Social Media for Business
Summer 2020

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.

Keyword: LinkedIn
July 20
LIVE Online, Zoom
Siefkes
BSAD-6499-TCUA
$56

Introduction to Podcasting

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

NOTE: Class is live-streamed from York.

Keyword: Podcasting
Sept. 14
Plattsmouth, PLLC, 102
Roush
6-9 p.m.
AREA-1405-PLFA
$39

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. 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/SCC-eOnlinecourses.

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

Check out all classes offered at www.southeast.edu/PlattsmouthLC
Find us on Facebook© at www.facebook.com/SCCLearningCenteratPlattsmouth

For more information, contact Lyn Belitz at 800-828-0072, ext. 2298, or lbelitz@southeast.edu

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

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.*

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# OR Register by Mail, Fax or In Person

**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](http://www.southeast.edu/collegecatalog) for additional information.

<table>
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<tr>
<th>Social Security Number OR SCC Student ID Number</th>
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<th>0 Non-Resident</th>
<th>0 Hispanic or Latino</th>
<th>0 Not Hispanic or Latino</th>
<th>Race (Select one or more):</th>
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<th>0 Asian</th>
<th>0 American Indian/Alaska Native</th>
<th>0 Native Hawaiian/Other Pacific Islander</th>
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Would you like a receipt mailed to you? 0 Yes | 0 No

SCC Staff Tuition Waiver ( )

For Office Use Only

ID# __________________

Due __________________

Today’s Date __/__/____

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**You must have an email account to register online.**

**Social Security Number OR SCC Student ID Number**

**Birth Date**

**Name: Last**

**First**

**Middle Initial**

**Residence Mailing Address**

**City**

**State**

**Zip**

**County #**

**Email Address**

**Cell Phone**

**Home**

**Business Phone**

**Payment Type**

**Submit**

**Register now (check out)**

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

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**Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit this form; 3) that I certify the information contained herein is correct as stated, and to any changes in SSN, legal name, address, residency, etc. must follow the College procedures in the Student Handbook and College Catalog. It is the policy of SCC to provide equal opportunity and nondiscrimination in all admission, attendance, and employment matters to all persons without regard to race, color, religion, sex, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. Requests 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, Plainview, NE 68966; or jsoto@southeast.edu.**

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301 S. 68th St. Place, Lincoln, NE 68510

402-437-2700 • 800-828-0072 • FAX 402-437-2703

www.southeast.edu/continuing