Social Media for Business

Fall 2020

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: September class is live-streamed from York.

Keyword: Podcasting

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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

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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.

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.

For more information, contact Cindy Meyer at 800-828-0072, ext. 3636, or cmeyer@southeast.edu

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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 www.southeast.edu/nebraskacitylc or contact Cindy at 402-323-3636 or cmeyer@southeast.edu.

Funds are being provided by the Nebraska City Community Foundation Fund

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

Cancellation/Refund Policy: You must call the Continuing Education office at 402-437-3700 or 800-638-9072 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.
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

Fill out the form below and send mail to Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510 OR FAX to 402-437-2703

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

**Birth Date: January 1, 1980**

**Name: Last Name, First Name, Middle Initial: ____________________________________**

**Residence Mailing Address: __________________________________________________**

**City: Lincoln, State: NE, Zip: 68510, County #: ____________________________**

**Email Address: ____________________________**

**Cell Phone: ____________________________**

**Home Phone: ____________________________**

**Business Phone: ____________________________**

**I identify as:  [ ] Male  [ ] Female  [ ] Nebraska Resident  [ ] Non-Resident**

**Ethnicity (select one):  [ ] Hispanic or Latino  [ ] Not Hispanic or Latino**

**Race (Select one or more):  [ ] White  [ ] Asian  [ ] American Indian/Alaska Native  [ ] Native Hawaiian/Other Pacific Islander  [ ] Black/African-American**

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**SCC Staff Tuition Waiver: ____________________________**

**TOTAL DUE: ____________________________**

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**SIGNATURE: ____________________________**

- Check [ ] Cash [ ] Mastercard [ ] American Express [ ] Discover [ ] Visa [ ] V Code ______
- Name as it appears on card: ____________________________
- Exp. Date: __________/______
- 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.

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For office use only

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For office use only

**ID # __________/_______**

**DE: __________/_______**

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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.