specialist/Testing & Maintenance (CFOS/T)
Prerequisite: FOA CFOT Course. Students must have successfully passed the basic CFOT course within the preceding 12 months of the date of this class or have renewed their FOA membership within that time frame prior to attending the course.
Course offers advance training to anyone involved with the testing and maintenance of fiber optics networks. Involves 85% hands-on exploring the overall spectrum of testing and maintenance of single mode fiber optics networks and provides a detailed overview and demonstration of various pieces of equipment used in testing and maintenance.

Variable Frequency Drives
This course gives maintenance technicians, specifiers and supervisors insights to basic theory, installation considerations, control wiring, and programming of parameters to utilize VFDs in industrial and commercial applications. This is an excellent opportunity to apply theory to hands-on lab projects that reflect problems that may be encountered in one’s daily work.
(1.6 CEUs) The class is approximately 50 percent hands-on time, utilizing actual industry devices. Lunch is on your own.

Gap Tuition Assistance is available for those who qualify. See page 8 or visit www.southeast.edu/cefinassist for assistance options and for Job Enhancement Scholarship information. SCC staff tuition waiver doesn’t apply.

Forklift Operator
This course for all operators includes safety inspections; design restrictions; lifting, moving and placing loads; driving speeds, directions, and ramps. Students will perform a pre-start safety inspection and operate a forklift.

Students are required to purchase and take textbook to class. It can be purchased at the SCC Campus Store at 8800 0 St., Lincoln (402-437-2560) or online at www.sccbookstore.com. Please allow for 7-10 days if requesting delivery. NSC Certificate of completion will be given following the examination and completion of the course. NOTE: Sec. FCFA: One hour for lunch on your own.

Forklift

Keyword: Forklift

Certified Fiber Optics Boot Camp (CFOT, CFOS/S, CFOS/T)

Looking for classes in your area?
See pages 50-53 for the Course List by Region.

Location Key is on page 48.

Customized On-site Training for Business & Organizations
SCC provides ON-SITE TRAINING. This training can be delivered exclusively to your organization and customized to your unique needs. Grants may be available to assist with your learning and development initiatives.
Contact Marguerite Himmelberg, Training Solutions, at 402-323-3388; 800-828-0072, ext. 3388; or mhimmelberg@southeast.edu.
Basic Precision Machining
A practical approach to basic machining, including proper speed, feed rates and machine setups of lathes, mills, and grinders.

(2.4 CEUs) Participants must bring their own safety glasses, calculator and materials for taking notes. No shorts or open-toed shoes allowed. No outside projects are used in class. Each student will make the designated class project. To ensure student success and ability to observe safety protocol, ESL Level 8 or higher is recommended. If English is not your first language, please visit with the PMA program director. Caution: Improper operations of industrial duty equipment may result in personal injury, harm to others, or damage machine components. Course sessions are three hours each. Gap Tuition Assistance is available for those who qualify. See page 8 or visit www.southeast.edu/cefinassist for assistance options. NOTE: No class Oct. 19.

Keyword: Precision
Sept. 21-Nov. 16 M 6-9 p.m. $169
Milford, ETC, 102A Beck MACH-6142-MLFA

Advanced Precision Machining
Prerequisite: Students must be currently enrolled in or have graduated from the SCC Precision Machining and Automation program. All others must get permission from the PMA program director before enrolling. A machine shop class designed to enhance individual skills. Students work on their own projects brought from home. Projects also can be supplied by the College to further help development. There are no project completion requirements. Instructor assistance is available.

Students must bring their own safety glasses. No shorts or open-toed shoes allowed. To ensure student success and ability to observe safety protocol, ESL Level 8 or higher is recommended. If English is not your first language, please visit with the PMA program director. Caution: Improper operations of industrial duty equipment may result in personal injury, harm to others, or damage machine components.

Gap Tuition Assistance is available for those who qualify. See page 8 or visit www.southeast.edu/cefinassist for assistance options. NOTE: No class Oct. 19.

Keyword: Precision
Sept. 21-Nov. 16 M 6-9 p.m. $169
Milford, ETC, 102A Beck MACH-6052-MLFA

Welding

Gas Metal Arc Welding
Basic instruction in Gas Metal Arc Welding (MIG) for manufacturing and designed to be two-thirds hands-on practice. Includes steel and stainless steel hands-on welding; theory, safety, reading prints, and welding symbols; welding principles and procedures; filler wires, shielding gases, welding power sources, and joint configurations; and manipulative skills and welding positions.

(6.0 CEUs) Personal safety gear required and can be purchased at your local farm store: welding gloves, safety glasses, helmet, pliers, burn jacket, boots, and vise grip.

SCC is actively monitoring updates and making decisions based on recommendations from the Centers for Disease Control and Prevention, as well as local and state health authorities, concerning the outbreak of COVID-19 (Coronavirus). The health and safety of the College community is of high importance, and SCC plays an important role in slowing the spread of the virus. Details regarding classroom safety requirements will be emailed to students at least two weeks in advance. Classes are subject to change, based on current local and state guidelines.

Gap Tuition Assistance is available for those who qualify. See page 8 or visit www.southeast.edu/cefinassist for assistance options. SCC staff tuition waiver does not apply. Half-hour lunch on your own for full day sessions. NOTE: Sec. FCUB: Aug. 4 session will end at 9:15 p.m.

Keyword: Welding
July 7-Aug. 4 T, Th 5:15-8:15 p.m. $529
F 8 a.m.-4:30 p.m.
Falls City, FCLC, Ind. Lab Pagnano WELD-7729-FCUB
Aug. 28-Oct. 16 F 8:30 a.m.-4:30 p.m. $529
Falls City, FCLC, Ind. Lab Pagnano WELD-7729-FCFA

Gas Metal Arc Welding II (Aluminum)
Prerequisite: Successful completion of WELD-1000 or appropriate AWS Certification Intermediate to advanced instruction in Gas Metal Arc Welding theory, safety, applications, manipulative skills, welding principles, and procedures. Filler wires, shielding gases, welding power sources, welding of aluminum and welding processes on different joint configurations are included.

(1.5 semester credits) Students must supply their own safety glasses, leather gloves, arc welding helmet, and pliers. For a credit registration form, contact 402-437-2700, or continuinged@southeast.edu. NOTE: No class Sept. 7 and Oct. 19.

NE Residents $166.50 / Non-residents $198
Aug. 24-Nov. 23 M 5:30-9:10 p.m. See Above
Deshler, DESH, Shop Hatzenbuehler WELD-1010-OCFA

Customized Welding Training Offered for Your Company
Looking to improve welding skills and techniques for your employees? SCC’s Training Solutions can work with your company to customize training for your business.

Contact Caleb Berg, Training Solutions, at 402-437-2508; 800-828-0072, ext. 2508; or cbarg@southeast.edu. For welding for individuals, please see the Basic Welding class.

Payment is due at time of registration for all non-credit classes.

Courses are subject to change.
CPR/Basic Life Support/First Aid

The American Heart Association strongly promotes knowledge and proficiency in all AHA courses and has developed instructional materials for this purpose. Use of these materials in an education course does not represent course sponsorship by the AHA. Any fees charged for such a course, except a portion of the fees needed for AHA course material, do not represent income to the AHA.

The AHA CPR and First Aid classes listed below include and exclude different skills. Please make sure you have fulfilled the course prerequisites and the class meets the requirements from your employer, licensing agency, or school. Cost includes book and card, where applicable.

Students will receive the CPR/First Aid card within 14 business days of successful course completion. AHA cards expire two years from the end of the month of the issue date.

Students are required to attend entire class you have enrolled in to receive a card. If you miss or do not successfully complete any part of your class, you must register and pay for another class. We require 24 hours’ notice before the first day of class to drop or change any CPR or First Aid class.

SCC is actively monitoring updates and making decisions based on recommendations from the Centers for Disease Control and Prevention, as well as local and state health authorities, concerning the outbreak of COVID-19 (Coronavirus). The health and safety of the College community is of high importance, and SCC plays an important role in slowing the spread of the virus. Details regarding classroom safety requirements will be emailed to students at least two weeks in advance. Classes are subject to change, based on current local and state guidelines.

First Aid Heartsaver®

This AHA course teaches management of illness and injuries in the first few minutes until professional help arrives. This course is recommended for people who respond to first aid emergencies in the workplace.

This class meets the day care first aid requirement.

Keyword: Aid

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<th>Date</th>
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<tr>
<td>Aug. 25</td>
<td>T</td>
<td>5:30-10 p.m.</td>
<td>Lincoln, CEC, 111</td>
<td>$59</td>
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Payment is due at time of registration for all non-credit classes.

CPR AED Online + Skills Session

This AHA Heartsaver® course is now offered in a convenient online format as an alternative method for certification. Online courses are perfect for those who need recertification or those with difficult schedules.

Once you are registered for a specific skills session date (listed below), you will receive a non-refundable AHA key for the online portion via email. Complete the online portion, then print your completion certificate and bring it when you meet for the skills session.

Keyword: CPR

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CPR - Basic Life Support (formerly known as CPR for Health Care Providers)

This AHA CPR-Basic Life Support course teaches high-quality CPR, use of an AED, foreign-body airway obstruction, high-performing team dynamics and barrier devices for adults, children and infants. (0.45 CEUs) This course is for health care providers (nurses, EMTs, doctors, lifeguards, etc.).

Keyword: CPR

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CPR - HeartCode® Basic Life Support Online + Skills Session

HeartCode® BLS is for healthcare professionals seeking an alternative method for completing a BLS course. This AHA CPR-Basic Life Support course is now offered in a convenient online format as an alternative method for certification. Online courses are perfect for those who need recertification or those with difficult schedules.

Once you are registered for a specific skills session date (listed below), you will receive a non-refundable AHA key for the online portion via email. Complete the online portion, then print your HeartCode® BLS completion certificate and bring it when you meet for the skills session.

Keyword: CPR

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CPR AED (Community)
This AHA Heartsaver® course teaches CPR, AED, foreign body airway obstruction, and barrier devices for adults, children and infants. This course is recommended for those who want to be prepared for an emergency in any setting. 

This class meets day care CPR requirement.  
Keyword: CPR  
Sept. 15 T 6-9:30 p.m.  $49  
Lincoln, CEC, 111  HLTH-3219-CETR

EMT Medical/Trauma Assessment Scenarios
Students will participate in a hands-on scenarios-based learning by performing assessments and treating simulated medical/trauma patients, followed by a brief debriefing on the pathophysiology of the patient’s condition. 

For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

EMS Instructor Course
The 48-hour EMS Instructor Course focuses on various methodologies of instructional preparation, presentation and evaluation in the classroom. Upon completion of this course, the student will be able to develop a topic for presentation in the classroom using proven educational methods and tools. 

To become a Nebraska State licensed EMS instructor, it is required to have a valid EMT license or higher (for a minimum of three years) and possess an American Heart Association BLS or ACLS Instructor certification at the time of licensure application.  

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or online at www.sccbookstore.com. Watch for a new EMS Instructor Academy, which is designed to bring valuable and useful continuing education for instructors. This Academy will have sessions offered regularly throughout the year in various parts of our region. These sessions will not only provide excellent topics and information to increase effectiveness in the classroom but also will meet the Nebraska requirements to renew your EMS Instructor License. This class is scheduled based on community needs. For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

EMT
These classes are part of the Paramedic program. For a complete list of classes offered, see the Credit Class schedule at www.southeast.edu/classschedules or contact Cherri Fuehring at clynch-fuehring@southeast.edu or 402-437-2882.

EMT Refresher
The EMT Refresher meets the National Registry and state requirements for renewal. This 20-hour course can be taken for National Registration Renewal and/or CEUs can be given. This class is scheduled based on community needs. For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

EMS Additional Skills Courses

EMR Courses: Aspirin administration course, epinephrine auto-injector course, application of immobilization devices course, and patient transport course.  
EMT Courses: Non-visualized advanced airway management course, continuous positive airway pressure course, glucometer course, intravenous fluid monitoring only course, peripheral intravenous access and monitoring course and albuterol nebulizer and epinephrine auto-injector administration course. 

These courses are scheduled based on community needs. For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

Looking for classes in your area?
See pages 50–53 for the Course List by Region.

Keyword: Anesthesia

Early Bird Rate (on/before Sept. 2)
Sept. 9 W 8 a.m.-4 p.m. $85  
LIVE Online, Zoom Ebke NURS-3249-TCFA

Regular Rate (after Sept. 2)
Sept. 9 W 8 a.m.-4 p.m. $95  
LIVE Online, Zoom Ebke NURS-3249-TCFB

Courses are subject to change.
End-of-Life Care: A New Approach to Difficult Conversations

This workshop is designed to assist health care providers with the difficult end-of-life conversations they have with their patients and families. Participants will look at how their personal views and social barriers on the topic of death impact the care they give and practice simple techniques they can use for effective end-of-life conversations.

(0.6 CEUs) Erin Putney, RN, MSN, has years of Oncology and Trauma ICU experience and in addition to teaching in the nursing program at SCC, she works in a variety of bed-side nursing positions. Participant must attend entire workshop to receive credit.

Intravenous Therapy: Current Standards of Practice 1 & 2

ATTENTION LPNs: There are new state licensure regulations that affect you. Every LPN who graduated before May 2016 or has not successfully completed the LPNC course must complete an approved 8-hour didactic course on IV therapy by August 2022. AND if you wish to practice IV therapy, you must take both an approved 8-hour didactic IV therapy course and an approved IV therapy skills course. RNs are welcome to take these classes also.

Intravenous Therapy: Current Standards of Practice 1

This 8-hour course meets the didactic portion of the new requirement for all LPNs with a well-rounded review of IV therapy. Topics covered will be legal aspects of IV therapy, peripheral IVs and central lines. You can work at your own pace and at times which fit into your schedule.

(0.8 CEUs) You will have several weeks to finish this class. You must have access to a computer and the internet. Certificates will be mailed to all who have successfully completed the course after the last day of class.

Intravenous Therapy: Current Standards of Practice 2 (Hybrid Course)

Prerequisite: You must take SCC’s Intravenous Therapy: Current Standards of Practice 1 course before or at the same time as this course or provide proof of completion of a similar course. This 8-hour course includes both online and face-to-face components. Successful completion of this course will meet the IV therapy skills course requirement for LPNs who wish to practice IV therapy.

(0.8 CEUs) You must have access to a computer and the internet. The hands-on skills portion of this course will occur on select Saturdays listed below. To successfully complete this course, you must complete the online component and attend a four-hour lab session. Certificates will be mailed to all who have successfully completed the course after the last day of class.

The Secrets of Baby Behavior

Baby behavior messages have been successful in improving infant feeding and addressing behavior and development, such as overfeeding, sleep, and hard-to-please. Please join us for an exciting conference to gain research-based counseling techniques that successfully drive behavior change.

(0.55 CEUs) Presented by SCC Continuing Education and Nebraska WIC Association. This conference is for nurses and other health care providers who work in doctors' offices, head start, home health, public health, and postpartum. Sara Chvala Hansen, RD, CLC, is the Douglas County Health Department/WIC Nutrition Services Coordinator and Deanna Staffel, BS, IBCLC, is a Charles Drew: WIC Lactation Consultant/WIC Nutritionist. Lunch provided.

Space is limited. Register today!
RN/LPN Refresher
We can help you renew your nursing career. This course is designed to reinstate or reactivate your license, and meets the requirements for a refresher course as outlined by the Nebraska Board of Nursing.

Developed to update the nurse’s knowledge and clinical skills required for the delivery of professional nursing care in today’s health care system, this course provides interactive learning experiences that enable you to expand knowledge and skills as you prepare for reentry into nursing practice.

This course consists of 60 contact hours of online learning, including 90 hours of skills/lab and clinical are required. To use this course to reinstate your nursing license, you must successfully complete the lecture, lab and clinical portions of the course. This course will include the mandatory 8-hour IV training that all LPNs are required.

Prior to registering for the course, please complete the questionnaire at https://www.surveymonkey.com/r/2BKNFX9. You will be contacted to confirm your eligibility and will receive an immunization record to be completed by your medical practitioner. A copy of your current AHA Health Care Provider CPR card must be submitted by the first day of class. For full class details, visit http://bit.ly/cenursingprofessionals. Gap Tuition Assistance is available for those who qualify. Visit www.southeast.edu/cefinassist for more information.

Aug. 18-Dec. 15 T 3:30-8:30 p.m. $1,495

Trauma Nursing Core Course
Trauma nursing, as a discipline, refers to the process and content of the various roles nurses have in the care of the trauma patient. The purpose of TNCC is to present knowledge, refine skills and build a firm foundation in trauma nursing.

This course, developed by the Emergency Nurses Association, is designed for registered nurses who have at least six months of clinical nursing experience in an emergency care setting. Other health care professionals may audit the course.

Successful completion of the course requires 80% or greater on the multiple choice exam and 70% or greater on the skill station evaluation. RN Candidates with successful completion will receive the ENA TNCC four year provider verification card. All attendees will be awarded contact hour certificate with appropriate contact hours. 17.65 contact hours are awarded for course completion. The TNCC Eighth Edition represents ENA’s continued commitment to uphold its belief statements and provide quality, evidence-based trauma education for nurses worldwide. The Emergency Nurses Association is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center’s Commission on Accreditation.

Jodi DeWitt, RN BAN, has more than 15 years of experience as a nurse. Jodi has worked at various critical care area hospitals and emergency rooms in Nebraska. Lunch provided first day. The textbook will be mailed to you so you have time to review/study before attending class. Check-in begins at 7:30 each day, including a light breakfast.

Keyword: Trauma

Register by Sept. 9 (No refunds after Sept. 9)
Textbook will be mailed out the week of Sept. 14.

Oct. 15 & 16 Th 8 a.m.-5 p.m. $349
F 8 a.m.-1 p.m.
Lincoln, CEC, 303 DeWitt NURS-3247-CEFA

Register by Oct. 1 (No refunds after Oct. 1)
Textbook will be mailed out the week of Oct. 5.

Nov. 11 & 12 W 8 a.m.-5 p.m. $349
Th 8 a.m.-1 p.m.
Lincoln, CEC, 303 DeWitt NURS-3247-CEFB

Nebraska Sleep Conference 2020
The Nebraska Sleep Conference 2020 will provide continuing education for Sleep Technologists and others interested in the diagnosis, management and treatment of sleep disorders.

This conference will be held in October. Visit http://bit.ly/cenursingprofessionals for more information.

Abuse & Neglect Prevention for Nursing Assistants
In order to be placed on the Nebraska Nurse Aide Registry, the state of Nebraska may require some nursing assistants to complete this one-hour course. The online course includes watching a video and reading material on patient rights, dignity, respect, and quality of life. Discussion is held on how to report suspected abuse to the proper authorities, both in a facility and in the community. RNs are welcome to take this class, also.

A quiz is given over the material and the video. When you have completed the one-hour online in-service, the state is notified by fax (within two business days) that you have completed the course. NOTE: For successful completion, you must spend an hour online and get 100% on the quiz. You can take the quiz as many times as needed. You can register at any time. You can take this course. If you prefer to take this course in a classroom setting, email continuinged@southeast.edu. Classroom course is $35. To register and pay, go to http://bit.ly/RegisterCE.

Keyword: Abuse

For a full list of continuing education (CEU) courses, please visit http://bit.ly/cenursingprofessionals. For questions, email continuinged@southeast.edu.

Nursing Assistant
For more information, visit www.southeast.edu/nursingassistant.

Medication Aide Training
For more information, visit www.southeast.edu/medicationaide.
Introductory Classes

One-on-One Computer Training: 3 Hours
This learning opportunity is designed for any person who wants one-on-one attention from a computer applications subject matter expert. Registration gives you up to three hours of personalized attention on the computer topic that meets your specific need. Training topics may include: Windows or Apple/MAC Operating System, Basic Computer Assistance, MS Office, Word, Excel, Access, Outlook, Evernote, social media, and QuickBooks.

After registration, a college representative will contact you to discuss your training needs. Training is scheduled at a time convenient for the student and instructor. Training is held at an SCC facility.

Intermediate Computer
Prerequisite: Basic Computer (OFFT-3502)
Learn the importance of deleting unnecessary internet files, maintaining disks, defragmenting, troubleshooting, and setting a system restore date. Back up files on removable storage devices and explore the use and meaning of cloud storage. Create folders and save files using extended sort information to make photo and document searches more effective. Discover the interface features of Windows 10.

Windows 10
This course introduces you to Windows 10, Microsoft’s newest operating system. Explore the new Start Menu, Tiles and Apps. Discover how to share and organize files and folders.

Learning Windows 10
Topics include advantages to the new operating system and how to use them in your home and work; using Cortana, especially on your tablet or laptop; make an image file back up; and learn how to use different backup processes, including the web. After this class, you will be more comfortable with the Windows 10 operating system.

Classes for Seniors

Introduction to Personal Computers for the Senior Citizen II
Prerequisite: Introduction to Personal Computers for the Senior Citizen I (OFFT-3503) or equivalent experience
We will expand on the topics of safely navigating the internet, find helpful information/locations on the web and save/download items to your hard drive. We will organize email and gain confidence with attachments, explore the help categories on your hard drive, protect and save your information to various removable storage devices, customize your desktop, start menu and taskbar to make your computer quick and easy to use.

While taught on a Windows 10 operating system, the skills learned are easily transferred to other Windows environments. It is strongly recommended that participants have a computer at home. This class provides time for in-class hands-on practice and one-on-one assistance from the instructor.

