

## Personal Development

Spring 2021

### Community Leadership Program

Do you have new ideas? Would you like to influence community decisions? Ordinary people can emerge as leaders to serve their communities in elected, appointed or volunteer positions. Community groups, benevolent organizations, local governing bodies and special-purpose districts are in constant need of new ideas to overcome various issues. You will be prepared at the completion of class to use your newly acquired skills and knowledge for your role as a real world community leader.



**Keyword: Community**

April 19-May 3	M	7-9 p.m.	Tilson	\$49
LIVE Online, Zoom				
Plattsmouth, PLLC, 102				
AREA-6834-TCSA				
AREA-6834-PLSA				

### NEW! Just Another Manic Monday: Your Guide to Navigating Employment

While everything feels more challenging since the COVID-19 pandemic, searching for a job seems especially daunting. But you can succeed despite uncertainty in the economy and current job market by staying positive, proactive and focused on proven strategies. This class will review websites, networking strategies, resume, and interview basics.



**Keyword: Employment**

May 20	Th	6-8 p.m.		\$19
LIVE Online, Zoom				
Doma				
AREA-6681-TCSA				

### NEW! How to Tame Your (Unruly) Dragon: Learning to Use Coping Skills to Manage & Regulate Your Emotions

Some days we all feel like a dragon. Yes, a genuine fire-breathing, killing machine. But that's okay so long as you know how to put yourself back on a leash. The different types of coping skills will be explored along with their triggers. Different management strategies, techniques and tools will be presented and discussed.



**Keyword: Learning**

May 6	Th	6-8 p.m.		\$19
LIVE Online, Zoom				
Doma				
AREA-6680-TCSA				

### NEW! Applying Your Strengths Daily

Learn how to develop your best-self using your Clifton Strengths. This interactive, hands-on class will engage you in understanding and applying your Strengths daily, whether you are a college student, workforce professional or parent raising children.



Must have completed the Gallup Clifton Strengths Assessment, know your top 5 strengths and have access to your personalized Gallup dashboard.

**Keyword: Strengths**

June 17-24	Th	5:30-7:30 p.m.		\$39
LIVE Online, Zoom				
Kerwin-Kubr				
AREA-6787-TCUA				

Check out all classes offered at  
[www.southeast.edu/PlattsmouthLC](http://www.southeast.edu/PlattsmouthLC)

Find us on Facebook® at  
[www.facebook.com/SCCLearningCenteratPlattsmouth](https://www.facebook.com/SCCLearningCenteratPlattsmouth)

### Speechcraft

Develop your public speaking ability and gain experience, knowledge, and poise in making presentations. Learn communication skills including written speeches, impromptu speaking, the use of body language, and effective listening.



Co-sponsored and taught by local Toastmasters International.

**Keyword: Speechcraft**

May 14-June 18	F	7-8:30 a.m.		\$39
LIVE Online, Zoom				
Applegarth				
SPCH-4001-TCSB				

### SCC Book Club

Explore and discover new favorites in our SCC Book Club. We will chat about our latest read, Nicola Yoon's, "Everything, Everything." Which tells the story of Maddy, a girl who's literally allergic to the outside world, and Olly, the boy who moves in next door . . . and becomes the greatest risk she's ever taken.



**Keyword: Book**

April 29-May 20	Th	6:30-7 p.m.		\$19
LIVE Online, Zoom				
Registration Deadline: April 15				
AREA-6682-TCSB				

### The Core of the Story

Give your readers a perfect escape by taking them on a journey. Your plot is the vehicle that brings them from point A to point B. This class will teach you how to create the roadmap your story needs, limit your loose ends and include all the expected beats and tropes in both romance and fantasy genres. Learn how to plot your character's journey. The instructor has published works under various pen names in both romance and fantasy genres. She writes full time and is eager to share tips for writers to succeed.



**Keyword: Story**

#### Plotting Romance

April 17	S	10 a.m.-Noon	Callahan	\$25
LIVE Online, Zoom				
AREA-6700-TCSA				
June 8	T	6:30-8:30 p.m.	Callahan	\$25
LIVE Online, Zoom				
AREA-6700-TCUA				

#### Plotting Fantasy

April 20	T	6:30-8:30 p.m.	Callahan	\$25
LIVE Online, Zoom				
AREA-6700-TCSB				
June 12	S	10 a.m.-Noon	Callahan	\$25
LIVE Online, Zoom				
AREA-6700-TCUB				

### Location Key

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



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 **Lyn Belitz** at 800-828-0072, ext. 2298, or [lbelitz@southeast.edu](mailto:lbelitz@southeast.edu)



# 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 ( )

**TOTAL DUE**

FOR OFFICE USE ONLY

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).

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

