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.

Keyword: Computer
Falls City Area $99 AREA-0927-FCFA

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.

Class size is limited, and pre-registration is required.

Keyword: Windows
Sept. 9 Falls City, FCLC, 102 W 5:30-8:30 p.m. AREA-0902-FCFA $29

Macintosh Classes

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: Photo
July 22 W 6-8 p.m. T. Jensen LLLX-0680-TCUA $29

Smart Devices

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 beginning users 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 $25 AREA-0880-FCFA

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

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

Check out all classes offered at www.southeast.edu/FallsCityLC
Find us on Facebook at www.facebook.com/SCCLearningCenteratFallsCity

For more information, contact Holly Carr at 800-828-0072, ext. 3396, or hcarr@southeast.edu
### 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.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Key: Smartphone</th>
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</thead>
<tbody>
<tr>
<td>July 21</td>
<td>T, 5:30-8 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>Steinhauser</td>
<td>$29</td>
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</table>

Bring your phone fully charged so you can practice using the phone you own. If you don’t own one yet, come anyway!

### 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!

<table>
<thead>
<tr>
<th>Date</th>
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<th>Location</th>
<th>Instructor</th>
<th>Key: Smartphone</th>
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<tr>
<td>Sept. 24</td>
<td>Th, 5:30-8 p.m.</td>
<td>Falls City, FCLC, 102</td>
<td>Steinhauser</td>
<td>$29</td>
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### 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.

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Key: iPhone</th>
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<tbody>
<tr>
<td>July 20</td>
<td>M, 6-8 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>T. Jensen</td>
<td>$29</td>
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### 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.

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Key: Passwords</th>
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<tbody>
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<td>July 27</td>
<td>M, 6:30-8:30 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>T. Jensen</td>
<td>$29</td>
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### 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.

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<thead>
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<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Key: Google</th>
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<tbody>
<tr>
<td>Sept. 29 &amp; Oct. 1</td>
<td>Th, 5:30-7:30 p.m.</td>
<td>Falls City, FCLC, 102</td>
<td>Bootright</td>
<td>$35</td>
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### 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.

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<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Key: Selling</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 23</td>
<td>Th, 6-8 p.m.</td>
<td>LIVE Online, Zoom</td>
<td>T. Jensen</td>
<td>$29</td>
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### Location Key

Falls City, FCLC........... Learning Center at Falls City, 3200 Bill Schrock Blvd.
You must have an email account to register online.

2. Search for your class by entering a key word in the title or the course number. Click Submit. (Enter information in only one field for broader results.)
   Key Word Example: Driver
   Course Number Example: TRAN-3398
3. Select the course for which you wish to register. Click Submit.
4. Enter your personal information, certify your identification and click Submit.
   * You must provide your Social Security Number.
5. Optional: Enter your Additional Registration Information and click Submit.

The College requires a student’s Social Security number as a condition for enrollment online. A student’s Social Security number information constitutes an “educational record” under FERPA.

For the protection of your personal credit card information, do not email this form to SCC. If you have problems getting registered, please call 402-437-2700 or 800-828-0072 for assistance.

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