Looking for Classes in Your Area?
See pages 50-53 for the Course List by Region.

Location Key is on page 48.
Mac for Beginners

This introductory course assumes little or no previous computer experience and teaches skills to get students up and running. It will familiarize the user with the basic operation of the Apple Macintosh operating system. Subjects covered include introducing the Mac interface, using and navigating with the mouse (click, doubleclick, and click and drag), using the keyboard, creating folders, organizing files, and introducing menus and buttons.

Each class is customized to the students’ needs. No book required.  

| Keyword: Mac |
| Oct. 21 & 23 M, W 6-9 p.m. | $169 |
| Lincoln, CCC, 403 | Kuncie | GDMA-3612-CFSA |

Macintosh Basics

Prerequisite: Mac for the Beginner (GDMA-3616) or equivalent experience. Some mouse, typing and navigational skills are needed for this course. This class is for the occasional user who wants to increase knowledge and skill on the Apple Macintosh operating system. Topics include creating and organizing folders and documents, organizing emails, customizing the dock, setting preferences; efficiently navigating the internet and organizing bookmarks; connecting accessories; creating data backups; troubleshooting basic problems; discovering self-help features such as search and find, online videos, help files, tutorials and much more.

Each class session is customized to the students’ needs. No book required.

| Keyword: Macintosh |
| Oct. 14 & 21 W 6-9 p.m. | $169 |
| Lincoln, CCC, 403 | Kuncie | GDMA-3575-CFSA |

Windows to Mac Transition

This course is designed for the PC user who has just switched to the Mac either at work or home and wants to find out how to adapt old working habits to the Macintosh Operating System. Topics include navigating the Mac interface, translating from Windows to Mac (“Alt” = “Option” for example), setting preferences, and other tasks. This course is for an experienced computer user who wants to gain familiarity and hands-on experience with the Mac OS.

No book required.

| Keyword: Mac |
| Oct. 19 M 6-9 p.m. | $79 |
| Lincoln, CCC, 403 | Kuncie | OFTT-6561-CFSA |

Apple ID, iCloud & Photo Management with Photos for Mac

Learn what options you have with your Apple ID including editing and sharing photos. Cloud services routinely back up their data so you should never lose your photos even if your own computer explodes. Discover how easy it is to manage your content and photos in the cloud.

Any iOS device, including iPad or iPhone, preferably purchased within the last two years and the OS (operating system) updated to the most recent release. NOTE: Not a photography class but a photo management class. Have your device fully charged.

| Keyword: iCloud |
| Aug. 31 M 6:30-8:30 p.m. | $29 |
| Plattsmouth, PLCC, 102 | Warga | AREA-0882-PLFA |

iCloud Photo Management: The Best Way to Bank Your Pictures

Learn to share photos anywhere you have internet access. Cloud services routinely back up their data so you should never lose your photos in the Cloud.

Open to any iOS device, including iPad or iPhone, preferably purchased within the last two years and the operating system updated to the most recent release. NOTE: This is not a photography class but a photo management class. Bring your device fully charged.

| Keyword: Photo |
| July 22 W 6-8 p.m. | $29 |
| Lincoln, CEC, 403 | Kuncie | GDMA-3616-CFSA |

One-on-One Smart Device Training

This learning opportunity is for the person who wants one-on-one instruction on using a smartphone or smart device. Subject-matter experts will work with you at a comfortable learning pace. Instruction is available for beginners and troubleshooting with iPhone, iPad and Android devices.

Registration gives you up to one hour of personalized attention on the smart device that meets your specific need. After registration, a college representative will contact you.

| Keyword: Smart |
| Falls City Area | $35 | AREA-0880-FCTA |
| Hebron Area | $35 | AREA-0880-HNFA |
| Plattsmouth Area | $35 | AREA-0880-PLFA |
| Wahoo Area | $35 | AREA-0880-WHFA |

Smartphone Basics: iPhone

You have a cool new iPhone, but how do you use it? We will teach you about icons, apps and other neat features on your smartphone! This class will be specific to iPhone users.

Bring your phone fully charged so you can practice using the phone you own. If you don’t own one yet, come anyway! NOTE: Hebron section is live-streamed from Falls City.

| Keyword: Smartphone |
| July 21 M 5:30-8 p.m. | $29 |
| Plattsmouth, PLCC, 102 | Warga | AREA-1393-PLFA |

Smartphone Basics: Android

You have a cool new Android, but how do you use it? We will teach you about icons, apps and other cool features on your smartphone!

This class is specific to Android users. Bring your phone fully charged so you can practice using the phone you own. If you don’t own one yet, come anyway! NOTE: Hebron section is live-streamed from Falls City.

| Keyword: Smartphone |
| July 24 Th 5:30-8 p.m. | $29 |
| Falls City, FCLC, 102 | Hebron, HNLC, 102 | AREA-1394-FCTA |

Tips & Tricks with Your New iPhone or iPad

Take advantage of the features your iPhone or iPad. We will help you with tips in messages, phone calls and camera and as time allows, iCloud, storage and other apps.

Any iOS device, including iPad or iPhone, preferably purchased within the last two years and the OS (operating system) updated to the most recent release. Be sure your device is fully charged before zooming into class. Have your mobile device handy as you login to this Zoom class from your desktop or laptop.

| Keyword: iPhone |
| July 20 M 6-8 p.m. | $29 |
| Plattsmouth, PLCC, 102 | Warga | AREA-1393-PLFA |

Space is limited. Register today!
INTERNET

NEW! Passwords, Logins, IDs—OH MY!
In this age of electronic information and security concerns, password management is a must. Come learn best practices and tips and tricks to keeping your passwords and private information secure. We’ll cover both mobile and home data security.

Have your mobile device handy as you login to this Zoom class from your desktop or laptop.

KEYWORD: Passwords
July 27 M 6:30-8:30 p.m. $29
LIVE Online, Zoom
T. Jensen LLLX-0673-TCUA

Get Going with Google Docs
Are you looking for a way to work on documents and spreadsheets, while collaborating with colleagues in real time? Discover how to create, revise, save, and share your files online. Google Docs is great for term papers, newsletters, business proposals, budgets, and more.

NOTE: Hebron section is live-streamed from Falls City.

KEYWORD: Google
Sept. 29 & Oct. 1 T, Th 5:30-7:30 p.m. Boatright $35
Falls City, FCLC, 102 AREA-0929-FCFA
Hebron, HNLC, 101 AREA-0929-HNFA

Online Buying & Selling
Have you thought about selling your stuff online? Learn more about the primary places people sell items, (Craigslist, Facebook© marketplace and eBay®) and how selling on these sites really works. We will talk about “gotchas” and types of payment processing. Join us for this LIVE Online Zoom class.

This class is for personal sales ONLY. Business interest is welcome but it won’t be the focus of the class.

KEYWORD: Selling
July 23 Th 6-8 p.m. $29
LIVE Online, Zoom T. Jensen LLLX-0531-TCUA

SOCIAL MEDIA

One-on-One Social Media Training
This learning opportunity is designed for the person who wants one-on-one instruction for how to use social media. Subject-matter experts will work with you at a pace in which you are comfortable. Instruction is available for beginning users as well as those who have developed specific questions and want to delve deeper into Facebook®, Pinterest, Twitter, etc.

Registration gives you up to one hour of personalized attention on topics that meets your specific need. After registration, a college representative will contact you to help develop your individualized training plan.

Plattsburgh Area $35
FALLS CITY $35

LinkedIn® for Business: Basic
See page 8 for more information.

Social Media for Business Certificate (Online—UGotClass)
See page 24 for more information.

Adobe Spark / Canva
See page 22 for more information.

PROGRAMMING & NETWORKING

15th Annual Nebraska Cyber Security Conference
Tuesday, Oct. 20, 2020
We are all “virtual neighbors” in cyberspace, and what we do, or don’t do, can affect many others. The Nebraska Cyber Security Conference will assist in raising our awareness of cyber security and help in protecting all of us in cyberspace. If we each do our part, we can collectively have a positive impact on Nebraska’s secure resources.

Watch www.southeast.edu/ncsc for updates. Registration opens in June.

CompTIA Security+
Prerequisite: Basic Windows user skills and a fundamental knowledge of computer and networking concepts. CompTIA A- and Network+ certifications or equivalent knowledge, as well as, six to nine months experience in networking, including configuring security parameters is recommended.

CompTIA Security+ is for the IT professional who has networking and administrative skills in Windows-based Transmission Control Protocol/IP networks; familiarity with other operating systems, such as macOS, UNIX, or Linux. This course will prepare students for the CompTia Security+ certification exam (SY0-501). Topics include knowledge of and professional experience with security fundamentals networks and organizational security, as well as, skills required to implement basic security services on any type of computer network.

This course will be offered in Spring 2021.

CompTIA Network+
The N+ course prepares you for the N+ certification exam. The intermediate level certification is designed to certify the knowledge of networking technicians with at least nine months of experience in the IT industry. The course covers a wide range of vendor and product-neutral networking technologies, including network cables and devices; networking operations systems; and network design, implementation, and maintenance.

This class is taught from official CompTIA material by certified instructors. This course will be offered in Spring 2021.

NEW! CCNA 1: Introduction to Networks
No prerequisites required
Begin preparing for a networking career with this introduction to how networks operate. This first course in the three-course CCNA series introduces architectures, models, protocols, and networking elements - functions needed to support the operations and priorities of Fortune 500 companies to small innovative retailers. You’ll even get the chance to build simple local area networks (LANs) yourself. You’ll have a working knowledge of IP addressing schemes, foundational network security, and be able to perform basic configurations for routers and switches.

This course will be offered in Spring 2021.

Payment is due at time of registration for all non-credit classes.
NEW! CCNA 2: Switching, Routing & Wireless Essentials
Prerequisite: CCNA 1: Introduction to Networks or equivalent knowledge
Delve further into the world of networking with the second CCNA course in a three-course series. This course focuses on switching technologies and router operations that support small-to-medium business networks, including wireless local area networks (WLAN) and security concepts. You’ll perform basic network configuration and troubleshooting, identify and mitigate LAN security threats, and configure and secure a basic WLAN.
This course will be offered in Spring 2021.

NEW! CCNA 3: Enterprise, Networking Security & Automation
Prerequisite: CCNA 2: Switching, Routing & Wireless Essentials or possessing equivalent knowledge
Large enterprises depend heavily on the smooth operation of their network infrastructures. This is why networking professionals are vital to every organization and those with networking skills can land a great job and set their sights on a rewarding career! This third course in the three-course CCNA series describes the architectures and considerations related to designing, securing, operating, and troubleshooting enterprise networks. It covers wide area network (WAN) technologies and quality of service (QoS) mechanisms used for secure remote access along with the introduction of software-defined networking, virtualization, and automation concepts that support the digitalization of networks.
This course will be offered in Fall 2021.

Certificate in Structured Query Language (SQL)
(Online—UGotClass)
(See page 24 for more information.)

Hack Your Way to Security / Introduction to Python 2.5 Programming / SQL Series
(Online—Ed2Go)
(See page 24 for more information.)

ADOBE

Adobe Creative Cloud Training Opportunities!
Want to bring the latest updates to Photoshop, InDesign or Illustrator to your workplace? Contact us to learn more about customized training opportunities either at your location or at the Jack J. Huck Continuing Education Center in Lincoln.
Contact Training Solutions at continuinged@unl.edu.

Adobe Acrobat DC Pro
Prerequisite: Word Basic or equivalent experience
Learning the ins and outs of Adobe Acrobat DC Pro will simplify your life! Learn how to create Adobe PDF files, create Adobe PDFs from Microsoft Office files, and combine files in PDF portfolios. Almost any document, text file, file created in a page layout application, scanned document, Web page, or digital photo can be converted to Adobe PDF using Acrobat software. Learn the best way to create a PDF for specific situations.
No book required. Lunch is on your own.

Introduction to Illustrator CC
Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience and knowledge of Adobe CC software
This class is for beginners who want to master the fundamentals of Adobe Illustrator and begin creating vector graphics. We will cover the tools of Illustrator, the interface, how to save and print files, and how to work with basic shapes, lines and color. This hands-on course will give you practice on actual art and plenty of resources for continued Illustrator work.
While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment.
No book required. Lunch is on your own.

Introduction to InDesign CC
Prerequisite: Windows Operating System experience and knowledge of Adobe CC software
This class introduces the fundamentals of InDesign CC. It focuses on the core features of InDesign, including introducing the workspace, panels, document creation, working with pages, importing graphics, importing and editing text, and working with color.
While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment. No book required.

Adobe InDesign: Streamlining Your Workflow
Prerequisite: Introduction to InDesign CC (GDMA-3697)
This class introduces the more advanced features of InDesign CC that will make your workflow more effective and efficient. Features such as character styles, paragraph styles, object styles, master pages and templates, tables and table styles, and a brief look at interactive PDFs will be introduced.
While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment.

Adobe InDesign: Exploring Graphic Features
Prerequisite: Introduction to InDesign CC (GDMA-3697)
This class introduces the more advanced features of InDesign that will give your projects an impactful design edge. Features such as applying and adjusting effects, object styles and effects, blending modes, auto-fitting, clipping paths and alpha channels, and a brief look at interactive PDFs will be presented.
While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment.
Introduction to Adobe Lightroom
Prerequisite: Introduction to Photoshop CC (GDMA-3620)
With Adobe Lightroom, you have all the tools you need to bring out the best in your photography. Learn how to use the library module for importing, viewing, ranking, and rating photographs. Once photographs have been imported and tagged, learn about the Develop module and practice making one-click enhancements, correcting exposure, retouching distractions, and performing localized adjustments. Photos are taken to be shared with family, friends, and colleagues. Course also includes an introduction to creating panoramas, books, slideshows, and custom print layouts.
Lunch is on your own.

Adobe Spark
Prerequisite: Windows Operating System and internet experience
Create branded webstories, animated videos, and social graphics with Adobe Spark. This class will help you get started to create, edit and share visual stories from any device.

| Nov. 11  | W  | 1-4 p.m. | $69  |
| Lincoln, CEC, 402 | Guthard | GDMA-7280-CEFA |

Welcome to Adobe Lightroom Classic
Whether you’re a seasoned photographer or just getting started, Lightroom is a tool you will want in your pocket. Learn how to use Lightroom to organize and manipulate your photos in fun creative ways. From viewing, organizing and editing small to large numbers of digital photos, this software has you covered. The class will cover a basic introduction to using Lightroom through hands-on practice. You will follow along with the instructor to gain the most out of the experience on your own photos.

Bring a couple of photos on your laptop, jump drive or SD card to use in class.
Students must bring their own laptops and purchase their own Adobe Lightroom plan prior to the start of class.

Keyword: Lightroom

| Sept. 21  | M  | 6:30-9 p.m.  | $25  |
| York, YKLC, K | Atchison | AREA-8190-YKFA |

Introduction to Photoshop CC
Prerequisite: Experience navigating in Mac or PC environment
Ready to get up close and personal with the top choice of professional editors, designers and photographers to create powerful images? Whether you’ve played around in Photoshop just a bit or have never opened the application, this is the class for you. We’ll learn about contrast, saturation, color correction, making selections, working with layers, blend modes, and adding text.
While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment. No book required. Lunch is on your own.

Keyword: Photoshop

| Sept. 26  | S  | 8:30 a.m.-4:30 p.m.  | $159  |
| Lincoln, CEC, 402 | Beck | GDMA-3620-CEFA |

Does your organization need computer training?
Let SCC Training Solutions help you develop a training program that fits your needs. Classes may be offered at your workplace or at any of our Southeast Community College locations (Lincoln, Beatrice, Milford, and all six of our Learning Centers). We offer flexible solutions for today’s workforce.

Some of the classes we offer: Microsoft Office (Excel, Word, PowerPoint, OneNote, Outlook, Access), QuickBooks, Adobe Creative Cloud Suite (Acrobat DC Pro, Illustrator, In Design), and more.

For more information, contact Lora Ives, Training Solutions, at 402-437-2714; 800-828-0072, ext. 2714; or lives@southeast.edu.

Excel 2016: Intermediate
Prerequisite: Excel Basic or equivalent experience

Online & Lincoln Sections: Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Beatrice and Plattsmouth Sections: Book provided for in-class use only. You may purchase your own copy from the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Lunch is on your own.

Keyword: Excel

| July 29  | W  | 8:30 a.m.-4:30 p.m.  | $159  |
| Online | Lang | OFFT-7167-WBUB |
| Aug. 26  | W  | 8:30 a.m.-4:30 p.m.  | $159  |
| Lincoln, CEC, 408 | Maltas | OFFT-7167-CEFA |

Excel 2016: Advanced
Prerequisite: Excel Intermediate or equivalent experience

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. Lunch is on your own.

Keyword: Excel

| Oct. 22  | Th  | 8:30 a.m.-4:30 p.m.  | $159  |
| Beatrice, KEN, 334 | Punko | OFFT-7167-BEFA |

SCC offers a series of concentrated computer software training classes. Full course descriptions can be found at www.southeast.edu/Technology.
Outlook 2016: Basic
Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

Class covers Outlook 2016 Mail, Calendars, People, and Tasks. Manage incoming and outgoing email messages, work with attachments, and create folders. Customize and sort messages, create signatures and stationery, and manage junk mail. Schedule and edit appointments, events and meetings. Customize and print calendar views. Create and manage contact information and contact groups. Create and manage tasks, To-do lists, and Notes.

Required course notes are available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. Note: Students must log in to their SCC-issued user account before class. Bring log-in information (user ID and Password) to class to access Outlook in the computer lab. Instructor will not have access to this information.

Keyword: Outlook

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<th>Instructor</th>
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| Sept. 25   | F   | 8:30 a.m.-12:30 p.m. | $89
|            |     |            |          | Lincoln, CEC, 402 | Massey | OFFT-7244-CEFA |

PowerPoint 2016: Basic
Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. Note: Students must log in to their SCC-issued user account before class. Bring log-in information (user ID and Password) to class to access Outlook in the computer lab. Instructor will not have access to this information.

Keyword: PowerPoint

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<th>Instructor</th>
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</table>
| Oct. 16    | F   | 8:30 a.m.-4:30 p.m. | $159
|            |     |            |          | Lincoln, CEC, 407 | Massey | OFFT-7245-CEFA |

Word 2016: Basic
Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

LIVE Online Section:

Lincoln Section: Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. Lunch is on your own.

Keyword: Word

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<th>Location</th>
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</table>
| June 15 & 22 | M   | 5:30-9 p.m. | $159
|            |     |            |          | Lincoln, CEC, 408 | Hopwood | OFFT-7238-TCUB |
| Sept. 16   | W   | 8:30 a.m.-4:30 p.m. | $159
|            |     |            |          | Lincoln, CEC, 408 | OFFT-7238-CEFA |

Word 2016: Intermediate
Prerequisite: Word: Basic or equivalent experience

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. Lunch is on your own.

Keyword: Word

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</table>
| Oct. 30    | F   | 8:30 a.m.-4:30 p.m. | $159
|            |     |            |          | Lincoln, CEC, 407 | OFFT-7239-CEFA |

Space is limited. Register today!

QuickBooks 2019: Basic & Intermediate / Working with QuickBooks Online

See page 6 for more information.

QuickBooks 2019 Series (Online—Ed2Go)

See page 24 for more information.

WEB DEVELOPMENT & DESIGN

Wordpress

Discover the basics to create a website. Learn how to install Wordpress on your PC or Mac, navigate the Wordpress dashboard, create pages and posts, custom menus, and create functional websites.

Keyword: Wordpress

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<th>End Time</th>
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<th>Instructor</th>
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</table>
| Aug. 3 & 5 | M   | 6-9:30 p.m. | $159
| Online     | W   |            |          | Lincoln, CEC, 402 | M. Olson | INFO-7296-CEFA |
| Oct. 24    | S   | 8:30 a.m.-4:30 p.m. | $159
|            |     |            |          | Lincoln, CEC, 402 | M. Olson | INFO-7296-CEFA |

SharePoint

If you are looking for basic SharePoint training to help your employees better understand the most common tasks associated with updating/editing your SharePoint environment, or if you want to expand your knowledge and use of specific features of SharePoint, SCC can assist you.

For more information on customized SharePoint training, contact Lora Ives, Training Solutions, at 402-437-2714; 800-828-0072, ext. 2714; or lives@southeast.edu.

Keyword: SharePoint

Building a Website Level I
Prerequisite: Basic Computer (OFFT-3502) or equivalent experience

This class introduces basic concepts needed to create a website. It begins with an introduction to Web technologies and then provides a comprehensive overview of HTML5. In-class exercises focus on basic webpage layout, HTML5 syntax, text formatting, graphics, hyperlinks, and tables.

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Keyword: Website

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<th>Location</th>
<th>Instructor</th>
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</table>
| July 13 & 15 | M, W | 6-9:30 p.m. | $159
| Online     | W   |            |          | Lincoln, CEC, 402 | M. Olson | INFO-3862-WBUA |
| July 21 & 23 | T, Th | 6-9:30 p.m. | $159
| Online, Zoom | W   |            |          | Lincoln, CEC, 402 | Johnson | INFO-3862-CEFA |
| Sept. 8 & 10 | T, Th | 8:30 a.m.-4:30 p.m. | $159
| Online     | W   |            |          | Lincoln, CEC, 402 | M. Olson | INFO-3862-WBUA |

Building a Website Level II
Prerequisite: Building a Website Level I (INFO-3862) or equivalent experience

This class picks up where Level I ends. Learn to create an attractive and organized website using HTML5 and Cascading Style Sheets. In-class exercises guide students through developing a full-fledged website using HTML5 and CSS.

Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Keyword: Web

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<th>Location</th>
<th>Instructor</th>
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</table>
| July 27 & 29 | M, W | 6-9:30 p.m. | $159
| Online     | W   |            |          | Lincoln, CEC, 402 | M. Olson | INFO-3863-WBUA |

Adobe Spark / Canva

See page 22 for more information.

FREE TRAINING

See page 8 for information on the Gap Tuition Assistance Program or visit www.southeast.edu/cefassist for additional options.
QuickBooks 2019 Series
Small business owners should be using QuickBooks to manage invoices, pay bills and track expenses. If you want to take control of your business’s finances, this course will introduce you to QuickBooks 2019 and teach you the accounting software’s more advanced features.

Introduction to Crystal Reports
Learn how to use Crystal Reports to create attractive business documents that are easy to read and understand.

Introduction to Python 2.5 Programming
Learn the fundamentals of computer programming in Python with topics that include basic decisions and loops, advanced data structures, object-oriented programming, and graphical user interfaces.

Hack Your Way to Security
Use ethical hacking techniques to locate and close security holes in your own network.

Accounting Fundamentals Series
If you’re interested in increasing your financial awareness while also gaining a marketable skill, this series of courses is perfect for you. You will learn the basics of double-entry bookkeeping, while also learning how to analyze and record financial transactions, as well as prepare various financial reports at the end of the fiscal period.

SQL Series
SQL is one of the most requested skills from today’s data-driven employers. Learn the coding language in these easy to follow online courses.

Data Analysis Certificate
Data analysis is quickly becoming one of the most sought-after skills in the workplace. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills.

Project Management Certificate
Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholders for quick resolution, including project cancelation.

Social Media for Business Certificate
Get in on this exciting and growing way to communicate, market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization.

Certificate in Structured Query Language (SQL)
Structured Query Language (SQL) is the industry standard database programming language. It is one of the most in demand skills in occupations that require interaction with data and analyzing data. Through your knowledge of Structured Query Language, you will become more marketable in computer-related career fields that pertain to database administration. Learning SQL also can lead to a job that is specific to analyzing data such as a data analyst, a quality assurance analyst, or a business analyst. This certificate will enhance your competitiveness in the field of database administration and data analyst jobs.

Instructor: Cecilia Allison

$595 for full certificate

Introduction to SQL: Offerings start monthly, February-September; Single Course $245

Intermediate SQL: Offerings start monthly, March-October (not available as single course)

Advanced SQL: Offerings start monthly, April-November (not available as single course)
Providing opportunities for adult learners to strengthen their lives through educational experiences.

• Do you want a high school diploma?
• Do you want to strengthen your English skills in an English as a Second Language (ESL) class?
• Do you want to improve your math, reading or writing skills before enrolling in college classes or to improve your job opportunities?

Southwest Community College has classes for you!

**Free English as a Second Language (ESL)**
SCC provides non-credit ESL classes for people who want to improve their ability to speak, read, and write in English.

- Students of all English abilities are eligible to attend the free ESL classes at SCC. Books for classroom use are provided.
- All new students must attend an ESL Orientation. For Orientation dates, refer to www.southeast.edu/ESL.

**Free Basic Education & GED® Preparation**
Refresh your skills in math, reading, writing, computer literacy, and employability skills or take GED® preparation classes.

GED® prep classes are for individuals without a high school diploma who are 16 or older.

**Advanced & Professional English Communication ESL**
Students who can already communicate in English can continue improving their English speaking and writing skills in Advanced and Professional English Communication ESL courses.

Students pay tuition and purchase the required books for the classes. In these ESL classes, instructors guide the students to strengthen their skills in:

- Conversational English
- Grammar Development
- Professional Writing
- Reading and Vocabulary

All new students must attend an ESL Orientation before registering for class. For orientation and class schedules, refer to www.southeast.edu/ESL.

**Interpreter Training**
Southwest Community College has classes to help you improve your language interpreting skills.

SCC offers several courses focusing on skills training for interpreters. All new students must register for ESL Orientation to determine if they are eligible to enroll in the interpreter training class.

To register for ESL Orientation, come to SCC, Room J-2, 8800 O St., Lincoln.

**Visit www.southeast.edu/adulteducation**

**For information or questions about:**
- **Registration and Orientation:**
  Call 402-437-2840 or come to Room J-2 at SCC, 8800 O St., Lincoln
- **GED® and Basic Skill Classes:**
  Email lsaffer@southeast.edu
- **ESL:** Email skash-brown@southeast.edu

**Distance learning opportunities are available.**
Call 402-437-2840 or email lsaffer@southeast.edu for details.

**Volunteer Opportunities**
Volunteers allow the Adult Education Program to provide individual attention to students. Adult Education classroom volunteers encourage and direct students toward their educational goals.

To volunteer in Lincoln, contact vcarper@southeast.edu. In areas outside of Lincoln, contact jfreeman@southeast.edu.

**Adult Education Class Locations**
- Beatrice
- Hebron
- Nebraska City
- Wahoo
- Falls City
- Tecumseh
- York

_class times and days vary.
contact 402-437-2840 for information._
**Personal Interest**

**ANIMALS & PETS**

*Sales Tax is applicable on animal specialty services.*

**Pet Massage**
Learn hands-on massage techniques to relax muscles, stimulate circulation, improve mood, flexibility and enhance the range of motion for your four-legged family members. The benefits pets get from a massage is very similar to the benefits that humans experience.

You may bring your pet to the class if you wish. Please have dogs on a leash. (Cost $29 + Sales Tax $2.18)

**Keyword: Pet**

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<th>Time</th>
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<tbody>
<tr>
<td>Oct. 17</td>
<td>9-11 a.m.</td>
<td>NE City, NCLC, 101</td>
<td>$31.18</td>
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<td>Krells AREA-3975-NCFA</td>
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**Kenl Inn Classes**

Bring leash, treats and your dog’s vaccination records to first class.

**Adopted…Now What?**
Do you have an adopted or rescued pooch? Some dogs join your family knowing commands, while others are scared, and still others a little over-confident. We will work individually with each dog and discover the most caring and humane way to help your dog learn and trust you as their new owner.

**DIRECTIONS TO TRAINING SITE:** See page 48 for class location. SCC staff tuition waiver does not apply. (Cost $55 + Sales Tax $3.03)

**Keyword: Adopted**

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<tr>
<td>Sept. 14-Oct. 5 M</td>
<td>7-8 p.m.</td>
<td>Lincoln, KENL</td>
<td>$38.03</td>
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<td>Krells LLLX-0721-OCFA</td>
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**Sport Sampler of Dog Activities**
Try a little bit of everything! Obedience, rally, agility, scent work and canine good citizen. Four weeks of learning and fun with your dog, inside where it is cool.

**DIRECTIONS TO TRAINING SITE:** See page 48 for class location. SCC staff tuition waiver does not apply. (Cost $55 + Sales Tax $3.03)

**Keyword: Dog**

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**Daytime Fun: Dog Obedience**
We will go over many things such as: Greeting other dogs and people, structured walking, come when called, door manners, sit down and stay, and more!

**DIRECTIONS TO TRAINING SITE:** See page 48 for class location. SCC staff tuition waiver does not apply. (Cost $55 + Sales Tax $3.03)

**Keyword: Obedience**

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<tr>
<td>Sept. 16-Oct. 7 W</td>
<td>Noon-1 p.m.</td>
<td>Lincoln, KENL</td>
<td>$58.03</td>
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<td>Krells LLLX-2104-OCFA</td>
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**Daytime Fun: Just for Puppies 8-16 Weeks Old**
Every wonder why your puppy bites? Is your puppy playing too rough? How do I teach my puppy to tell me when it’s time to go outside? This is a fun and relaxed class where everything is puppy!

**DIRECTIONS TO TRAINING SITE:** See page 48 for class location. SCC staff tuition waiver does not apply. (Cost $55 + Sales Tax $3.03)

**Keyword: Dog**

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<td>Noon-1 p.m.</td>
<td>Lincoln, KENL</td>
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**ARTS, CRAFTS & HOBBIES**

**Painting Rustic Autumn Signs**
Create your choice of seasonal wood signs using milk paint and chalk paint. Choose one of several farmhouse-styled signs. You can choose from a variety of paint colors and stain colors to match your decor perfectly!

All supplies included and as always tea and treats too. Product sales will not be a part of this class.

**Keyword: Painting**

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<tbody>
<tr>
<td>Sept. 10</td>
<td>6:30-9:30 p.m.</td>
<td>Louisville, SHSH</td>
<td>$65</td>
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<td>Wolcott AREA-7700-PLFA</td>
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**Beginning Wood Carving**
Discover basic wood carving techniques and learn about the tools, woods and history associated with traditional carving. You will learn sharpening skills and painting techniques all while keeping safety as the top priority.

If you have never carved before, you will need a wood carving knife, mesh glove and apron. After registration, you will be sent an email with additional information regarding the three items listed above. If you have any wood carving tools, bring them along. There will be a fee payable in class for the wood blanks to carve on. Prices vary between $5-$30. Cash or check only for supplies. Class will meet at the instructor’s wood shop.

**Keyword: Wood**

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<tr>
<td>Aug. 25-Sept. 29 T</td>
<td>6:30-8:30 p.m.</td>
<td>Lincoln, VWSP</td>
<td>$109</td>
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**Gourd Art**
Gourd art involves creating works of art using hard-shelled gourds as an art medium. Gourd surfaces may be carved, painted, sanded, burned, dyed and polished. We will create an array of art pieces, bowls, sculpture, or wall art (not birdhouses).

Beginners to advanced students welcome.

Plan on additional supplies which will be discussed at the first class. Gourd costs vary depending on the size. However, plan to spend between $10 and $45 on your gourd. Bring to class: apron, dust mask (bring your own or purchase in class for $2). Cash or check only for supplies. Class will meet at instructor’s shop.

**Keyword: Gourd**

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<tbody>
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<td>6-9 p.m.</td>
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**Old Fashioned Soap Making**
See page 40 for more information.

**Keyword: Painting**

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<tr>
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<td>Louisville, SHSH</td>
<td>$65</td>
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<td>Wolcott AREA-7700-PLFA</td>
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Space is limited. Register today!

Payment is due at time of registration for all non-credit classes.
Pottery Wheel
For beginning students, this is an introduction to the fundamentals of the pottery wheel. For more advanced students, this is an opportunity to hone their skills.
All clay, glazes, tools, and firing provided.
Keyword: Pottery
Sept. 1-22
Lincoln, LUXC, Ceramic Bldg
LLLX-0269-OCFA
$150

Adult Pottery
This class is appropriate for all pottery experience levels. Participants will work at their own pace with instructor assistance.
If you are new to pottery, learn how to get started. If you are a seasoned potter, join the class and learn some new techniques.
We will get dirty, so come dressed appropriately. Cost includes approximately 25 pounds of clay, glaze and use of tools and supplies.
Keyword: Pottery
Aug. 25-Sept. 29
Beatrice, TRU, 107
BBBX-1997-BEFA
$79

Creating Pottery Serving Dishes
This is an intro to hand-building pottery class. We will make food safe serving dishes out of clay using hand-building methods.
Several design and style options will be available. The final projects will be fired and glazed and pick-up will be arranged by the instructor. Product sales will not be a part of this class.
Keyword: Pottery
Sept. 17
Louisville, SHSH
AREA-6070-PLFA
$45

Showing Your Door Some Love
Be the talk of the neighborhood! Grab your friends and join this great make and take class. Come and get inspired to paint your own fun and unique door sign.
There are many themes to choose from and you will need to preselect your sign two weeks prior to class then show up ready to have fun.
Some theme options are: school, camper, fall, Valentine, Winter, Husker/Nebraska, Spring (tulips, watering can etc.), initials, mason jar, flowers, fruit, etc.
You will receive an email around July 18 with theme options and sample signs. You will be using paint so dress appropriately.
Doors & More will provide all materials, guidance and inspiration for the day.
Keyword: Door
Aug. 28
Lincoln, CEC, 102
Bonneau
LLLX-1143-CEFA
$39

Basic Weaving
Learn basic weaving skills and terminology and take home a sampler of basic stitches using a student hand-held loom. This workshop will give you a chance to experiment with color, technique and various yarns.
The instructor will supply the loom and shuttles, acrylic yarns and threads, tapestry needles and basic weaving manual. Many will finish a second sampler using different techniques (student’s choice). Bring a sharp scissors and a wide-tooth comb. The new freer form of macramé is more artistic than the tight craft patterns of the 1970s. Please bring a fine tooth comb to comb out some of the cord for an additional decorative touch. Also bring a sharp scissors. There is a $10 supply fee associated with this course payable in class. Cash or check only for supplies.
Keyword: Weaving
Aug. 29
Plattsburg, PLLC, 102
Hoemann
AREA-2749-PLFA
$45

Knot Your Momma’s Macramé
In this class you will make a wall hanging that will be ready to show off and hang on your walls. From four basic knots you can expand and make all kinds of art as well as rugs, plant hangers, jewelry, purses, hammocks, etc. You will start out with a 12-inch dowel and make an art piece out of cotton cord.
The instructor, has done macramé for over forty years. The new freer form of macramé is more artistic than the tight craft patterns of the 1970s. Please bring a fine tooth comb to comb out some of the cord for an additional decorative touch. Also bring a sharp scissors. There is a $10 supply fee associated with this course payable in class. Cash or check only for supplies.
Keyword: Knot
Sept. 8
Plattsburg, PLLC, Commons
Hoemann
AREA-2746-PLFA
$29

Courses are subject to change.
NEW! Farmhouse Wreaths
We will craft a gorgeous custom wreath for your home. Choose a book page wreath, greenery wreath or a fabric scrap and ribbon wreath. You will learn how to make all three but create one wreath to take home. We will create a coordinating mini wood sign greeting to hang from the wreaths as well.

Supply list sent approximately one week prior to class. Product sales will not be a part of this class.

Keyword: Farmhouse
Aug. 23 U 1-3 p.m. $29
LIVE Online, Zoom Wolcott AREA-2182-TCUA

Tobacco Basket Floral
See page 35 for more information.

NEW! Sumptuous Summer Floral Basket
See page 35 for more information.

Pumpkins & Sunflowers!
See page 35 for more information.

NEW! Art Camp: Don’t Junk It Journal
For teens to adults!
Why throw away that old rag, book, sheet music or junk mail when you can make your very own Junk Journal and put it to good use? Many people keep all sorts of journals. They are great for trying out new art pens and paint, sketching new ideas, writing poems, journaling your vacations and much more. In this four-day camp you will start out by creating your own journal using junk. Then each day you will spend time filling up pages using a variety of creative techniques.

Supply list sent approximately one week prior to class.

Keyword: Art
July 27-30 M, T, W, Th 1-4 p.m. $79
LIVE Online, Zoom Holliway AREA-8090-TCUC

NEW! Art Camp: Dandy, Daring & Dynamic 3D Art Exploration!
Ages 11-18
Have fun exploring 3D artists and art! You will create several pieces of three-dimensional art such as a Fantastic Funny Face Sculpture, Bright and Beautiful Yard Art and more! We will be using cardboard, sticks, beads, buttons, keys, bottle caps, T-shirt yarn, wire and found objects. We will explore the artist Alberto Giacometti’s art and create your own 3D foil people statue.

Supply list sent approximately one week prior to class.

Keyword: Art
July 13-16 M, T, W, Th 1-4 p.m. $79
LIVE Online, Zoom Holliway AREA-2182-TCUA

NEW! Art Camp: POP Paper Art
Ages 11-18
Have you tried to draw with scissors, create sculpture with paper, or paint with paper? Join us for Art Camp and try it all! Using simple tools and techniques you will explore how to create art with paper, scissors and glue. Your finished projects will be full of color and wonder.

Supply list sent approximately one week prior to class.

Keyword: Art
July 20-23 M, T, W, Th 1-4 p.m. $79
LIVE Online, Zoom Holliway AREA-8090-TCUB

NEW! Art Camp: Draw What You See—Realistic Drawing
For teens to adults!
Have you ever felt frustrated trying to make your drawing look like its “supposed to?” Do you struggle with making people look like themselves? Marcia Holliway knows a lot of tricks of the trade for drawing realistically. She’ll guide you through fun exercises to teach you to draw what you see: people, interior rooms, buildings, and more while you learn the value of high lights and low lights!

Supply list sent approximately one week prior to class.

Keyword: Draw
Aug. 3-6 M, T, W, Th 9 a.m.-Noon $79
LIVE Online, Zoom Holliway AREA-8090-TCUD

NEW! Beading a Bowl
Learn a new hobby beading. Keep your fingers moving and create a beaded trinket bowl. You will receive instructions for multiple styles of bowls, or make your own modifications. You will learn techniques to expand your creations on your own after class.

There is a $5 supply fee payable in class.

Keyword: Beading
Sept. 16 W 10 a.m.-Noon $19
Plattsmouth, PLLC, 102 Farmer AREA-2210-PLFA

NEW! Gratitude, Gimmicks & Going the Extra Mile
See page 34 for more information.

FREE TRAINING
See page 8 for information on the Gap Tuition Assistance Program or visit www.southeast.edu/cefinassist for additional options.
NEW! Junk Journal: File Folder
Let’s make a fun, fast junk journal (out of a file folder)! These shabby little friends are a fun and green way to repurpose some of the “useless” or not-so-useless paper that accumulates in our lives.
Upon registration, you will receive an email with a supply list (scissors, ruler, adhesive) and suggestions/ideas of things for you to save for your pages in your journal. There is a $5 supply fee payable in class. Cash only for supplies.

**Keywords:** Journal

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>NEW! Junk Journal: File Folder</td>
<td>Sept. 28</td>
<td>M 6-6 p.m.</td>
<td>$19</td>
</tr>
<tr>
<td></td>
<td>Lincoln, CEC, 406</td>
<td>LLLX-1346-CEFA</td>
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</table>

Creativity is Brewing!
Join us for an evening of mixed media art on a mini canvas. Experiment with various art mediums while you sip a refreshing beverage. Beginner to advanced artists for this fun project.
There is a $5 supply fee associated with this course payable in class. Product sales will not be a part of this class.

**Keywords:** Creativity

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Creativity is Brewing!</td>
<td>Sept. 19</td>
<td>S 10 a.m.-Noon</td>
<td>$25</td>
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<tr>
<td></td>
<td>Louisville, SHSH</td>
<td>Wolcott</td>
<td>AREA-7665-PLFA</td>
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Nebraska “N” Glass Window Painting
It’s almost game time Husker fans! Now you can create your very own Nebraska “N” painted window to show your spirit! On an old, used window, we will paint a red “N,” outlined in white and black. Also, make your creation unique by adding polka dots or stripes! Why not make this window and sign up for the football class on page 43. You’ll be all set for Husker kickoff.
Don’t have an old window? We do! Bring to class: 1/4-inch and 1-inch paint brushes, small paint scraper, Scotch tape, and a hair dryer. Wear paint clothes. There is a $20 fee which includes fully prepped window with hanging kit. Supply fee paid to the instructor in class. Cash or check only for supplies.

**Keywords:** Glass

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Nebraska “N” Glass Window Painting</td>
<td>Aug. 29</td>
<td>S 9:30 a.m.-Noon</td>
<td>$19</td>
</tr>
<tr>
<td></td>
<td>Lincoln, CEC, 102</td>
<td>Leonard</td>
<td>LLLX-0195-CEFA</td>
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</table>

Acrylic Class (Beginning/Intermediate)
Let the LUX Center for the Arts introduce beginning students to the fundamentals of painting with acrylics. Advanced students time to develop their skills.
All paints, brushes and materials provided.

**Keywords:** Acrylic

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Acrylic Class (Beginning/Intermediate)</td>
<td>Sept. 1-22</td>
<td>T 6:30-9 p.m.</td>
<td>$125</td>
</tr>
<tr>
<td></td>
<td>Lincoln, LUXC</td>
<td>LLLX-1039-CEFA</td>
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</table>

Acrylic Painting: Hydrangea
Paint textured hydrangea celebrate the season!
Supply list sent approximately one week prior to class. Product sales will not be a part of this class.

**Keywords:** Acrylic

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Acrylic Painting: Hydrangea</td>
<td>July 19</td>
<td>U 1-3 p.m.</td>
<td>$24</td>
</tr>
<tr>
<td></td>
<td>LIVE Online, Zoom</td>
<td>Wolcott</td>
<td>AREA-7676-TCUA</td>
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Acrylic Painting: Sunflower
Create a fun, textured sunflowers to celebrate the season!
Supply list sent approximately one week prior to class. Product sales will not be a part of this class.

**Keywords:** Acrylic

<table>
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<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Acrylic Painting: Sunflower</td>
<td>Aug. 22</td>
<td>S 10 a.m.-Noon</td>
<td>$24</td>
</tr>
<tr>
<td></td>
<td>LIVE Online, Zoom</td>
<td>Wolcott</td>
<td>AREA-7676-TCUB</td>
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</tbody>
</table>

Acrylic Painting: Seasons
This is a 16-inch by 20-inch acrylic painting. Capture the cycle of life in a single tree. As we revolve around the tree we progress through the four seasons.
There is a $25 fee associated with this course payable in class. Check or cash only for supplies.

