

## Web Development & Design

Summer 2020

### 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.

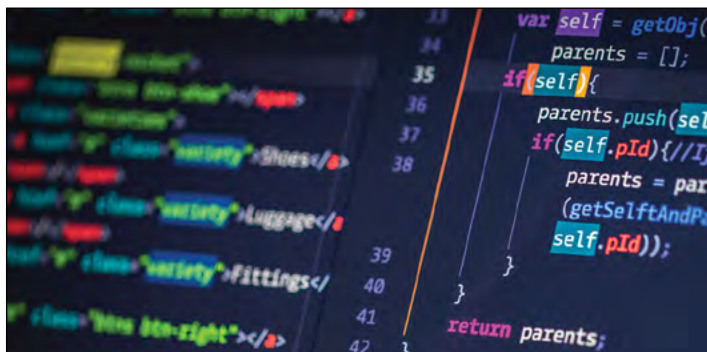
**Keyword: WordPress**

Aug. 3 & 5 Online	M, W M. Olson	6-9:30 p.m. INFO-7296-WBUA	\$159
Oct. 24 Lincoln, CEC, 402	S M. Olson	8:30 a.m.-4:30 p.m. INFO-7296-CEFA	\$159

### 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](mailto:lives@southeast.edu).



### 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](http://www.sccbookstore.com).

**Keyword: Website**

July 13 & 15 Online	M, W M. Olson	6-9:30 p.m. INFO-3862-WBUA	\$159
July 21 & 23 LIVE Online, Zoom	T, Th M. Olson	6-9:30 p.m. INFO-3862-TCUB	\$159
Sept. 8 & 10 Lincoln, CEC, 402	T, Th Johnson	8:30 a.m.-Noon INFO-3862-CEFA	\$159

### 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](http://www.sccbookstore.com).

**Keyword: Web**

July 27 & 29 Online	M, W M. Olson	6-9:30 p.m. INFO-3863-WBUA	\$159
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### 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.

**Keyword: Spark**

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

Prerequisite: Windows Operating System and internet experience

Learn to use Canva's drag and drop feature and professional layouts to design stunning graphics. The tools can be used for both Web and print media design. No design skills necessary!

**Keyword: Canva**

Nov. 4 Lincoln, CEC, 402	W	9 a.m.-Noon GDMA-7285-CEFA	\$69
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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/scceonlinecourses>.

### Location Key

Lincoln, CEC..... Jack J. Huck Continuing Education Center,  
301 S. 68th St. Place

Check out all classes offered at [www.southeast.edu/continuing](http://www.southeast.edu/continuing)  
Find us on Facebook® at [www.facebook.com/SCCnebCE](http://www.facebook.com/SCCnebCE)

For more information, contact us at 800-828-0072 or [continuing@southeast.edu](mailto:continuing@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.

- Go to <http://bit.ly/RegisterCE>
- 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*
- Select the course** for which you wish to register. Click **Submit**.
- Enter your **personal information, certify your identification** and click **Submit**.  
\* You must provide your Social Security Number.
- Optional:** Enter your **Additional Registration Information** and click **Submit**.

- If you want to register for additional classes, select **Search for more classes** under "Choose one of the following." If you are finished selecting the class(es) for which you want to register, select **Register now (check out)**. Select your **Payment Type**. Click **Submit**.
- Enter your **payment information**. Click **Submit**.

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

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

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

\* 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.

## OR REGISTER BY MAIL, FAX OR IN PERSON



### Registration Form - Non-Credit Course

Today's Date

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

PLEASE PRINT

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

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

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

#### SIGNATURE

Check  Cash  Mastercard  AMEX  Discover  VISA V Code \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Exp. Date \_\_\_\_\_ CC # \_\_\_\_\_

Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

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

Would you like a receipt mailed to you?  
 Yes  No

SCC Staff Tuition Waiver	( )
<b>TOTAL DUE</b>	

<b>FOR OFFICE USE ONLY</b>
ID# _____
DE _____

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

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[www.southeast.edu/continuing](http://www.southeast.edu/continuing)

