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

Sept. 14  M 6-9 p.m.  $39  Plattsmouth, PLLC, 102
LIVE Online, Zoom  AREA-1405-PLFA

Oct. 12  M 6-9 p.m.  $39  Plattsmouth, PLLC, 102
LIVE Online, Zoom  AREA-1405-TCFA

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

Oct. 20  T 1-4 p.m.  $59  LIVE Online, Zoom  Siefkes
BSAD-6499-TCFA

Oct. 21  W 9 a.m.-Noon  $59  LIVE Online, Zoom  Siefkes
BSAD-6499-TCFB

Nov. 12  Th 1-4 p.m.  $59  LIVE Online, Zoom  Siefkes
BSAD-6499-TCFB

Nov. 17  T 9 a.m.-Noon  $59  LIVE Online, Zoom  Siefkes
BSAD-6499-TCFD

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/sccceonlinecourses.

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
**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.

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**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.

Submissions of this form indicate 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 course(s) 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 understand the退款 policy set forth by the College; (4) that I certify my personal information contained herein is correct as shown, and if any changes in sex, 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, or 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. Place, Lincoln, NE 68510, or jsoto@southeast.edu.

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