**Keywords:** Acrylic

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Acrylic Painting: Seasons</td>
<td>Aug. 29</td>
<td>S 9:30-11:30 a.m.</td>
<td>$24</td>
</tr>
<tr>
<td></td>
<td>Plattsburgh, PLLC, 103</td>
<td>Wilkinson</td>
<td>AREA-7658-PLFA</td>
</tr>
</tbody>
</table>

Woven Paper Collage
Join this unique art experience where you will create a small woven paper collage. There are no rules, you will be using a tried and true art technique, and you will need to deconstruct before you can reconstruct. Come and join the fun!
Bring to class: scissors, ruler, and if you have them, a set of watercolors and brush. Any kind of watercolors from kids to artist level. If you don’t have any watercolors, we will provide for class use.

**Keywords:** Collage

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woven Paper Collage</td>
<td>Nov. 10</td>
<td>T 6-8 p.m.</td>
<td>$25</td>
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<tr>
<td></td>
<td>Lincoln, CEC, 102</td>
<td>Miller</td>
<td>LLLX-0030-CEFA</td>
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</table>

Beginning Watercolor
Beginning watercolor students will be introduced to the fundamentals of painting with watercolors through still life, landscape and projects of personal interest.
All paints, brushes and materials provided.

**Keywords:** Watercolor

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Intro to Watercolor Painting</td>
<td>Sept. 3</td>
<td>Th 6:30-8:30 p.m.</td>
<td>$45</td>
</tr>
<tr>
<td></td>
<td>Louisville, SHSH</td>
<td>Wolcott</td>
<td>AREA-7678-PLFA</td>
</tr>
</tbody>
</table>

**Payment is due at time of registration for all non-credit classes.**

Courses are subject to change.
PERSONAL INTEREST

Grab your scrapping supplies and clear your calendar for a day of uninterrupted creative recreation.

Registration includes 15 hours of cropping at your own table, access to a computer for journaling, and a chance to win multiple door prizes. Visit the SCC website at www.southeast.edu/cearts and click on Scrapfest for a detailed brochure and to view the projects. Please write on your registration form who you would like to be seated next to. If you are registering online, email continuinged@southeast.edu who you would like to be seated next to. Please Note: All meals are on your own.

One Fine Day 10 a.m.
Heat Wave 11 a.m.
Oh, the Memories 1 p.m.
Our Story 2 p.m.

Friday Night Crop
Prerequisite: Must register for Scrapfest (LLXX-0103) to attend the Friday night scrap.
Join us on Friday for this “bare bones” crop. Leave your goods overnight and pick up where you left off when you arrive on Saturday. That’s five hours of extra cropping for only $5. No vendors, prizes, food, etc., just extra crop time!

NEW! Quarantine Quick Bits
We are hosting some instructional mini-Zoom sessions for you: Ways to Use Your Washi Tape, Getting Punchy, DIY Embellishments, A Few of My Favorite Things, and Cricut Design Space Hacks.

Keyword: Quarantine
July 25 F 9 a.m.-12:30 p.m. $19 Lincoln, CEC, 302 J Van Winkle LLLX-0244-CEFA

Handmade Greeting Cards
Do you want to create fabulous cards without buying a ton of new materials? Get inspired as we create six new cards with techniques that will spice up your favorite supplies. There also will be new products to show you what is out there and how to use it. These are all NEW cards from previous classes.

Suggested supplies include: glue dots, tape runners or double-sided tape, pop dots, scissors, glue pen, and piercing tool. Register early because your card supply kit will be mailed to you. Registration deadline for Sec. TCUB is June 28 and Sec. TCFA is Aug. 25.

Keyword: Cards
July 7 T 6-8 p.m. $36 Lincoln, CEC, 302 J Van Winkle LLLX-0029-TCUB
Sept. 2 W 6-8 p.m. $36 Lincoln, CEC, 302 J Van Winkle LLLX-0029-TCFA

Payment is due at time of registration for all non-credit classes.

The Beauty of Watercolor
Have you ever wanted to try painting with watercolor but fear stopped you? In each Saturday session you will be guided step by step with NO stress!

Each week you complete a painting that you can be proud of! Each Saturday the project will vary in style, technique and subject. Please be sure to include your email address as you will be sent a supply list two weeks prior to class or you may contact Marcia for supply list and/or more information at marciartsy@itsinhewindstudioso.com or 605-521-4255.

Keyword: Watercolor
July 18 F 10 a.m.-Noon $24 Hollisway AREA-2181-NCFA
Aug. 1 S 10 a.m.-Noon $24 Hollisway AREA-2181-TCFA
Aug. 15 S 10 a.m.-Noon $24 Hollisway AREA-2181-TCFA
Aug. 29 S 10 a.m.-Noon $24 Hollisway AREA-2181-TCFA
Sept. 12 S 10 a.m.-Noon $24 Hollisway AREA-2181-NCFA

Space is limited. Register today!
**Paint Pouring on Glass**

Have you tried the acrylic paint pour technique that has taken over the nation? Why not try it on glass?!? We have special paints that get fired in the kiln to become permanent pieces of artwork that you can frame for display, or cut up to include in mosaics, stained glass or fusing projects.

**Fused Glass Serving Platter**

Make your own fused glass patterns for entertaining! We will make a matching set of two dishes, one for serving and one for dipping.

**Bob Ross Painting**

Bob Ross classes are for painters of all abilities, including beginners. Classes are offered live online via zoom or face to face depending on each painting, and taught by Certified Bob Ross instructors.

For classes offered **LIVE Online via Zoom**, you will be emailed a supply list that you will need to purchase prior to the class. Plan on downloading the Zoom app to your tablet, laptop or desktop prior to class and then paint from your own home. It is recommended to register early so you can get your supply list in plenty of time.

For **face-to-face classes**, you will purchase in class the supplies needed to complete your painting that you will create in a classroom setting. Supply fee for face-to-face classes is $33 in cash payable in class. You will leave class with your completed painting.

**Nebraska “N” Glass Window Painting**

See page 29 for more information.
**Personal Interest**

### Jewelry

**Lost Wax Casting**
Create your own small jewelry or art piece cast in sterling silver. No prior metalsmithing experience is needed.
All supplies and tools provided.

**Keyword: Casting**
Sept. 8-29 T 6:30-9 p.m. $150
Lincoln, LUXC LLLX-0272-OCFA

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**Soldering Jewelry for Beginners**
Learn the basics of jewelry fabrication and soldering. You will make a completed piece of jewelry.
Supply list sent approximately one week prior to class.

**Keyword: Jewelry**
July 18 S 10 a.m.-Noon $29
LIVE Online, Zoom Wolcott AREA-2293-TCUA

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**NEW! Resin & Clay Jewelry**
Get creative while learning how to work with resin and clay. Kits provided in class to create your pendant or earrings. You will have the skills to create more jewelry on your own.
Supply list sent approximately one week prior to class. Product sales will not be a part of this class.

**Keyword: Jewelry**
Aug. 8 S 10 a.m.-Noon $29
LIVE Online, Zoom Wolcott AREA-2294-TCUA

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**Needle Arts & Sewing**

**Beginning Knitting**
Knit one, purl two. Learn the basic knitting stitches (knit, purl, cast on/off) to get you started in this traditional needle art. You will leave class with enough technique to be able to create your own scarf or small project.
You will need size 7 straight knitting needles and two skeins of sugar and cream cotton yarn (same or different colors, your choice). Zoom knit with us.

**Keyword: Knitting**
July 11-25 S 10 a.m.-Noon $29
LIVE Online, Zoom Roseberry LLLX-0512-TCUA

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**Learn to Crochet**
Get started in crochet! Learn how to read patterns, begin a foundation and the basic stitches to begin your crochet adventure.
You will need a pair of scissors, skein of worsted weight cotton yarn (such as Sugar and Cream) and a size I or J crochet hook. Zoom crochet with us.

**Keyword: Crochet**
Aug. 15-29 S 10 a.m.-Noon $29
LIVE Online, Zoom Roseberry LLLX-1481-TCUA

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**Bus Trips & Tours**

**Nothing New Trip**
Fri., Sept. 11 TRIP-1052-BEFA $79
Now that we have your attention, let us explain this one-of-a-kind day trip. Join Kelly and Nancy on an excursion to Omaha for a day of thrifting and treasure hunting. Leave the driving to us because you will need to rest between all of our secondhand and thrift stops. Remember, one person’s trash is another person’s treasure. Who knows what you will find?
Trip requires a fair amount of walking and bus steps. Cost includes motor coach transportation and lunch. Registrations will be taken until enrollment limit is met. No refunds 14 days prior to departure date. If you need to request reasonable accommodations based on a disability, you must register and contact the Continuing Education office at continuinged@southeast.edu by July 10.

SCC reserves the right to cancel any pick-up stops that do not meet the minimum enrollment. Confirmation letters will be mailed to each student approximately two weeks before the trip. Letters will include exact pick-up times, locations and RSVP information. SCC staff tuition waiver does not apply.

**Keyword: Trip**

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**Looking for Classes in Your Area?**

See pages 50-53 for the Course List by Region.

**Location Key** is on page 48.

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**Connect with Us!**

SCCNebCE
sccebeatricece
SCCLearningCenteratFallsCity
SCCLearningCenteratHebron
SCCLearningCenteratNebraskaCity
SCCLearningCenteratPlattsmouth
SCCLearningCenteratWahoo
SCCLearningCenteratYork
SCC.Eship
Wine, Dine & Sights in the City Trip
Fri., Oct. 9  TRIP-1051-BEFA  $89

Who knew we had so much to do so close to home? Join SCC on a day trip to Pawnee City. Our trip will be chock full of history and fun with our very own step-on guide. Start the day off at Pawnee City’s Historical Society Museum. This is not your normal museum visit as it consists of 22 actual buildings, including Larry the Cable Guy’s barn, Gov. David Butler’s home, a log cabin, 1,600 salt and pepper shakers, 800 kinds of barbed wire, and a variety of quilts and farm implements. That is just our FIRST stop.

We will dine at Schilling Bridge, where the owners will tell us all about their business and what it’s like to own the first-ever Farm Winery and Microbrewery. Wine tasting will be available but is not included in tuition. Participants may pay $5 per person to Schilling Bridge if they wish to partake in wine tasting. After a delicious lunch, we will be off for additional exciting stops that may include an Amish farm, African Safari Display, and Peddle Car Museum. It is a short trip, but packed with a lot of energy.

Trip requires a fair amount of walking and touring outdoors. Cost includes motor coach transportation, admission to tours and lunch. Registrations will be taken until enrollment limit is met. No refunds 14 days prior to departure date. If you need to request reasonable accommodations based on a disability, you must register and contact your Learning Center office at continuinued@southeast.edu by Aug. 28.

SCC reserves the right to cancel any pick-up stops that do not meet the minimum enrollment. Confirmation letters will be mailed to each student approximately two weeks before the trip. Letters will include exact pick-up times, locations and RSVP information. SCC staff tuition waiver does not apply.

Irish Step Dance
Irish Step Dancing is the solo dance style for those age 7 and older who can move freely and want to learn a new way to move to music. You will learn the basics of beginning step dance and then easy reel and jig step combinations. This is a great way to exercise in a friendly environment.

Belly Dance for Beginners
Learn to shake and shimmy while having fun, improving core strength and increasing muscle tone. This class will cover basic belly dance movements in a safe and comfortable environment.

Payment is due at time of registration for all non-credit classes. Courses are subject to change.
**NEW!** Gratitude, Gimmicks & Going the Extra Mile
The real joy is in the giving. In this session, you will gather ideas for showing appreciation in a unique and clever way. From care packages to quick gestures of appreciation, we will explore many options. Attendees will leave with a collection of meaningful ideas and a lot of inspiration to positively impact others!

**Keyword:** Gratitude
July 29 W 6-7:30 p.m. $19
LIVE Online, Zoom Van Winkle LXXL-1127-TCUA

**NEW!** Treasure Hunting 101
Discovering lost and hidden treasures probably appeals to the adventurer in you, but you don’t have to fly off to distant countries, in fact you don’t have to leave the Midwest or even your home town. Treasure Hunter Nathan Schwenke will lead this interesting and fun class as you discover how to determine locations to hunt, types of equipment used to hunt treasure, and what to do with your found treasures. This class will fill quickly, so don’t wait to sign up!

**Keyword:** Treasure
Sept. 26 S 9 a.m.-Noon $29
Lincoln, CEC, 404 Schwenke LXXL-0855-CEFA

**NEW!** The Bakeshoppe: Shortcake & Pound Cake
See page 36 for more information.

**NEW!** Sign Exact English:
Medical Focus
See page 39 for more information.

Space is limited. Register today!
Payment is due at time of registration for all non-credit classes.

**Family Matters**

**Co-Parenting: Working Together for Your Children (Online)**
This workshop meets the requirements of the Nebraska Parenting Act. Topics include stages of adjustment to parental separation/divorce for parents and children, conflict resolution, stress management and other co-parenting issues. This course is delivered entirely online and facilitated by SCC faculty and takes a minimum of three hours to complete.

Students will need:
- Computer with high speed internet connection
- Speaker/sound capability
- Working knowledge of computer and internet experience

NOTE: Firefox or Chrome browser recommended. You cannot access the course using an iPad or Droid tablet.
- Sliding fee/waiver not available.
- There is a six-hour waiting period between online registration for the class and class access.
- $49 per-person.

For registration and log-in instructions for the online class, go to [www.southeast.edu/Continuing/CoParenting](http://www.southeast.edu/Continuing/CoParenting)

**Level 2 Co-Parenting: Working Together for Your Children**
This workshop meets the requirements of the Nebraska Parenting Act. Topics include:
- Stages of adjustment to parental separation/divorce for parents and children
- Conflict resolution
- Stress management

Included in this course are the following topic areas that meet the requirements of the Nebraska Parenting Act (LB544): safety and transition plans, impact of unresolved parental conflict on the child, effective communication skills, and resources and referral information.

Preregistration is required. All students will be required to show photo ID at class check-in. For more information or to register, email continuinged@southeast.edu.

Courses are subject to change.

**Welcome to Medicare**
The Nebraska Senior Health Insurance Information Program, a division of the Nebraska Department of Insurance, is pleased to host “Welcome to Medicare” classes. As you or a family member approach Medicare eligibility, the tasks of understanding the program can be daunting. “Welcome to Medicare” will explain the basics of the Medicare system and is being offered in person or by webinar (watch from your computer). Anyone new to Medicare or is a family member/caregiver of an individual approaching Medicare eligibility is invited to attend.

Nebraska SHIP will cover the cost.
To register for in-person or webinar presentations, please visit [www.doi.ne.gov/ship](http://www.doi.ne.gov/ship). For questions, please call 402-471-2841.

**In-person presentations are available on:**
Sept. 22 T 6-8 p.m. Lincoln, CEC, Aud
Sept. 23 W 5:30-7:30 p.m. Beatrice, JAC, Conf. Rm
Sept. 23 W 5:30-7:30 p.m. Falls City, FCLC, 102
Sept. 23 W 5:30-7:30 p.m. Hebron, HNL, 101
Sept. 23 W 5:30-7:30 p.m. Wahoo, WHLC, 102

**Webinar presentations are available on:**
July 7 T
Aug. 5 W
Sept. 10 Th

**Pick the Right Medicare Drug Plan**
Medicare drug coverage can be confusing. Each year Medicare drug plans make changes to the cost and coverage you can receive. Knowing what those changes are and where to get information about your alternatives is important to ensure you get the best coverage at the lowest price. This class will teach you the basics of Medicare prescription drug plans, how they work, and what questions you should be asking when evaluating your options.

To register, please visit [www.doi.ne.gov/ship](http://www.doi.ne.gov/ship). For questions, please call 402-471-2841.

Sept. 16 W 5:30-7:30 p.m. NE City, NCLC, 105
Sept. 30 W 5:30-7:30 p.m. Falls City, FCLC, 102
Sept. 30 W 5:30-7:30 p.m. Hebron, HNL
Sept. 30 W 5:30-7:30 p.m. Wahoo, WHLC, 102

**FREE TRAINING**
For information on financial assistance options, visit [www.southeast.edu/cfminassist](http://www.southeast.edu/cfminassist).
The Power You Have, The Power You Give
If you have power of attorney for someone, or if you have given someone your power of attorney, do you fully understand what that means? Join us as we discuss the advantages/disadvantages of a financial power of attorney, health care power of attorney, living wills, advanced medical directives, guardianship, and conservatorship. This is important information to understand regardless of your age or life situation.

Planning a Funeral
Have you planned a wedding, special birthday or anniversary? Normally you only have a few days to plan and get everything in order. This class will provide you with information and resources so you have time to think and maybe plan ahead so your loved ones know exactly what you want. Planning ahead can help alleviate stress.

DNA Tells A Story
See page 37 for more information.

College Tuition Planning
See page 41 for more information.

Let’s Do Lunch Series: Vacation Planning
See page 42 for more information.

FLORAL DESIGN

NEW! Sumptuous Summer Floral Basket
Bring all the bright colors and fragrance of summer inside!
Supply list sent approximately one week prior to class.

Pumpkins & Sunflowers!
Kick off fall with this fun arrangement. Pumpkins may vary according to availability. All materials provided.

Tobacco Basket Floral
Tobacco baskets were originally used to display tobacco when taken to market, however they are the hot decorator item right now. This 12-inch by 12-inch basket is just the right size for table or door.

Bring to class: wire cutters, hot glue gun and glue sticks

Farmhouse Wreaths
See page 28 for more information.

FOODS

NEW! Cajun Cook
Learn how simple it is to bring a taste of New Orleans home. Our chef has spent years perfecting the creole flavor so you don’t have to.

Demonstration and sampling round out the class.

NEW! Truly Mexican: Mexican with Summer Garden Goodness
Enjoy the goodness of the summer garden with Lupe as you explore Calabacitas (zucchini, tomatoes, corn, and pork), Mexican corn on the cob and green patties in red sauce.

Supplied list sent approximately one week prior to class. Zoom cook with us from your kitchen.

Truly Mexican: Rellenos
If you long to discover the joy of cooking authentic Mexican food, this class opens the door to traditional family recipes (tried and true), like red salsa, rice, frijoles refritos, and chiles rellenos that have been the center of countless family celebrations for Lupe Hernandez Hickey, who hails from Mexico City.
Bring your apron and small storage containers in case of leftovers.

LOOKING FOR CLASSES IN YOUR AREA?
See pages 50-53 for the
Course List by Region.

LOCATION KEY is on page 48.
The Bakeshoppe

In the bakeshoppe we will make everyone’s bakery favorites. Zoom bake with us from your kitchen! Welcome to bakers of every level. Register for each class individually or register for both and save!

**NEW! Shortcake**

Shortcake is a summer favorite! You will make sweet shortcake with a fresh cooked fruit topping and finish with whipped cream. YUM!

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**NEW! Pound Cake**

Discover how to take a basic quick pound cake recipe and transform it into lemon, spice, peanut butter and chocolate pound cake.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**The Bakeshoppe: Shortcake & Pound Cake**

Register for Both & Save!

**NEW! Whether You Knead It or Not: Puff Pastry**

Puff pastry can be part of a dessert or main course and is great for making appetizers. Discover a quick method of making your own pastry and turn it into sweet and savory items. While your dough is chilling we will make flaky buttermilk biscuits.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**NEW! Summertime Tarts**

Summer means lighter desserts featuring fresh fruit. In this class you will make a bright and sunny lemon tart topped with fresh fruit and whipped cream. You will learn techniques that can be used year round, with many different combinations of flavors.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**NEW! Bake a Better Cake**

A beautifully decorated cake is even more memorable if it also tastes great. We will explore different types of cakes and mixing methods. You will make two different cakes and, as a class, we will review our results and discuss which cake is best used for different purposes.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**Macarons**

French and fussy, macrons have a reputation for being challenging to make. In this class you will learn the techniques needed to make beautiful and delicious macarons. As a class we will make and share chocolate ganache, butter cream and pastry cream fillings.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**What to Do with All Those Apples!**

Sweet, crisp, tart and juicy. Of course there is apple pie, but we’ll cover many other ways to serve up this delicious fruit. We’ll do a review on the different types of apples and which varieties are great for cooking. From appetizers and drinks to one of its traditional pairings with pork, then ending with dessert. You’ll be ready to head to the orchard for that peck of apples and get started cooking.

This is a hands-on demonstration. There is a $20 fee associated with this course payable in class. Cash or check only for supplies.

**Sugar Cookie Fun**

Basic, but never boring, the sugar cookie has an invitation to almost any celebration. It can be a blank canvas for festive shapes and designs. Discover how to make these treats and to prepare beautifully smooth royal icing for very impressive decorating.

Bring to class: rolling pin, two large cookie sheet with sides, small spatula, and a 1- or 2- cup measuring cup, your favorite cookie cutters, and an apron. Wear close-toed shoes and hair restraint.

Supply list sent approximately one week prior to class. Zoom bake with us from your kitchen.

**Courses are subject to change.**

Space is limited. Register today!
**NEW! Air Fryer 101**

Did you know that the air fryer is one of the most versatile kitchen appliances? Join us to discover what works well in an air fryer, helpful accessories, cleaning practices and yummy recipes that you can make in your air fryer. Join the fun!

**Keyword: Fryer**

- July 13
  - M
  - 6:45-8:45 p.m.
  - LIVE Online, Zoom
  - Buethe
  - LLLX-0547-TCUA
  - $25

**Katie’s Cooking Class: Knife Techniques**

Expand your knowledge about different knives, their purpose, and how to keep them sharp.

Katie, our culinary pro will help you discover how to safely chop and prepare different fruits and vegetables for easy consistent cooking.

Supply list sent approximately one week prior to class. Zoom with us from your kitchen.

**Keyword: Knife**

- July 8
  - W
  - 6-8 p.m.
  - LIVE Online, Zoom
  - Skinner
  - LLLX-2046-TCUA
  - $39

**Food Protection Manager Online Class**

This class is accepted by the Lincoln Lancaster County Health Department for the sanitation training needed to obtain a Food Protection Manager permit.

Students receive their assignments online through SCC’s online learning platform. Upon completion of each reading assignment, students will complete an online quiz. A minimum grade of 80 percent is required on each quiz to qualify the student to take the final ServSafe exam.

The ServSafe exam is taken online in the SCC Testing Center in Beatrice or Lincoln or at the Learning Center at Hebron or Nebraska City.

Students need: computer with high-speed internet connection, working knowledge of computer and internet experience. Please note: You cannot access the course using an iPad or Android tablet. There is a six-hour waiting period between online registration for the class and class access.

You may register at any time for this class. After you register online, purchase the book “ServSafe Manager” at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com. For registration and log-in information, go to http://bit.ly/SCCFoodProtectionManagerClass.

To register and pay, go to http://bit.ly/RegisterCE.

**Keyword: Protection**

- Aug. 19
  - 6:30-9:30 a.m.
  - LIVE Online, Zoom
  - Skroh
  - LLLX-1613-CEFB
  - $39

**Looking for classes in your area?**

See pages 50-53 for the Course List by Region.

**LOCATION KEY** is on page 48.
NEW! Industrial Hemp Day Camp
Since the 2019 Legislature passed into law the farm bill which allows hemp farming in the United States, there are a lot of questions that need answers. A day camp will provide an overview of hemp production that is intended to better prepare students for their first grow and provide a comprehensive understanding of how to start growing hemp and overview of the labor involved. Topics covered will include plant diseases, pests, growing healthy plants, viewing of seedlings and plants in different stages, grow shelters, water and fertilizer, seed choices for Nebraska, soil and health amendments, harvesting/drying and potential markets.

Upon registration you will be sent a map and driving directions to Bohemian Hills CBD, LLC. Plan on bringing a sack lunch (refrigerator will be available for your use). Dress appropriately for outdoors.

***No questions will be discussed or answered regarding the growing or using of any illegal products or plants. If you feel you must ask these types of questions, you may be asked to leave the class.

Aug. 19 5 10 a.m.-3 p.m. $99
Dwight, See Desc. Sanders LLLX-2006-CEFA

Small Scale Hemp Farming
From seed to harvest to processing, acreage owners and home gardeners are asking a lot of questions about hemp.

Since the 2019 Legislature passed into law the farm bill which allows hemp farming in the United States, it is time to learn what basics involved in this process for the small producer. Dave Sanders will lead this class that will cover licenses/permits, seed sources /seed sexing, soil types, growing cycle, sexing plants, identification of the parts of the plant, insects/prevention, harvest time/drying and lab tests required to comply with the law.

***Disclaimer: This class and its contents are solely intended for the purpose of preparing potential small-scale producers to become more familiar with the challenges and rewards of growing hemp with no more than 0.03% THC, as permitted by law.

***No questions will be discussed or answered regarding the growing or using of any illegal products or plants. If you feel you must ask these types of questions, you may be asked to leave the class.

Aug. 27 Th 6:30-8:30 p.m. $29
Lincoln, CEC, 404 Simmons LLLX-0592-CEFA

NEW! Hydroponic Garden
Hydroponics is a form of gardening that uses no soil, but instead grows plants in a solution of water and nutrients. It is a clean method that can be used indoor or out. Garden all year round or use it to get your seeds started. Come learn how to get your hydroponic garden started.

Sept. 14 M 6-8 p.m. $19
Plattsburg, SHAW Shaw AREA-6087-PLFA

Keyword: Garden

Landscaping with Fall & Spring Flowering Bulbs
Bulbs can fill your garden with vibrant color from early spring through late summer. Discover how and where to plant bulbs and review varieties available to you to add interest and “space up” the landscape.

Bring notebook and pen for notes to class. Taught by landscape designer Greg Simmons.

Keyword: Landscaping

Aug. 27 Th 6:30-8:30 p.m. $29
Lincoln, CEC, 404 Simmons LLLX-0592-CEFA

Water in the Landscape
Bring nature closer with the relaxing view and sound of water in the landscape. We will discuss basic design and construction of outdoor water features from patio accents to simple streams and waterfalls.

Sept. 10 Th 6:30-9:30 p.m. $49
Lincoln, CEC, 404 Simmons LLLX-1461-CEFA

Keyword: Landscape

Practical Knowledge for the Home Landscaper
We will examine a wide range of subjects, including landscape design, choosing the right plants for your yard, mulch vs. rock, landscape border edging options (including the construction of short retaining walls), landscape bed preparation, and basic lawn care.

Sept. 24 Th 6:30-9:30 p.m. $29
Lincoln, CEC, 404 Simmons LLLX-1974-CEFA

Keyword: Landscaper

Organize Your Home (AKA Keep It or Toss It)
Discover a proven organizing method and the questions to ask yourself for every organizing project in your home. Plus, you’ll receive tons of organizing tips and tricks for every room.

June 11 Th 6-8 p.m. $26
Online, Zoom Coufal AREA-0358-TCUA

July 15 Th 6-8 p.m. $26
Wahoo, WHLC, 102 Coufal AREA-0358-WHFA

Keyword: Organize

Easy Rightsizing
Are you ready to simplify your life? Learn to rightsize your belongings so that you can keep the best, let go of the rest, and live your best life now. Students will learn how to de-clutter several areas of their home and get great ideas on how to deal with keepsake items.

Sept. 21-Oct. 5 M 6-8 p.m. $75
Lincoln, CEC, 404 Bryant LLLX-1944-CEFA

Keyword: Rightsizing

Looking for classes in your area? See pages 50-53 for the Course List by Region.

Location Key is on page 48.
**Personal Interest**

**Languages**

NOTE: These classes are conversational in nature. These are non-credit and will not transfer to any credit program.

**Spanish for Adult & Child**

Have fun and learn a new way to communicate with your child. This is an introduction to the Spanish language designed for adults and children to take together. Students will learn simple vocabulary such as day-to-day greetings, numbers, colors, and days of the week. This class is appropriate for children ages 7-12. Only adult must register and pay tuition to attend this class.

**Beginning Spanish**

This is a class for the beginner who has little or no prior knowledge of the Spanish language. Required book can be purchased at the SCC Campus Store or online at www.sccbookstore.com. ("Practice Makes Perfect" (2nd edition) by Dorothy Richmond).

**Sign Language 1**

This is an introductory course for adults who want to learn American Sign Language at a conversational level. This course includes information on deaf culture, an integral component of ASL.

**Sign Exact English**

Learning to use SEE (Sign Exact English) sign language to communicate with others with hearing and/or other challenges is the focus of this class. Students will learn skills to express and receive SEE as well as read the alphabet, learn basic survival signs, and express likes and dislikes in SEE sign language.

**Sign Exact English 1**

(0.75 CEUs)

- **Keyword: Sign**
  - July 22-Aug. 19
  - W 6-7:30 p.m.
  - $75
  - LIVE Online, Zoom
  - Clinard

**Sign Exact English 1.5**

(0.75 CEUs)

- **Keyword: Sign**
  - Aug. 26-Sept. 23
  - W 6-7:30 p.m.
  - $75
  - LIVE Online, Zoom
  - Clinard

**Register for Both & Save $25!**

**Sign Exact English 1**

(0.75 CEUs)

- **Keyword: Sign**
  - July 22-Aug. 19
  - W 6-7:30 p.m.
  - $62.50
  - LIVE Online, Zoom
  - Clinard

**Sign Exact English 1.5**

(0.75 CEUs)

- **Keyword: Sign**
  - Aug. 26-Sept. 23
  - W 6-7:30 p.m.
  - $62.50
  - LIVE Online, Zoom
  - Clinard

**Sign Exact English 2**

(1.5 CEUs)

- **Keyword: Sign**
  - July 22-Sept. 23
  - W 7:30-9 p.m.
  - $125
  - LIVE Online, Zoom
  - Clinard

**NEW! Sign Exact English: Medical Focus**

Learning to use SEE (Sign Exact English) sign language to communicate with others with hearing and/or other challenges within a medical or emergency setting. Students will learn to sign basic medical terms and information that include allergic, blood, pain, ambulance, hospital, fire, 911, and more! (0.75 CEUs)

- **Keyword: Sign**
  - July 11-Aug. 8
  - S 10-11:30 a.m.
  - $89
  - LIVE Online, Zoom
  - Clinard

- **Keyword: Sign**
  - July 11-Aug. 8
  - S 1-2:30 p.m.
  - $89
  - LIVE Online, Zoom
  - Clinard

**Space is limited. Register today!**

Courses are subject to change.

**Payment is due at time of registration for all non-credit classes.**

**Mind & Body**

**Meet, Eat & Learn: Importance of Being Mindful of Your Emotions**

The best way to become more accepting of your feelings, moods, images or thoughts is to practice mindfulness. Mindfulness improves well-being and contributes to a more satisfied life. Being mindful makes life more pleasurable and creates a greater capacity to deal with unfortunate events.

Provided by Nikki Lightner, LMHP, LADC, Wellness Specialist at Bryan Health. A light lunch is included!

**Relaxation Techniques**

Relaxation techniques are a great way to help with stress management. It is about unwinding and shaking off tensions and anxieties. No one can avoid all stress, but you can counteract its effects by learning how to produce the relaxation response, a state of deep rest that is the opposite of the stress response. Discover relaxation techniques and skills that are low cost, pose little risk and can be done nearly anywhere.

NOTE: No class Aug. 27 and Sept. 1.

**Forest Bathing**

Forest Bathing, or Shinrin-yoku, is the Japanese practice of going to the forest to receive mental and physical healing. It has been shown to reduce anger, anxiety, depression and sleeplessness. Forest plants emit essential wood oils and airborne chemicals to protect themselves from insects and decay. These aroma benefit humans as well. Join us at Prairie Pines Nature Preserve to participate in gently guided activities that engage your five senses and connect you to the energy of the natural world.

This is not a hike. DIRECTIONS TO SITE: See page 48 for class location.

**A Tool Box for Meditation**

Would you like to be able to access more inner peace and maintain calm equilibrium through challenging or stressful times? Join us to discover the foundational techniques of meditation. Meditation is an easy skill to learn and holds the potential for lifelong benefits.

Participants can sit on chairs or mats on the floor.

**Note:** Page 48 for class location.
NEW! Tired of Cable TV, Dish or Direct TV? Cut the Cord!
If you’ve been thinking about changing how you watch TV, or just interested in a new option, this class is for you. We’ll look at all of the streaming services available to you to help you make a choice if you want to move to this new era of watching “TV” and other media content. We will cover Hulu Live, YouTube TV, Apple TV+, Sony Vue, Netflix, and others.

Social Security 101: Understanding This Retirement Benefit
Understanding Social Security is critical to a person’s long-term financial well-being and retirement. This class provides an overview of Social Security and how it works, including eligibility and Primary Insurance Amount, filing options, the importance of timing (delayed retirement credits), and spousal benefits. Additionally, you’ll learn the implications of working after a person begins collecting benefits, as well as other important considerations that can impact filing decisions.

Extreme Retirement Planning
Learn how to determine when you can afford to quit working and what your sources of income will be in retirement. This practical course will emphasize planning for your future with hands-on, in-class assignments using real-life examples of life-after-work situations. Retirement planning workbooks will be provided for each person/couple enrolling in this series. If enrolling in the Couples course, please complete a registration form for both participants.

Welcome to Medicare
See page 34 for more information.

Payment is due at time of registration for all non-credit classes.

Space is limited. Register today!
College Tuition Planning
It’s college application time! Preparing for this journey should be fun, but then there is the financial reality. Discover the various ways to plan to pay for college. Gain an understanding of current college cost, future trends and discuss strategies on how to pay for college by exploring various types of accounts available in the market to use to save for college. Discussion of the financial aid application will be included.

Keyword: Tuition
Aug. 20  Th  6-9 p.m.  $39
LIVE Online, Zoom  AREA-7078-TCUA

Music

Beginning Handbells
This is a hands-on class for the beginning bell ringer. Discover how to read music and ring a variety of basic ringing techniques. We will put it all together to polish a song to performance quality. No prior experience with hand bells or music is necessary. Ringing level 1 and 2 music.

Keyword: Handbells
Sept. 8-22  M  6:30-8 p.m.  $49
Lincoln, PIED  Hawkins  LLLLX-1398-OCFA

Beginning Guitar
Learn proper tuning methods, strumming techniques and fundamental chord progressions in this introductory course for a variety of music interests like folk, country and popular songs.

Please bring your guitar and plan to practice between classes. NOTE: No class Sept. 7.

Keyword: Guitar
Aug. 31-Oct. 26  M  5:30-6:30 p.m.  $69
Plattsmouth, PLLC, 106  Wampler  AREA-7571-PLFA
Aug. 31-Oct. 26  M  7:30-8:30 p.m.  $60
Ne City, NCLC, 101  Wampler  AREA-7571-NCFA

Intro to the Ukulele
This is an introductory class for the beginning student. Students will learn proper tuning methods and technique for playing the instrument. You also will learn chords and strums associated with using the ukulele as an accompaniment instrument.

If you don’t have a ukulele, they’re available at Dietze Music and other music shops. Starting price is approximately $45. Space is limited. Zoom strum with us.

Keyword: Ukulele
July 20-Aug. 12  M, W  7-8 p.m.  $60
LIVE Online, Zoom  Erb  LLLLX-1400-TCUA

Music Appreciation
Discover the basic elements of music and how it will help you, the music listener, determine the different qualities of music, evaluate a performer’s composition, and develop a working vocabulary for discussing music. Let’s learn to appreciate what we listen to.

Keyword: Music
Sept. 16-30  W  6-8 p.m.  $49
Wahoo, WHLC, 102  Waters  AREA-7518-WHFA

Healthy Harmonica
Breathing is our foundation when playing the harmonica. We will take simple pop, folk and blues melodies and rhythms and invigorate them with easy, but powerful breathing techniques to make any song deeply expressive. No previous ability to play or read music, only a desire to have fun and feel more alive!

You will need a “C” major diatonic harmonica which you may purchase from the instructor for $12.50 (cash please) if you do not have one.

Keyword: Harmonica
Oct. 5  M  6-7:30 p.m.  $35
Lincoln, CEC, Aud  Broida  LLLLX-0931-CEFA

Beginning Blues Harmonica
This class will get you jammin’ the blues immediately! We will focus on having fun as we learn all the tricks and techniques to make the harmonica cry, laugh, moan and wail! No previous harmonica experience required, only a love of the blues.

You will need a “C” major diatonic harmonica which you may purchase from the instructor for $12.50 (cash please) if you do not have one.

Keyword: Harmonica
Oct. 5  M  7:45-9:30 p.m.  $40
Lincoln, CEC, Aud  Broida  LLLLX-0932-CEFA

Register for Both & Save $10!

Keyword: Harmonica
Oct. 5  M  6-9:30 p.m.  $65
Lincoln, CEC, Aud  Broida  LLLLX-0933-CEFA

Performing Arts

Dance Classes
See page 33 for more information.

One-on-One Voice Lessons
Students will learn the basics of vocal technique, style, expression, artistry, performance, and audition preparation through one-on-one apprentice-style vocal instruction. All levels of music-lovers are welcome to come and improve their singing skills. Styles include classical, sacred, musical theater, and pop. Music reading skills will be offered, if needed, to help with the essentials of musicianship.

Repertoire selection will be made by student and instructor together. Dr. Jon Gruett has more than 35 years of experience as an instructor in academia and professional music theater. After registering, a SCC representative will contact you to discuss your training needs. Training is scheduled at a time convenient for the student and instructor.

Keyword: Voice
Beatrice, TRU, 207  Gruett  $99  BBBX-1004-BEFA

FAKE NEWS

NEW! How to Spot Fake News
Learn ways to fact check the news. Drawing a distinction between fake and real news shouldn’t be so hard for the consumer. This class will provide tips for sorting out the truthful from the troublesome.

NOTE: Class is live-streamed from Plattsmouth.

Keyword: News
Sept. 1  T  9:30-11 a.m.  Tilson  $10  AREA-6678-NCFA
Hebron, HNLC  AREA-6678-HNFA
Ne City, NCLC, 102  AREA-6678-NCFA
Plattsmouth, PLLC, 102  AREA-6678-PLFA
Wahoo, WHLC, 102  AREA-6678-WHFA
Sept. 2  W  6:30-8 p.m.  Tilson  $10  AREA-6678-NCFA
Hebron, HNLC  AREA-6678-HNFA
Ne City, NCLC, 102  AREA-6678-NCFA
Plattsmouth, PLLC, 102  AREA-6678-PLFA
Wahoo, WHLC, 102  AREA-6678-WHFA

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

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

Keyword: Poetry
Sept. 10-24  Th  6-7 p.m.  Farmer  $29  AREA-9029-PLFA
Plattsmouth, PLLC, 101  AREA-9029-PLFA

FREE TRAINING
For information on financial assistance options, visit www.southeast.edu/cefsnassist.

Courses are subject to change.
Awakening to Your Dreams
Curious about your dreams and what they mean? In this class you’ll explore the language of your own dreams to understand their messages for you and how they can help guide you in your daily waking life.

Bring at least one dream that you would be willing to share, no matter how long or short, to the first class.

**Keyword: Dream**

<table>
<thead>
<tr>
<th>Class Details</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Podcasting</td>
<td>June 14</td>
<td>M 6-9 p.m.</td>
<td>Lincoln, CEC, 404</td>
<td>$39</td>
</tr>
<tr>
<td>NEW! Activate Your Marketing Plan</td>
<td>June 14</td>
<td>M 6-9 p.m.</td>
<td>Roush</td>
<td>$39</td>
</tr>
<tr>
<td>NEW! Getting Ready to Start My Business</td>
<td>Sept. 10-17</td>
<td>Th 9 a.m.-Noon</td>
<td>Lincoln, CEC, 404</td>
<td>$29</td>
</tr>
<tr>
<td>NEW! Treasure Hunting 101</td>
<td>Sept. 10-17</td>
<td>M 6-9 p.m.</td>
<td>Lincoln, CEC, 404</td>
<td>$29</td>
</tr>
</tbody>
</table>

**Payment is due at time of registration for all non-credit classes.**
Apple ID, iCloud & Photo Management with Photos for Mac / iCloud Photo Management: The Best Way to Bank Your Pictures
See page 19 for more information.

Intro to Adobe Photoshop CC / Introduction to Adobe Lightroom / Welcome to Adobe Lightroom Classic
See page 22 for more information.

Scrapbook Retreats / Pictures Galore, Organizing & More!
See pages 30 & 31 for more information.

SPORTS, RECREATION & FITNESS

What Do Quarterbacks Say at the Scrimmage Line?
Nebraska means football. Whether you are cheering on your favorite high school team or the Cornhuskers, be in the know! Gain insight from Coach Darlington as you discover the fundamentals of football and everything that surrounds it. Be ready when your favorite team hits the field this year. You will be able to cheer them on with new appreciation and knowledge.

Class series will end with a “graduation” dinner on Oct. 29.

Keyword: Quarterbacks
Sept. 17-Oct. 29 Th 6:30-8:30 p.m. $99
Lincoln, CEC, 302 Darlington LLXX-0185-CEFA

Defensive Bridge Strategies
Playing bridge is a combination of skill, luck and communication. As defenders, you and your partner must give each other as much information as possible to defeat the contract. This class offered via zoom from the comfort of your own home. It is designed for any bridge player who has completed a minimum of beginning bridge. Topics include opening leads, second and third hand play, attitude and suit preference signals, and general defensive tips.

Keyword: Bridge
July 13-Aug. 12 M, W 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0425-TCUA

Golf for You!
Golfers of all skill levels welcome. If you need a little tune-up on your game or are brand new to the game, this is a great class for you. We will cover everything from putting and chipping all the way to full swing.

Personal golf clubs are not needed to participate. However, if you have your own set, please bring it. If weather is questionable, call the pro shop at 402-441-8969.

Keyword: Golf
Sept. 1-22 T 6-7:15 p.m. $89
Lincoln, MGC Benson LLXX-1702-OCFA
Sept. 2-23 W 6-7:15 p.m. $89
Lincoln, MGC Benson LLXX-1702-OCFB

Two Steps Beyond Beginning Bridge
This is an ideal class for bridge players who want to move beyond the basics. Topics for the class will include no trump and suit opening bids, Stayman and Jacoby Transfer, opening leads, responding bids, weak twos and other preemptive bids, opening and responding to strong opening bids and slam conventions.

Keyword: Bridge
July 23 T, Th 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0429-TCUA

First-Rate Bridge Conventions & Competitive Bidding
It is so much fun to have extra tools in your bridge-playing tool bag. This is an ideal class for a more experienced player who is looking for some additional bells and whistles to use at the bridge table. Topics include: Jacoby 2 NT, Splinter Bids, Overcalls, Take-out Doubles, Negative Doubles, Help Suit Game Try, and Strong Opening and Responding Bids.

Class is designed for any bridge player who has completed Two-Steps Beyond Beginning Bridge or equivalent.

Keyword: Bridge
July 28-Aug. 13 T, Th 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0436-TCUA

NEW! Body Sculpting: Butts & Guts
Join our special focus class just for your lower body! This workout routine is designed to help shape and tone belly and buttocks muscles, along with increasing lower body strength, burning fat and building lean muscle. You will learn how to utilize proper form to avoid injury and gain results.

Students should wear workout attire (comfortable pants/shirt/tennis shoes) and bring water and a towel (optional.)

Keyword: Sculpting
Sept. 24 Th 6-7 p.m. $31
Wahoo, WHLC, 101 Waters AREA-8505-WHFA

What Do Quarterbacks Say at the Scrimmage Line?
Nebraska means football. Whether you are cheering on your favorite high school team or the Cornhuskers, be in the know! Gain insight from Coach Darlington as you discover the fundamentals of football and everything that surrounds it. Be ready when your favorite team hits the field this year. You will be able to cheer them on with new appreciation and knowledge.

Class series will end with a “graduation” dinner on Oct. 29.

Keyword: Quarterbacks
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Lincoln, CEC, 302 Darlington LLXX-0185-CEFA

Defensive Bridge Strategies
Playing bridge is a combination of skill, luck and communication. As defenders, you and your partner must give each other as much information as possible to defeat the contract. This class offered via zoom from the comfort of your own home. It is designed for any bridge player who has completed a minimum of beginning bridge. Topics include opening leads, second and third hand play, attitude and suit preference signals, and general defensive tips.

Keyword: Bridge
July 13-Aug. 12 M, W 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0425-TCUA

Golf for You!
Golfers of all skill levels welcome. If you need a little tune-up on your game or are brand new to the game, this is a great class for you. We will cover everything from putting and chipping all the way to full swing.

Personal golf clubs are not needed to participate. However, if you have your own set, please bring it. If weather is questionable, call the pro shop at 402-441-8969.

Keyword: Golf
Sept. 1-22 T 6-7:15 p.m. $89
Lincoln, MGC Benson LLXX-1702-OCFA
Sept. 2-23 W 6-7:15 p.m. $89
Lincoln, MGC Benson LLXX-1702-OCFB

Two Steps Beyond Beginning Bridge
This is an ideal class for bridge players who want to move beyond the basics. Topics for the class will include no trump and suit opening bids, Stayman and Jacoby Transfer, opening leads, responding bids, weak twos and other preemptive bids, opening and responding to strong opening bids and slam conventions.

Keyword: Bridge
July 23 T, Th 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0429-TCUA

First-Rate Bridge Conventions & Competitive Bidding
It is so much fun to have extra tools in your bridge-playing tool bag. This is an ideal class for a more experienced player who is looking for some additional bells and whistles to use at the bridge table. Topics include: Jacoby 2 NT, Splinter Bids, Overcalls, Take-out Doubles, Negative Doubles, Help Suit Game Try, and Strong Opening and Responding Bids.

Class is designed for any bridge player who has completed Two-Steps Beyond Beginning Bridge or equivalent.

Keyword: Bridge
July 28-Aug. 13 T, Th 4-5:15 p.m. $69
LIVE Online, Zoom Kepler LLXX-0436-TCUA

NEW! Body Sculpting: Butts & Guts
Join our special focus class just for your lower body! This workout routine is designed to help shape and tone belly and buttocks muscles, along with increasing lower body strength, burning fat and building lean muscle. You will learn how to utilize proper form to avoid injury and gain results.

Students should wear workout attire (comfortable pants/shirt/tennis shoes) and bring water and a towel (optional.)

Keyword: Sculpting
Sept. 24 Th 6-7 p.m. $31
Wahoo, WHLC, 101 Waters AREA-8505-WHFA

Looking for Classes in your Area?
See pages 50-53 for the Course List by Region.

Location Key is on page 48.

Courses are subject to change.
Yoga Classes
It’s time to roll out your yoga mat and discover the combination of physical and mental exercises. Whether you are young or old, yoga has the power to calm the mind and strengthen the body. Don’t be intimidated by yoga terminology, fancy yoga studios and complicated poses. Yoga is for everyone.

Yoga I
Prerequisite: Fundamentals of Yoga (LLLX-1701)
This is a continuation of the fundamentals class.
Keyword: Yoga
Aug. 31-Sept. 23, M, W 7:30-8:30 p.m. $69
Lincoln, HITCH Ogden LLLX-1755-OCFA

Yoga II
Prerequisite: Yoga I (LLLX-1755)
A continuation of Yoga I.
Keyword: Yoga
Sept. 1-24, T, Th 6:30-8 p.m. $79
Lincoln, HITCH Ogden LLLX-1744-DCFA

Yoga for Beginners
Yoga mats, straps and blocks will be provided.
Keyword: Yoga
Aug.-Sept., M, W 6:30-7:30 p.m. $39
Wahoo, WHFA

Grow with Yoga
Yoga mats, straps and blocks will be provided.
Keyword: Yoga
Aug.-Sept., M, W 6:30-7:30 p.m. $39
Wahoo, WHFA

Continuing Pilates
Prerequisite: Introduction to Pilates (LLLX-1523) or instructor permission
Focus on adding new exercises in mat work. Challenge your core strength, endurance and flexibility.
Instructor is certified in Stott Pilates. Wear comfortable clothing and bring a thick towel to class. Note: This is not a beginning class.
Keyword: Pilates
Aug. 31-Sept. 23, M, W 6:15-7:15 p.m. $69
Lincoln, HITCH Ogden LLLX-1709-DCFA

T’ai Chi for Beginners
If you’re looking for a way to reduce stress, consider T’ai Chi. Originally developed for self-defense, T’ai Chi has evolved into a graceful form of exercise that’s now used for stress reduction and a variety of other health conditions. Often described as meditation in motion, T’ai Chi promotes serenity through gentle, flowing movements.
Wear comfortable clothing you can move in. NOTE: No class Sept. 7.
Keyword: Chi
Aug. 24-Sept. 14, M, W 6:30-7:30 p.m. $69
Lincoln, CEC, 302 Marsh LLLX-1712-DCFA

Yoga Mats provided.
Keyword: Yoga
Sept. 3-Oct. 1, Th 9-10 a.m. $35
Plattssmouth, SER Brannan AREA-8419-PFA

Gentle Yoga
Chair, standing or mat positions.
Keyword: Yoga
Aug. 31-Oct. 5, M 4:30-5 p.m. $19
Beatrice, FLOW Schroll AREA-BB1538-BEFA

Yoga & Pilates
All experience levels welcome.
Keyword: Yoga
Aug. 31-Oct. 5, M 5:30-6:30 p.m. $35
Beatrice, JAC, Conf. Rm Schroll BBXF-1537-BEFA

FREE TRAINING
For information on financial assistance options, visit www.southeast.edu/cefinassist.
Driver Education & Safety

Driver Education
Instruction consists of online lecture and behind-the-wheel training (lab) that meets separately. Participation in an orientation is required before each class. Orientations will be held on dates listed below via Zoom. A Zoom link will be sent to the student’s email one week prior to the orientation. Student must have a school or learner’s permit and complete both the online lecture and driving to be eligible for documentation for the Provisional Operator’s Permit and/or driving to be eligible for documentation. Participation in an orientation is required before each class. Orientations will be held on dates listed below via Zoom. A Zoom link will be sent to the student’s email one week prior to the orientation. Student must have a school or learner’s permit and complete both the online lecture and driving to be eligible for documentation for the Provisional Operator’s Permit and/or driving license.

Required Orientation
--Thurs., June 25
- Thurs., July 2
- Thurs., July 9
- Thurs., July 16
- Thurs., July 23
- Thurs., Aug. 27

SCC is actively monitoring updates and making decisions based on recommendations from the Centers for Disease Control and Prevention, as well as local and state health authorities, concerning the outbreak of COVID-19 (Coronavirus). The health and safety of the College community is of high importance, and SCC plays an important role in slowing the spread of the virus. SCC Continuing Education is working on drive lab schedules that follow recommended safety practices. Details regarding requirements will be emailed to students at least two weeks in advance. Classes are subject to change, based on current local and state guidelines.

(2.6 CEUs) For a detailed brochure, complete with Driver Education & Safety classes for 2020, contact us at continued@seoutheast.edu, 402-437-2700 or 800-828-0072. NOTE: Attendance is critical to the student’s success. Each class and lab must be attended as scheduled. Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at www.sccbookstore.com.

Lincoln SCC
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 13-18 Online Lecture Only $295
  TRAN-3398-OCUL
- July 20-25 Online Lecture Only $295
  TRAN-3398-LNUI
- July 27-Aug. 1 Online Lecture Only $295
  TRAN-3398-LNUS
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-LNUX
- Sept. 8-Oct. 17 Online Lecture Only $295
  TRAN-3398-LNFA

Lincoln East High School
- July 13-18 Online Lecture Only $295
  TRAN-3398-OCUW
- July 27-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUFF
- Sept. 8-Oct. 17 Online Lecture Only $295
  TRAN-3398-OCFC

Lincoln High School
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUZ
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCUKK

Lincoln North Star High School
- July 13-18 Online Lecture Only $295
  TRAN-3398-OCUW
- July 27-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUG
- Sept. 8-Oct. 17 Online Lecture Only $295
  TRAN-3398-OCDF

Lincoln Northeast High School
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUBB
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCUMM

Lincoln Southeast High School
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUAA
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCULL

Lincoln Southwest High School
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 13-18 Online Lecture Only $295
  TRAN-3398-OCUT
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUI
- July 27-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUEE
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCUIJ
- Sept. 8-Oct. 17 Online Lecture Only $295
  TRAN-3398-OCFB

Lincoln Drive Lab Schedule
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 7-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUZ
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUAA
- July 27-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUEEE
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCUIJ
- Sept. 8-Oct. 17 Online Lecture Only $295
  TRAN-3398-OCFB

 Beatrice SCC
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 20-25 Online Lecture Only $295
  TRAN-3398-OCUZ
- Aug. 3-8 Online Lecture Only $295
  TRAN-3398-OCUI

Beatrice Drive Lab Schedule
Drive lab meets one hour every day Monday through Saturday for one week only. Starting times offered are: 7:15 a.m., 8:30 a.m., 9:45 a.m., 11 a.m., 12:15 p.m., 1:30 p.m., 2:45 p.m., 4 p.m., 5:15 p.m. or 6:30 p.m.

Crete High School
- July 6-11 Online Lecture Only $295
  TRAN-3398-OCUW
- July 7-Aug. 1 Online Lecture Only $295
  TRAN-3398-OCUZ

Cretes Drive Lab Schedule
Drive lab meets one hour every day Monday through Saturday. Starting times offered are: 7:15 a.m., 8:30 a.m., 9:45 a.m., 11 a.m., 12:15 p.m., 1:30 p.m., 2:45 p.m., 4 p.m., 5:15 p.m. or 6:30 p.m.

Driver Education Instructor Training
Prerequisite: Must be at least 21 years of age, have a high school diploma or equivalent, valid operator’s license held in state of residence for two consecutive years, clean driving record (for the prior five years, the instructor candidate must have no violation on record for which five or more points might be assessed. This includes probation or other situations in which no points were actually assessed for the violation. You must have no suspensions or revocations of record within the last five years, including any convictions for DWI or any related alcohol or drug offense in connection with motor vehicle use. DMV Title 247.)

This is a Department of Motor Vehicles-approved course for the certification of instructor to teach driver education in a non-credit format. Focus is on fundamental driver education, curriculum development and presentation skills. The intent of this course is for those individuals who want to teach outside the K-12 system.

Four-Hour STOP Class
Diversions of minor traffic violations in Seward, Thayer and York Counties.

Contact us at STOP@seoutheast.edu for scheduling details and cost.

Payment is due at time of registration for all non-credit classes.
Smart Drivers!

This is an eight-hour comprehensive course applying fundamental traffic laws and increasing driver awareness. Nebraska law requires that driver improvement classes are eight hours. (0.8 CEUs) This class is approved by the Nebraska Department of Motor Vehicles and can be applied toward: under-age 21, six-point accumulation, reinstatement of point revocation, employment driving permit, two-point credit to driving record. Participants will NOT be admitted into class 15 minutes after the scheduled start time. Participants must provide driver license number in class.

**Keyword: Driver**

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>CEUs</th>
<th>Fee</th>
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<tr>
<td>July 11</td>
<td>S</td>
<td>8 a.m.-4:30 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>TRAN-3363-TCUH</td>
<td>$65</td>
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<td>July 25</td>
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<td>LIVE Online, Zoom</td>
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<td>$65</td>
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<td>TRAN-3363-TCUJ</td>
<td>$65</td>
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<td>Sept. 12</td>
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<td>TRAN-3363-Cefa</td>
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<td>Sept. 26</td>
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<td>LIVE Online, Zoom</td>
<td>TRAN-3363-CefB</td>
<td>$65</td>
</tr>
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</table>

Motorcycle Safety: Beginning Riders Course

Prerequisites: You must be at least 16 and able to balance and ride a bicycle. If you are age 16 and 17, a waiver must be signed by a parent or guardian. Failure to provide will disqualify participation in class, and a refund will not be available.

This 18-hour course is intended for beginning riders age 16 or older and is designed to teach safe motorcycle operation.

Lecture presentations occur online and at a physical location. The eCourse requires you to have access to high-speed internet with Adobe Flash Player. Ideally, the eCourse is successfully completed one week prior to the hands-on training component. Please include your personal email address on the registration form. Approximately one week after you register, an email and letter will be sent with instructions on how to access the eCourse.

(1.8 CEUs) You must successfully complete the online eCourse and the written and driving exams to receive documentation for the motorcycle endorsement. You will provide your own protective riding apparel, including Department of Transportation-approved helmet and eye protection, over-the-ankle footwear, long-sleeve shirt or jacket, long non-flare denim pants or equivalent, and full-fingered gloves, preferably leather.

◆ Class is held on Friday from 6:30 p.m., Saturday from 8 a.m.-4:30 p.m. and Sunday from 8 a.m.-1 p.m.

◆ Class is held on Friday from 6:30 p.m., Saturday from 7 a.m.-3:30 p.m. and Sunday from 7 a.m.-noon.

**Keyword: Motorcycle**

<table>
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<tr>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Location</th>
<th>CEUs</th>
<th>Fee</th>
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</thead>
<tbody>
<tr>
<td>Aug. 28-30</td>
<td>F</td>
<td>6:30 p.m. - S 1 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>TRAN-3378-LNF</td>
<td>$239</td>
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<td>Sept. 11-13</td>
<td>F</td>
<td>6:30 p.m. - S 1 p.m.</td>
<td>Lincoln, LNK, S-1</td>
<td>TRAN-3378-LNFC</td>
<td>$239</td>
</tr>
<tr>
<td>Oct. 2-4</td>
<td>F</td>
<td>6:30 p.m. - S 1 p.m.</td>
<td>Lincoln, LNK, S-1</td>
<td>TRAN-3378-LNFD</td>
<td>$239</td>
</tr>
</tbody>
</table>

Courses are subject to change.

- **Looking for classes in your area?** See pages 50-53 for the Course List by Region.

- **Location Key** is on page 48.

- **Don’t Miss SCC Discovery Days!**

SCC Discovery Days will give you the opportunity to experience SCC first-hand and discover for yourself what students and alumni love about Southeast Community College! During SCC Discovery Days, you’ll receive answers to your questions about a variety of topics, including our Programs of Study, how to pay for college, support services, housing, and activities. You also will take a campus tour. There is no cost to attend, and lunch is provided!

For more information, dates or to register, visit www.southeast.edu/discoverssc.
多くの業務やビジネスアイデアに手助けが必要ですか？

The Focus Suites at Southeast Community College is a professional and comfortable place to do business, for real. Business owners in the Focus Suites community are passionate about their work. Some are just starting their entrepreneurial journey while others have already celebrated many milestones. We offer a variety of services and resources to help entrepreneurs including office space, coaching and networking opportunities.

Building a business requires drive and focus. In a culture that celebrates the process, business owners can avoid getting overwhelmed and face change alongside others who have similar challenges.

- Individual office suites with 24/7 access
- Supportive, collaborative community culture
- Flexible leases and affordable rental rates
- Free parking and high-speed internet
- Shared Collaboration Room

Entrepreneurs needing office space a few hours a week can take advantage of the Suite Spot, our private office dedicated for drop-in hours. Perfect for making phone calls, meeting clients, or collaborating with our Focus Suites community. The Suite Spot is a great place to get focused and do business, for real.

- $5 per hour
- Private office for drop-in work hours
- Free parking and high-speed internet
- Available Monday-Friday, 8 a.m.-5 p.m.
- Convenient, online scheduling

Perk Up Thursdays
Join us Thursday mornings at 10 a.m. for relaxed networking. Each week a featured speaker shares their business experiences. Perk Up Thursday events are open to the public and attendees range from aspiring entrepreneurs and current business owners to resource providers.

Sign up for the newsletter at www.southeast.edu/entrepreneurship. Can’t attend a coffee? No worries, you can view them at your convenience on our YouTube Channel!

Focus Coaching is a customizable coaching experience designed to help entrepreneurs identify their strengths and vulnerabilities. Participants are introduced to tools for informed decision making. The first session is free so we can learn about your unique business situation, determine if Focus Coaching is a fit or if there is another resource we can recommend.

$149 for a package of 3 sessions
Examples of tools/topics:
- How to apply your StrengthsFinder Assessment results to your life and business
- Business Model Canvas (to start a business or to make business decisions in an existing business)
- Jobs, Pains & Gains approach to understanding target market
- Systems creation and tools
- Marketing strategies

To reserve the Suite Spot, schedule your free coaching appointment, or check out our spotlight speakers from Perk Up Thursday, visit www.southeast.edu/entrepreneurship or follow the Focus Suites on Facebook© and Twitter.
Beatrice
BAGC .................. SCC Agriculture Center, one mile south of the SCC Beatrice Campus on Highway 136
FLOW .................... Flowing Springs, 2211 Sunset Drive
Southeast Community College, Beatrice Campus, 4771 W. Scott Road
FOR ..................... Ford Hall
JAC .......................... Jackson Hall
KEN .......................... Kennedy Center
TRU .......................... Truman Center

Crete
CREH .......................... Crete High School, 1750 Iris Ave.

Deshler
DESH .......................... Deshler High School, 1402 Third St.

Falls City
FCLC .......................... Learning Center at Falls City, 3200 Bill Schock Blvd.

Hebron
HNLC .......................... Learning Center at Hebron, 610 Jefferson Ave.

Lincoln
ARCH .......................... Architectural GlassArts, 4035 S. 48th St.
CEC .......................... Jack J. Huck Continuing Education Center, 301 S. 68th St. Place
EHS .......................... East High School, 1000 S. 70th St.
EPCH .......................... Eastridge Presbyterian Church, 1135 Eastridge Drive
HTCH .......................... Holy Trinity Church, 6001 A St. (Enter west parking lot at traffic signal, use south door and go to lower level.)
KENL .......................... Kenl Inn, 10241 E. Old Cheney Road (1 1/4 mile east of 84th and Old Cheney)
LHS ...... Lincoln High School, 2229 J St.
LNE ..... Lincoln Northeast High School, 2635 N. 63rd St.
LNK ..... Southeast Community College, Lincoln Campus, 8800 O St.
LNS .... Lincoln North Star High School, 5801 N. 33rd St.
LSE ..... Lincoln Southeast High School, 2930 S. 37th
LSW ..... Lincoln Southwest High School, 7001 S. 14th
LUEX .......................... Lux Center for the Arts, 2601 N. 48th St. (Enter through the glass door on the west side of building off parking lot.)
NOTE: Ceramics classes are in the building directly west of the Lux Center. Look for the lime green yard sign.
MGC .......................... Mahoney Golf Course, 7900 Adams St.
PIED .......................... Piedmont Church, 4801 A St.
PPNP .......................... Prairie Pines Nature Preserve, 3100 North 112th (When you arrive at the entrance gate, turn off 112th on paved driveway.)
VWSP .......................... Vang Wood Shop, 6700 Francis St.

Louisville
SHSH .......................... Simply Home Sweet Home Studio, 8980 Raven Drive (Class location is rural, rural, three miles from Hwy 66)

Milford
Southeast Community College, Milford Campus, 600 State St.
DNLP .......................... G. Alan Dunlap Center
ETC .......................... Eicher Technical Center

Nebraska City
AWC .......................... Ambassador Wellness Center, 1240 N. 19th

Plattsmouth
FKHM .......................... Fork and Hammer, 546 Main St.
PLLC .......................... Learning Center at Plattsmouth, 537 Main St.
SER .......................... Serenity Yoga & Wellness, 546 Avenue A, Suite 5

Wahoo
WAVI .......................... Waverly Intermediate School, 4621 Heywood St.

Waverly

York
YKLC .......................... Learning Center at York, 3130 Holen Ave. (Inside the Holthus Convention Center)
YMS .......................... York Middle School, 1730 N. Delaware Ave.

________________________________________________________________________

See Desc. .......................... The course description will give the class location
TBA .......................... To Be Announced
Jack J. Huck Continuing Education Center (CEC)
301 S. 68th St. Place,
Lincoln, NE  68510-2449
402-437-2700 | 800-828-0072
FAX: 402-437-2703
TDD (for the hearing impaired):
402-437-2702
Normal Business Hours:
Mondays-Fridays 7:30 a.m.-7:30 p.m.
Saturdays 7:30-11:30 a.m.

Beatrice Campus’ Continuing Education
Kennedy Center
4771 W. Scott Road,
Beatrice, NE 68310
402-228-8244 | 800-233-5027, ext. 1244

SCC Campus Store
www.sccbookstore.com
or in person at the Lincoln Campus
8800 O St., Lincoln, NE 68520-1299
402-437-2560 | 800-642-4075, ext. 2560

Beatrice Campus
4771 W. Scott Road, Beatrice, NE 68310-7042
402-228-3468 | 800-233-5027
FAX: 402-228-8935

Lincoln Campus
8800 O St., Lincoln, NE 68520-1299
402-471-3333 | 800-642-4075
FAX: 402-437-2402

Milford Campus
600 State St., Milford, NE 68405-8498
402-761-2131 | 800-933-7223
FAX: 402-761-2324

Other Lincoln Locations
Education Square (ESQ)
1111 O St., Suite 112, Lincoln, NE  68508-3614
402-323-3441 | 800-642-4075
FAX: 402-323-3453

Entrepreneurship Center
285 S. 68th St. Place,
Lincoln, NE 68510-2449
402-323-3383 | 800-642-4075
FAX: 402-323-3399

SCC Area Office
301 S. 68th St. Place, 5th Floor,
Lincoln, NE  68510-2449
402-437-2560 | 800-642-4075
FAX: 402-437-2402

Learning Center Locations
Learning Center at Falls City
3200 Bill Schock Blvd.,
Falls City, NE 68355-2420
402-323-3396

Learning Center at Hebron
610 Jefferson Ave.,
Hebron, NE 68370-1942
402-323-5591

Learning Center at Nebraska City
819 Central Ave.,
Nebraska City, NE  68410-2408
402-437-2298

Learning Center at Plattsmouth
537 Main St.,
Plattsmouth, NE  68048-1963
402-437-2298

Learning Center at Wahoo
536 N. Broadway St.,
Wahoo, NE  68066-1653
402-323-5581

Learning Center at York
3130 Holen Ave.,
York, NE  68467-4809
402-323-3635

Admissions
Beatrice .................................. 402-228-8214
Lincoln .................................... 402-437-2600
Milford .................................... 402-761-8243
Email: Admissions@southeast.edu

Campus Store
Beatrice .................................. 402-228-8267
Lincoln .................................... 402-437-2560
Milford .................................... 402-761-8214
Website: sccbookstore.com

Campus Tours
Beatrice .................................. 402-228-8252
Lincoln .................................... 402-437-2600
Milford .................................... 402-761-8243

Career Advising
Beatrice .................................. 402-228-8242
Lincoln .................................... 402-437-2620
Milford .................................... 402-761-8202

Continuing Education
Lincoln .................................... 402-437-2700, 800-828-0072
Email: continuinged@southeast.edu

Entrepreneurship Center
Lincoln .................................... 402-323-3383

Financial Aid
All campuses ............................. 402-437-2610
Email: FinancialAid@southeast.edu

Learning Centers
Falls City ................................. 800-828-0072, ext. 3396
Hebron ................................ 800-828-0072, ext. 5591
Nebraska City .......................... 800-828-0072, ext. 3636
Plattsmouth ............................ 800-828-0072, ext. 2298
Wahoo ................................ 800-828-0072, ext. 5581
York .................................... 800-828-0072, ext. 3634

Canvas Support
All campuses ............................. 402-437-2447
Email: HelpDesk@southeast.edu

Parents of All Ages Program (POAA)
Beatrice .................. 402-228-3468, ext. 1350

Placement (graduates)
Beatrice .................. 402-228-8216
Lincoln .................. 402-437-2622
Milford .................. 402-761-8242

Registration/Records
All campuses .................. 402-437-2605
Email: Registration@southeast.edu

Student Accounts
(Cashier/Tuition)
All campuses .................. 402-437-2669

Student Services
Beatrice .................. 402-228-8210
Lincoln .................. 402-437-2799
Milford .................. 402-761-8243

Veterans Services
All ................................. 402-437-2668

49
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<th>Course Title</th>
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<td>15th Annual Nebraska Cyber Security Conference</td>
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<td>Abuse &amp; Neglect Prevention for Nursing Assistants</td>
<td>$17</td>
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<tr>
<td>Accounting for Business Owners</td>
<td>$7</td>
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<tr>
<td>Accounting Fundamentals Series (Ed2Go)</td>
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<tr>
<td>Acrylic Painting: Hydrangea</td>
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<td>Acrylic Painting: Sunflower</td>
<td>$29</td>
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<tr>
<td><strong>NEW! Air Fryer 101</strong></td>
<td>$37</td>
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<tr>
<td><strong>NEW!</strong> Apple ID, iCloud &amp; Photo Management with Photos for Mac</td>
<td>$19</td>
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<tr>
<td><strong>Art Camp:</strong> Dandy, Daring &amp; Dynamic 3D Art Exploration! for Ages 11-18</td>
<td>$28</td>
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<td><strong>NEW!</strong> Draw What You See—Realistic Drawing for Teens to Adults!...28</td>
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<td><strong>NEW!</strong> Don’t Junk It Journal for Teens to Adults!</td>
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<td><strong>NEW!</strong> Shortcake</td>
<td>$36</td>
</tr>
<tr>
<td><strong>Beauty of Watercolor, The</strong></td>
<td>$30</td>
</tr>
<tr>
<td><strong>Beginner Self-Publishing</strong></td>
<td>$42</td>
</tr>
<tr>
<td><strong>Beginning Knitting</strong></td>
<td>$32</td>
</tr>
<tr>
<td><strong>Beginning Spanish</strong></td>
<td>$39</td>
</tr>
<tr>
<td>Building a Website Level I</td>
<td>$23</td>
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<tr>
<td>Building a Website Level II</td>
<td>$23</td>
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<tr>
<td><strong>Certificate in Structured Query Language (SQL) (UGotClass)</strong></td>
<td>$24</td>
</tr>
<tr>
<td><strong>College Tuition Planning</strong></td>
<td>$41</td>
</tr>
<tr>
<td><strong>Co-Parenting: Working Together for Your Children (Online)</strong></td>
<td>$34</td>
</tr>
<tr>
<td><strong>Data Analysis Certificate (UGotClass)</strong></td>
<td>$24</td>
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<tr>
<td><strong>Defensive Bridge Strategies</strong></td>
<td>$43</td>
</tr>
<tr>
<td><strong>DNA Tells a Story</strong></td>
<td>$37</td>
</tr>
<tr>
<td><strong>End-of-Life Care: A New Approach to Difficult Conversations</strong></td>
<td>$16</td>
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<tr>
<td><strong>Excel 2016:</strong> Basic</td>
<td>$22</td>
</tr>
<tr>
<td>Intermediate</td>
<td>$22</td>
</tr>
<tr>
<td><strong>NEW! Farmhouse Wreaths</strong></td>
<td>$28</td>
</tr>
<tr>
<td><strong>First-Rate Bridge Conventions &amp; Competitive Bidding</strong></td>
<td>$43</td>
</tr>
<tr>
<td><strong>Flowering Cupcakes</strong></td>
<td>$37</td>
</tr>
<tr>
<td><strong>Food Protection Manager Online Class</strong></td>
<td>$37</td>
</tr>
<tr>
<td><strong>Four-Hour STOP Class</strong></td>
<td>$45</td>
</tr>
<tr>
<td><strong>NEW!</strong> Gratitude, Gimmicks &amp; Going the Extra Mile</td>
<td>$34</td>
</tr>
<tr>
<td><strong>Hack Your Way to Security (Ed2Go)</strong></td>
<td>$24</td>
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<tr>
<td><strong>Handmade Greeting Cards</strong></td>
<td>$30</td>
</tr>
<tr>
<td>I Don’t Need a Will, I’m Only 30</td>
<td>$40</td>
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<tr>
<td>Intravenous Therapy: Current Standards of Practice 1</td>
<td>$16</td>
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<tr>
<td>Intro to the Ukulele</td>
<td>$41</td>
</tr>
<tr>
<td><strong>NEW!</strong> Introduction to Business Acumen</td>
<td>$9</td>
</tr>
<tr>
<td><strong>Introduction to Crystal Reports (Ed2Go)</strong></td>
<td>$24</td>
</tr>
<tr>
<td><strong>Introduction to Podcasting</strong></td>
<td>$42</td>
</tr>
<tr>
<td><strong>Introduction to Python 2.5 Programming (Ed2Go)</strong></td>
<td>$24</td>
</tr>
<tr>
<td><strong>Katie’s Cooking Class: Knife Techniques</strong></td>
<td>$37</td>
</tr>
<tr>
<td><strong>Learn to Crochet</strong></td>
<td>$32</td>
</tr>
<tr>
<td><strong>NEW! Let’s Do Lunch:</strong> Host a Meeting on Zoom</td>
<td>$42</td>
</tr>
<tr>
<td><strong>How to Use Zoom</strong></td>
<td>$42</td>
</tr>
<tr>
<td><strong>Level 2 Co-Parenting:</strong> Working Together for Your Children</td>
<td>$34</td>
</tr>
<tr>
<td>LinkedIn® for Business: Basic</td>
<td>$8</td>
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<tr>
<td>Macarons</td>
<td>$36</td>
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<tr>
<td><strong>Old Fashioned Soap Making</strong></td>
<td>$40</td>
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<tr>
<td><strong>Online Buying &amp; Selling</strong></td>
<td>$20</td>
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<tr>
<td><strong>Organize Your Home (AKA Keep It or Toss It)</strong></td>
<td>$38</td>
</tr>
<tr>
<td><strong>NEW! Passwords, Logins, IDs—OH MY!</strong></td>
<td>$20</td>
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<tr>
<td><strong>Pictures Galore, Organizing &amp; More!</strong></td>
<td>$30</td>
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<tr>
<td><strong>Planning a Funeral</strong></td>
<td>$35</td>
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<tr>
<td><strong>Power You Have, The Power You Give, The</strong></td>
<td>$35</td>
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<tr>
<td><strong>Project Management Certificate (UGotClass)</strong></td>
<td>$24</td>
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<tr>
<td><strong>QuickBooks 2019:</strong> Basic</td>
<td>$6</td>
</tr>
<tr>
<td>Intermediate</td>
<td>$6</td>
</tr>
<tr>
<td><strong>QuickBooks 2019 Series (Ed2Go)</strong></td>
<td>$24</td>
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<tr>
<td><strong>NEW!</strong> Resin &amp; Clay Jewelry</td>
<td>$32</td>
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<tr>
<td><strong>RN/LPN Refresher</strong></td>
<td>$17</td>
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<tr>
<td><strong>Scratch 3.0:</strong> Imagine, Program, Share for Ages 10-13</td>
<td>$44</td>
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<tr>
<td><strong>Sign Exact English 1</strong></td>
<td>$39</td>
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<tr>
<td><strong>Sign Exact English 1.5</strong></td>
<td>$39</td>
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<tr>
<td><strong>Sign Exact English 2</strong></td>
<td>$39</td>
</tr>
<tr>
<td><strong>NEW!</strong> Sign Exact English: Medical Focus</td>
<td>$39</td>
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<tr>
<td><strong>Smart Drivers!</strong></td>
<td>$46</td>
</tr>
<tr>
<td><strong>Smartphone Basics: iPhone</strong></td>
<td>$46</td>
</tr>
<tr>
<td><strong>Social Media for Business Certificate (UGotClass)</strong></td>
<td>$24</td>
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<tr>
<td><strong>Social Security 101: Understanding This Retirement Benefit</strong></td>
<td>$40</td>
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<tr>
<td><strong>Soldering 101: Understanding This Retirement Benefit</strong></td>
<td>$40</td>
</tr>
<tr>
<td><strong>Spanish for Adult &amp; Child</strong></td>
<td>$39</td>
</tr>
<tr>
<td><strong>SQL Series (Ed2Go)</strong></td>
<td>$24</td>
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<tr>
<td><strong>NEW!</strong> Summertime Tarts</td>
<td>$36</td>
</tr>
<tr>
<td><strong>NEW!</strong> Sumptuous Summer Floral Basket</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Tips &amp; Tricks with Your New iPhone or iPad</strong></td>
<td>$19</td>
</tr>
<tr>
<td><strong>NEW!</strong> Tired of Cable TV, Dish or Direct TV? Cut the Cord!</td>
<td>$40</td>
</tr>
<tr>
<td><strong>Tool Box for Meditation, A</strong></td>
<td>$39</td>
</tr>
<tr>
<td><strong>NEW!</strong> Truly Mexican: Mexican with Summer Garden Goodness</td>
<td>$35</td>
</tr>
<tr>
<td><strong>Two Steps Beyond Beginning Bridge</strong></td>
<td>$43</td>
</tr>
<tr>
<td><strong>Understanding Investing</strong></td>
<td>$40</td>
</tr>
<tr>
<td><strong>Welcome to Medicare</strong></td>
<td>$40</td>
</tr>
<tr>
<td><strong>NEW!</strong> Whether You Knead It or Not:</td>
<td>$34</td>
</tr>
</tbody>
</table>
Leadership Communication Boot Camp ............. 9
Nothing New Trip...................................... 32
One-on-One Voice Lessons............................ 41
QuickBooks 2019: Basic........................................ 6
Intermediate...................................................... 6
Scrap o poly: Dream Daze Scrapbook Retreat......... 31
Turning Stress into Strength ______________________ 9
Welcome to Medicare .................................... 34
Wine, Dine & Sights in the City Trip
(Beatrice, Cortland)........................................ 33
Yoga & Pilates.................................................... 44

**LEARNING CENTER AT HEBRON REGION**

**www.southeast.edu/HebronLC**

*These classes are held in Hebron unless noted.*

- Food Protection Manager Online Class ........... 37
- Gas Metal Arc Welding I (Steel) (Deshler, Credit Class)................................. 13
- Gas Metal Arc Welding II (Aluminum) (Deshler, Credit Class)................................. 13
- Get Going with Google Docs .................. 20
- **NEW!** How to Spot Fake News .................... 41
- Leadership Communication Boot Camp ........... 9
- Learning Windows 10 .................................... 18
- One-on-One Computer Training: 3 Hours ... 18
- One-on-One Smart Device Training ............... 19
- Pick the Right Medicare Drug Plan .............. 34
- Smartphone Basics: Android ....................... 19
- Welcome to Medicare .................................... 34

**BEATRICE REGION**

**www.southeast.edu/BeatriceCE**

*These classes are held in Beatrice unless noted.*

- Adult Pottery .............................................. 27
- Artificial Insemination in Cattle ..................... 7
- Being Radically Inclusive:
  - It’s Not So Radical .................................. 10
- Bob Ross: Desert Aglow .............................. 31
- Driver Education ........................................ 45
- Electrical Fundamentals ............................ 11
- **Emotional intelligence:**
  - The Foundation of Lifelong Success ........... 10
- Excel 2016: Basic ...................................... 22
  - Intermediate ........................................ 22
- Food Protection Manager Online Class ......... 37
- Forklift Operator ....................................... 12
- Gentle Yoga ............................................. 44
- Intravenous Therapy: Current Standards of Practice 2 Skills (Hybrid Course) .......... 16
- Leadership Communication Boot Camp ........... 9
- Nothing New Trip...................................... 32
- One-on-One Voice Lessons............................ 41
- QuickBooks 2019: Basic........................................ 6
  - Intermediate........................................ 6
- Scrap o poly:
  - Dream Daze Scrapbook Retreat ................. 31
- Turning Stress into Strength __________________ 9
- Welcome to Medicare .................................... 34
- Wine, Dine & Sights in the City Trip
  (Beatrice, Cortland) .................................... 33
- Yoga & Pilates............................................. 44

**LEARNING CENTER AT FALLS CITY REGION**

**www.southeast.edu/FallsCityLC**

*These classes are held in Falls City unless noted.*

- Basic RS LOGIX 500, Allen-Bradley PLCs ....... 11
- Fall Junkstock Bus Trip .................................... 33
- Forklift Operator ........................................ 12
- Gas Metal Arc Welding ................................ 13
- Get Going with Google Docs .................. 20
- Leadership Communication Boot Camp ........... 9
- Learning Windows 10 .................................... 18
- **NEW!** Let’s Do Lunch Series:
  - Vacation Planning .................................... 42
- New Theatre Bus Trip: Menopause the Musical . 33
- One-on-One Computer Training: 3 Hours ... 18
- One-on-One Smart Device Training ............... 19
- Pick the Right Medicare Drug Plan .............. 34
- Smartphone Basics: Android ....................... 19
- Vision Board Venturing:
  - Living Your Best Life, Health & Wellness Vision Board ................................... 42
- Welcome to Medicare .................................... 34

**LINCOLN REGION**

**www.southeast.edu/continuing**

*These classes are held in Lincoln unless noted.*

- Acrylic Class (Beginning/Intermediate) .......... 29
- Adobe Acrobat DC Pro ............................... 21
- Adobe InDesign:
  - Exploring Graphic Features .................... 21
- Streamlining Your Workflow .................... 21
- Adobe Spark ............................................ 22
- Adopted...Now What? ................................... 26
- Awakening to Your Dreams ....................... 42
- Basic Programmable Logic Controllers (PLCs) for Electricians ...................... 12
- Basic Computer ....................................... 18
- Basic RS LOGIX 500, Allen-Bradley PLCs ....... 11
- Beginning Blues Harmonica ....................... 41
- Beginning Handbells .................................... 41
Course List by Region

Lincoln Region (cont.)

www.southeast.edu/continuing

These classes are held in Lincoln unless noted.

Beginning Watercolor ........................................29
Beginning Wood Carving ...................................26
Being Radically Inclusive: It's Not So Radical .......10
Belly Dance for Beginners .................................33
Bob Ross: Blood Moon (Waverly) .........................31
Mountain At Sunset ............................................31
Building a Website Level I .................................23
Canva ...................................................................22
NEW! Certified Fiber Optics Boot Camp (CFOT, CFOS/5, CFOS/T) .........................................................12
Conflict is Inevitable, Manage It Well ..............16
Continuing Pilates ...............................................44
CPR AED (Community) ......................................15
CPR AED Online + Skills Session .....................14
CPR - Basic Life Support ....................................14
CPR - HeartCode® Basic Life Support Online + Skills Session ..................................................14
Daytime Fun: Dog Obedience .............................26
Just for Puppies 8-16 Weeks Old ....................26
Driver Education ...............................................45
Easy Rightsizing .................................................38
Electrical Code ..................................................11
Electrical Troubleshooting ................................11
NEW! Energize Your Body, Mind & Spirit ......40
Excel 2016: Basic .............................................22
Intermediate ......................................................22
Advanced ..........................................................22
Extreme Retirement Planning .........................40
First Aid Heartsaver® ........................................14
Food Protection Manager Online Class ..........37
Forest Bathing ....................................................39
Forklift Operator ...............................................12
Friday Night Crop .............................................30
Golf for You! ......................................................43
Gourd Art .........................................................26
Healthy Harmonica .........................................41
How to Lead Projects ....................................... 9
Industrial Electro-Pneumatics .........................11
NEW! Industrial Hemp Day Camp (Dwight) ......38
Introduction to Computer .................................18
Introduction to Adobe Lightroom ......................22
NEW! Introduction to Business Acumen ............ 9
Introduction to Illustrator CC ........................... 9
Introduction to InDesign CC ............................. 9
Introduction to Personal Computers for the Senior Citizen I ...................................................18
Introduction to Photoshop CC .........................22
Irish Social Dance for Ages 12 & Up ...............33
Irish Step Dance for Ages 7 & Up ....................33
Jump Start Writing Your Life Story ...................42
NEW! Junk Journal: File Folder .........................29
Kolaches & Cinnamon Twists ............................37
Landscaping with Fall & Spring Flowering Bulbs 38
Leadership Communication Boot Camp ......... 9
Lost Wax Casting ..............................................32
Mac for Beginners ............................................ 9
Macintosh Basics .............................................. 9
Managing Risks in Projects ............................. 9
Motor Control & Relay Logic .............................11
Motorcycle Control & Relay Logic ....................11
Motorcycle Safety: Beginning Riders Course ......46
National Electrical Code Seminar ....................11
Nebraska "N" Glass Window Painting ................29
Nothing New Trip .............................................32
Outlook 2016: Basic .........................................23
Perfect Pie, The: Two Crust Fruit Pie ...............36
Post Anesthesia Care .......................................15
Pottery Wheel ..................................................27
PowerPoint 2016: Basic ..................................23
Practical Knowledge for the Home Landscaper ....38
QuickBooks 2019: Intermediate .......................6
Relaxation Techniques .......................................39
Scrapfest: Living It Up .....................................30
Secrets of Baby Behavior, The ....................... 16
Show Your Door Some Love ............................27
Sign Language 1 ...............................................39
Small-Business MasterClass: How to Find & Select the Best People for Your Company ................7
Small Scale Hemp Farming ...............................38
Smart Drivers! ...............................................46
Sport Sampler of Dog Activities .......................26
Sugar Cookie Fun .............................................36
T’ai Chi for Beginners .......................................44
Taxes in Retirement ..........................................40
Team Playbooking: Helping Work Teams Play Well Together .................................................9
Tobacco Basket Floral ......................................35
Top 7 Tools to Help You Manage Projects ...... 9
Trauma Nursing Core Course .........................17
NEW! Treasure Hunting 101 .........................34
Truly Mexican: Rellenos .................................35
Turning Stress into Strength ......................... 9
Understanding White Balance (Color Correction) .........................................................42
Water in the Landscape ....................................38
Welcome to Medicare .....................................34
What Do Quarterbacks Say at the Scrimmage Line? ..................................................43
What's New in the World of Drugs 2020 .........16
Windows 10 ....................................................18
Windows to Mac Transition ............................19
Wine, Dine & Sights in the City Trip ...............33
LEARNING CENTER AT NEBRASKA CITY REGION
www.southeast.edu/NebraskaCityLC

All classes are held in Nebraska City unless noted.

Beauty of Watercolor, The .................................................. 30
Beginning Guitar ................................................................. 41
NEW! Cardio Circuit .......................................................... 43
Fall Junkstock Bus Trip ......................................................... 33
Food Protection Manager Online Class .............................. 37
NEW! Getting Ready to Start My Business......................... 8
NEW! How to Spot Fake News ............................................. 41
Introduction to Podcasting ......................................................... 42
Meet, Eat & Learn: Importance of Being Mindful of Your Emotions................. 39
Morning Mix-Up ................................................................. 43
Motor Control & Relay Logic .................................................. 11
New Theatre Bus Trip: Menopause the Musical ................. 33
Pet Massage ........................................................................ 26
Pick the Right Medicare Drug Plan ................................. 34
Pumpkins & Sunflowers! ...................................................... 35
Variable Frequency Drives .............................................. 12
What to Do with All Those Apples! ......................................... 36

LEARNING CENTER AT PLATTSMOUTH REGION
www.southeast.edu/PlattsmouthLC

These classes are held in Plattsmouth unless noted.

Acrylic Painting: Seasons .................................................. 29
Pumpkins (Louisville) .......................................................... 29
Basic Weaving ................................................................. 27
Beading a Bowl ................................................................. 28
Beginning Guitar ................................................................. 41
NEW! Cajun Cook ............................................................... 35
Creating Pottery Serving Dishes (Louisville) ....................... 27
Creativity is Brewing! (Louisville) ........................................ 29
Excel 2016: Basic ............................................................... 22
Intermediate ................................................................. 22
NEW! History for Fun: Origins of Democracy ..................... 37
NEW! How to Spot Fake News ............................................. 41
NEW! Hydroponic Garden .................................................. 38
iCloud Photo Management: The Best Way to Bank Your Pictures ...... 19
Intro to Watercolor Painting (Louisville) ......................... 29
Introduction to Podcasting ......................................................... 42
Knot Your Momma’s Macramé ............................................. 27
New Theatre Bus Trip: Menopause the Musical .................... 33
One-on-One Computer Training: 3 Hours ... 18
One-on-One Smart Device Training .................................. 19
One-on-One Social Media Training ..................................... 20
Painting Rustic Autumn Signs (Louisville) ....................... 26
Poetry ABCs ...................................................................... 41
Scrapbook Retreat ............................................................. 30
Smartphone Basics: iPhone ............................................. 19
Yoga ............................................................................... 44

LEARNING CENTER AT Wahoo REGION
www.southeast.edu/WahooLC

These classes are held in Wahoo unless noted.

NEW! Body Sculpting: Butts & Guts .................................. 43
Get Started with Computers .............................................. 18
Grow with Yoga ................................................................. 44
NEW! How to Spot Fake News ............................................. 41
NEW! Industrial Hemp Day Camp (Dwight) ......................... 38
Music Appreciation ............................................................. 38
One-on-One Computer Training: 3 Hours ... 18
One-on-One Smart Device Training ................................. 19
Organize Your Home (AKA Keep It or Toss It) .................... 38
Pick the Right Medicare Drug Plan ................................. 34
Welcome to Medicare ......................................................... 34
Yoga for Beginners .............................................................. 44

LEARNING CENTER AT YORK REGION
www.southeast.edu/YorkLC

These classes are held in York unless noted.

Advanced Precision Machining (Milford) ......................... 13
Automotive Restoration & Collision Repair (Milford) .......... 11
Basic Precision Machining (Milford) ................................. 11
Driver Education (Crete) ..................................................... 45
Homemade Kolaches .......................................................... 37
Introduction to Podcasting ......................................................... 42
National Electrical Code Seminar (Milford) ......................... 11
One-on-One Computer Training: 3 Hours ... 18
Welcome to Adobe Lightroom Classic ................................ 22
REGISTRATION INFORMATION/POLICIES

DETAILLED INSTRUCTIONS FOR:

PAPER FORM FOR MAILING & FAXING

1. Complete the registration form entirely-Name, SSN, Method of Payment, signature, and total amount due. Payment is due at the time of registration.
2. If your employer or government agency is paying for the course(s), attach a LETTER OF AUTHORIZATION on company letterhead from them, with tax exempt number or form if applicable, and we will bill. If charging books, three-business days advance notice is needed.

Make a COPY of the completed form, or record the information for your reference.

a. Registrations will be accepted through the first class meeting provided space is available. Enroll early as class size is limited. Enrollments are accepted on a “first come-first served” basis.

b. Report to the first class session unless you are notified that the class is full or has been cancelled. Confirmations are not mailed.

c. If your class choice is filled and you have designated on your registration form an alternate course/selection which is available, you will be entered into the alternate class and notified by mail. Payment differences if applicable also will be noted.

d. If your class choice is filled and you haven’t indicated an alternate, your payment will be mailed back promptly.

e. SCC reserves the right to cancel classes that do not have sufficient enrollment. A full refund of tuition and fees will be processed.

f. Cash, check, and charge card (Mastercard, American Express, Discover, and Visa) payments are accepted.

g. 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 Access/Equity/Diversity Office.

NOTE: The language of instruction at SCC is English. Outside of foreign language classes, classes at SCC are conducted in English. All prospective students should be sufficiently proficient in English to a) complete any initial assessment requirements (e.g., COMPASS, ASSET, TOEFL); b) benefit from and fully participate in the instructional process; and c) understand any safety requirements/alerts/directives related to classroom participation and/or safe use of machinery/equipment related to the class.

ONLINE

Login Help for Web Advisor

User ID: Your User Id is your first initial + last initial + SCC ID number with no leading zeros. For example:

John Smith, SCC ID number 0123456; js123456

If you attempt to enter a User ID and it does not allow you to login, verify your User ID by following the steps under I’m New to Web Advisor.

Don’t know your User ID or password?

Go to the “I’m New to Web Advisor” link on the WebAdvisor page. It lists four steps to assist you in obtaining the information. When you click on OK, the system moves to a screen where you can obtain your User ID or password. Enter your last name, either your SSN or SCC ID number and click SUBMIT. If you are needing your User ID, the system will show your User ID on the screen. If you are changing your password, it will be emailed to you.

THIS PASSWORD BECOMES YOUR NEW PASSWORD. WRITE IT DOWN SO YOU KNOW/REMEMBER IT!!! No one at the college can see your password. If you forget your password, it will need to be reset, which may take some time. Online help is available to request that your password be reset and sent to an email address we have on file for you. You cannot change and/or add an additional email address when requesting your password.

You can change your password at any time through the Change Password link. The new passwords must contain an UPPER case letter, a lower case letter, a number and a symbol.

Why Can’t I Register Online?

1. Do you owe the college money? (You must be free of any financial responsibility to the College in order to register)
2. Have you completed the prerequisite courses?
3. Have you filled out all the required information?
4. Does your information match what is on file?

NOTE: El idioma de instrucción en SCC es el inglés. Fuera de las clases de idiomas extranjeros, las clases en SCC se imparten en inglés. Todos los estudiantes prospectivos deben ser suficientemente competentes en inglés para: a) completar cualquier requisito de evaluación inicial (por ejemplo, COMPASS, ASSET, TOEFL); b) beneficiarse y participar plenamente en el proceso de instrucción; y c) comprender cualquier requisito de seguridad/alertas/directivas relacionadas con la participación en el aula y/o el uso seguro de la maquinaria/equipo relacionado con la clase.

CONFIRMATIONS

All registered students must report to the first class session unless you are notified by the College that the class is full or has been cancelled. Paper confirmations are not mailed. Online registration will generate a confirmation email.

DROP/WITHDRAW FROM A CLASS

“NO-SHOW” STUDENTS

Failure to attend classes does not constitute a drop or withdrawal. “No Show” students will be billed and held responsible for full payment of the tuition and fees for the classes they are registered for because the “no show” student did not drop the class online using WebAdvisor or with an “Official Drop/Add Form For Classes” within the designated refund period.

REFUND POLICY

NON-CREDIT CLASSES

The student is entitled to a 100% refund for any non-credit class if the class is dropped the day before class begins. If a student drops a class the day class begins or after, there will be no refund.

CREDIT CLASSES

You are entitled to a 100% refund for any credit class officially dropped prior to 10% of the time elapsed since the first day of the start of class, including Saturdays, Sundays, holidays, and weekdays.

“NO” refund is allowed after 10.50% of time has elapsed since the first day of the start of class, including Saturdays, Sundays, holidays, and weekdays. Your transcript will not show any registration data if you drop prior to 10% of the time elapsed since the first day of the start of class, including Saturdays, Sundays, holidays, and weekdays. Specific drop dates for individual classes are published each term in the Credit Class Schedule.

For more information, go to The Hub at https://thehub.southeast.edu/stuffinance/tuitrefund.

Please note that refunds are not automatic. To obtain a refund or adjustment on your account, you must drop the class online using WebAdvisor for Students or submit an “Official Drop/Add Form for Credit Classes” to the Campus Student Affairs Office prior to the deadline for dropping and receiving a refund. Refunds will not be granted after these deadlines.

SCC reserves the right to cancel any credit/ non-credit classes that do not have sufficient enrollment. A full refund will be processed and you are not required to submit a drop form.
GENERAL COLLEGE POLICIES

AGE GUIDELINES
SCC's primary mission is to serve adults. However, youth are allowed to take classes under the following guidelines:

a. Individuals 16 years or older are eligible to enroll in courses, provided they meet any stated prerequisites.
b. Some courses are specifically designed for youth under 16 years of age, and/or for youth under 16 and adults in which both register and attend the class. Check course descriptions for details.
c. Children not enrolled in class may not accompany adults to class or wait in the building unsupervised.

ANIMALS
Presence and Use of Animals - Bona fide service animals may accompany students, employees, and visitors with disabilities to SCC events and activities and locations. Local, state and federal laws regulate the use of service animals at SCC locations and/or events. Pets and Therapy Animals are generally not permitted in College facilities or at SCC events. Complete guidelines are available for review at the campus office, from the division deans, or in the Library Resource Center at your location.

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.

SOCIAL SECURITY NUMBER
The College requests, but does not require, a student provide their Social Security number during the admissions process. Students who do not provide a Social Security number during the admissions process will be required to provide one for Federal Student Aid.

Students who do not have a Social Security number or Tax Identification Number are eligible to take classes and be admitted to a Program of Study; however, students should be aware that they may not be able to complete specific courses, clinical, cooperative experience, internship, or practicum experiences, receive continuing education units, or graduate from a program of study due to the inability to complete special course and program requirements including, but not limited to, background checks and non-SCC agency requirements. Students who do not have a Social Security Number also are not eligible to receive financial aid.

www.southeast.edu/Continuing

FOUR EASY WAYS TO REGISTER!

REGISTER ONLINE USING WebAdvisor
1. You must have an email account in order to register online.
3. Search for Classes (Use the key word at the end of the description)
4. Register for Classes
5. Pay for Classes
   a. You will not be officially registered until you submit your payment.
   b. You will see a confirmation screen. Print this for your records.
   c. You will receive an email confirmation of your registration.

REGISTER BY FAX or MAIL
1. Complete the non-credit registration form. (Please Print) then either...
   2. FAX the registration form with credit card number or letter of authorization to 402-437-2703
   OR
   3. MAIL the registration form with payment or letter of authorization to: Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510-2449

REGISTER IN PERSON
WALK-IN to the Jack J. Huck Continuing Education Center Monday-Thursday, 7:30 a.m.-7:30 p.m.; Friday, 7:30 a.m.-5 p.m.; Saturday, 7:30-11:30 a.m.; SCC campuses and Learning Center locations during business hours.

A student's Social Security number information constitutes an "educational record" under FERPA. The College will be privileged to re-disclose that information only with the consent of the student or in those very limited circumstances when consent is not required by FERPA. Questions regarding Social Security or tax ID numbers should be directed to the campus Registration and Records Office.

FERPA
SCC has developed policies and procedures in compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974. The rights accorded students shall apply to all students 18 years of age or older, or no longer dependent upon their parents; students in a postsecondary education program, regardless of their age; and parents of eligible dependent students. All requests for student records and information must be in writing and directed to the campus Student Services Office. Questions relating to the release of records and information should be directed to the campus Student Services Office.

*Use of Photographs: Photographers employed or contracted by SCC regularly take photographs of people, either individually or in a group, to illustrate or describe various aspects of the College and campus life. These photographs will be taken at public venues such as athletic events and concerts. Or they may be taken in organized campus photo shoots where the subjects will have given verbal consent to be photographed. Individuals who are photographed while attending a public event or who verbally agree to participate in a photo shoot will be understood to have authorized SCC to use their likeness in print and electronic materials to promote the College. The College will retain the usage rights to the photographs in perpetuity. For more information, please see the College Catalog.

Accredited by the Higher Learning Commission.
Board of Governors: Chairperson: Nancy A. Seim, Lincoln; Vice Chairperson: Kathy Boellstorff, Johnson; Secretary: Keith Hammons, Weeping Water; Treasurer: James J. Garver, Lincoln; Tim Cerveny, Wilber; Robert J. Feit, Lincoln; Dale Kruse, Beatrice; Edward C. Price, Lincoln; Lynn Schluckebier, Seward; Ellen Weissinger, Lincoln; Kristin Yates, Lincoln; Linda Hartman, Faculty Representative, Lincoln (Feb. 2020)
# Registration Form - Non-Credit Course

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 for additional information.

## Social Security Number OR SCC Student ID Number

<table>
<thead>
<tr>
<th>Birth Date</th>
<th>Name: Last First Middle Initial</th>
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<thead>
<tr>
<th>Residence Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>County #</th>
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<table>
<thead>
<tr>
<th>Email Address</th>
<th>Cell Phone</th>
<th>Home</th>
<th>Business Phone</th>
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<thead>
<tr>
<th>Identify as:</th>
<th>Male</th>
<th>Female</th>
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<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
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### Ethnicity

- Hispanic or Latino
- Not Hispanic or Latino

<table>
<thead>
<tr>
<th>Race (Select one or more):</th>
<th>White</th>
<th>Asian</th>
<th>Native Hawaiian/Other Pacific Islander</th>
<th>American Indian/Alaska Native</th>
<th>Black/African-American</th>
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<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
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### Admission Information

I identify as:

- White
- Hispanic

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<th>V Code</th>
<th>________</th>
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### COURSE NUMBER

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<tr>
<th>Start Date</th>
<th>Cost</th>
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<tr>
<th>SOCIAL SECURITY NUMBER OR SCC STUDENT ID NUMBER</th>
<th>CREDIT BALANCE</th>
<th>COST</th>
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### SIGNATURE

- Check (must be included)
- Cash (must be included)

Would you like a receipt mailed to you? Yes  No

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.

<table>
<thead>
<tr>
<th>Submission of this form indicates that I understand:</th>
</tr>
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<tbody>
<tr>
<td>1) that my registration is complete and I am accountable for the tuition and fees and for maintaining a grade in the course; 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 any changes to SCC 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 admissions, employment matters, and education services 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 <a href="mailto:jsoto@southeast.edu">jsoto@southeast.edu</a>.</td>
</tr>
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</table>

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<th>TOTAL DUE</th>
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FOR OFFICE USE ONLY

ID# ________________

DE ________________
## 2020-2021 SCC PROGRAMS OF STUDY

### ARTS & SCIENCES
- Academic Transfer (and Biotechnology) (All) O 4-AA/AS All
- Early Childhood Education (L)* O 1-4-AAS/AA/Dip/Cert All
- Technical Skills Instructor (L/M) 4-AOS F,S

### BUSINESS related areas
- Accounting (All) O 4-AA All
- Business (All) O 1-4-AAS/AA/Dip/Cert All
- Business Communications (All) O 4-AA All
- Long Term Care Administration O*(L) 1-4-AAS/Cert F,S
- Office Professional (L) O 2-4-AAS/Dip F,S

### CULINARY related areas
- Culinary/Hospitality (L) 1-4-AAS/Dip/Cert All
- Dietary Manager (O) 1-2-4-AAS/Cert All

### PUBLIC SAFETY related areas
- Adult & Juvenile Services and Corrections (Q/O) 4-AAS F,S
- Criminal Justice (B/Q/O) 4-AAS/AA F,S
- Law Enforcement & Homeland Security (Q/O) 4-AAS F,S

### HEALTH CARE related areas
- Associate Degree Nursing (and LPN-to-ADN option) (B/L) 4-AAS S
- Associate of Health Sciences (All) O 4-AA All
- Dental Assisting (L) 2-4-AAS/Dip F,S
- Healthcare Services (All) O* 1-Cert All
- Human Services (L) 1-4-AAS/Cert F,S
- Medical Assisting (and HIMS) (L) 2-Dip All
- Medical Laboratory Technology (L) 4-AAS S
- Paramedic (L) O 4-AAS F
- Pharmacy Technician (L) O 2-Dip F,S
- Physical Therapist Assistant (L) 4-AAS F
- Polysomnographic Technology O*(L) 2-Cert F
- Practical Nursing (B/L) O 2-Dip U,F
- Radiologic Technology (L) O 4-AAS F
- Respiratory Care (L) O 4-AAS F,S
- Surgical First Assist O* 2-Cert F
- Surgical Technology (L) O 3-AAS S

### COMPUTER TECHNOLOGY related areas
- Computer Information Technology (L) 4-AAS F,S
- Geographic Information Systems Tech. (O) 1-Cert F,S
- Graphic Design/Media Arts (Q) 4-AAS F,S

### CONSTRUCTION related areas
- Building Construction Technology (M) 1-4-AAS/Cert F
- Design & Drafting Technology (L) 1-4-AAS/Dip/Cert F,S
- Heating, Ventilation, Air Conditioning & Refrigeration Technology (M) 4-AAS F
- Land Surveying/GIS/Civil Engineering Technology (M) 4-AAS F
- Plumbing Technology (M) 2-Dip F

### MANUFACTURING related areas
- Electrical & Electromechanical Technology (and IBEW) (M) 1-4-AAS/Cert F,S
- Electronic Systems Technology (L) 4-AAS F,S
- Energy Generation Operations (M) 1-4-AAS/Dip/Cert F,S
- Manufacturing Engineering Tech. (M) 4-AAS F
- Nondestructive Testing Technology (M) 4-AAS F,S
- Precision Machining and Automation Technology (M) 2-4-AAS/Dip F,S
- Welding Technology (L) 1-4-AAS/Dip/Cert All

### AGRICULTURE related areas
- Agriculture Management & Production (B) 4-AAS F,S
- Horticulture & Turfgrass Management (B) 4-AAS F,S
- Livestock Management & Production (B) 4-AAS F,S
- Precision Agriculture (B) 1-Cert F,S

### TRANSPORTATION related areas
- Auto Collision Repair Technology (M) 4-AAS F,S
- Automotive Technology (L/M) 4-AAS F,S
- Deere Construction & Forestry Equipment Tech. (M) 4-AAS F
- Diesel Technology-Truck (M) 4-AAS F,S
- Diesel-Ag Equipment Service Tech. (M) 4-AAS F,S
- Ford Automotive Student Service Education Training (M) 4-AAS F
- General Motors Automotive Service Educational Program (M) 4-AAS F
- John Deere Tech. (M) 4-AAS F,S
- MOPAR-FCA/Dodge/RAM/Jeep College Automotive Program (M) 4-AAS CA
- Motorcycle, ATV & Personal Watercraft Technology (M) 2-Dip F,S
- Professional Truck Driver Training (M) 1-Cert All

### LOCATIONS OFFERED
- B=Beatrice Campus
- L=Lincoln Campus
- M=Milford Campus
- Q=Education Square location
- O=Entire program available online
- O*=Program offers Web-based courses but requires supervised clinicals/practicums/labs at identified locations.

### AWARDS OFFERED
- Cert=Certificate
- Dip=Diploma
- AA=Associate of Arts Degree
- AS=Associate of Science Degree
- AAS=Associate of Applied Science Degree
- AOS=Associate of Occupational Studies Degree

### STARTING TERMS
- U=Summer Semester
- CA=Call the Admissions Office for the next start term.
- F=Fall Semester
- S=Spring Semester
- All=All Terms

### CONTACT INFORMATION

#### Beatrice Campus
- Phone: 402-228-3468 • 800-233-5027
- Admissions: ext. 1214
- FAX: 402-228-8935 • Deaf TDD: 402-437-2702

#### Lincoln Campus
- Phone: 402-471-3333 • 800-642-4075
- Admissions: ext. 2600
- FAX: 402-437-2402 • Deaf TDD: 402-437-2702

#### Milford Campus
- Phone: 402-761-2131 • 800-933-7223
- Admissions: ext. 8243
- FAX: 402-761-2324 • Deaf TDD: 402-437-2702

### www.southeast.edu/academics