### Introductory Classes

**One-on-One Computer Training: 3 Hours**

Receive three hours of personalized instruction on the computer topic that meets your need! Training is scheduled at an SCC facility at a time convenient for you and the instructor. Instructors are available for, but not limited to, the following topics: Windows, MS Office, Word, Excel, Access, Outlook, QuickBooks, social media, basic computer assistance, etc.

**Get Started with Computers**

Want to learn more about computers? This engaging, hands-on class is for the person who has little to no knowledge about computers but wants to learn! Find out about using Windows, creating and saving documents, getting started with email, and much more.

You must have Windows 10 on your device to attend the section via Zoom.

### Smart Devices

**One-on-One Smart Device Training**

Learn to set up and troubleshoot your iPhone, iPad and Android devices. Registration provides one hour of personalized instruction on the smart device that meets your specific need. Training is scheduled at an SCC facility at a time convenient for you and the instructor.

**iPhone or Android?**

The rivalry continues, but which one is ideal for you? Shopping for phones has changed, and it’s hard to know which one is the best fit. We will cover the pros and cons of each platform so you can feel confident in your next phone purchase.

### Computers & Technology: Getting Started

**Winter 2022**

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Smartphone Basics: iPhone</strong></td>
<td>Jan. 27</td>
<td>5:30-8 p.m.</td>
<td>Steinhauer</td>
<td>AREA-1393-FCSA</td>
<td>$29</td>
</tr>
<tr>
<td><strong>Smartphone Basics: Android</strong></td>
<td>Feb. 8</td>
<td>5:30-8 p.m.</td>
<td>Steinhauer</td>
<td>AREA-1394-TCSFA</td>
<td>$29</td>
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<tr>
<td><strong>NEW! How to Keep Your Family Phones Safe</strong></td>
<td>Jan. 25</td>
<td>5:30-8 p.m.</td>
<td>Uffelman</td>
<td>AREA-1406-TCSYA</td>
<td>$29</td>
</tr>
<tr>
<td><strong>Smartphone Photo Editing &amp; Organization</strong></td>
<td>Jan. 13</td>
<td>6-8 p.m.</td>
<td>Jensen</td>
<td>LLLLX-1107-TCSY</td>
<td>$29</td>
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</tbody>
</table>

For more information, contact Holly Carr at 800-828-0072, ext. 3396, or hcarr@southeast.edu
iPhone App Store Tutorial, Messaging & More

Expand your understanding of what your iPhone can do for you! Discover all the new messaging features, texting, and video capabilities. We'll dig deeper into the App Store to take advantage of all that your iPhone offers.

Plan on watching this Zoom class on your computer or laptop so that you can have your phone in hand to work during class.  

Key word: iPhone

Jan. 24  M  6-8 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-0666-TCSCA  $29

Cell Phone Photography

Photography using your phone or tablet is the focus of this class. Techniques in photography, useful apps for photography and editing along with super handy gadgets for your cell or tablet will be explored.

Before the first class, download Snapseed for photo processing on your device. Snapseed is free. Have your mobile device handy as you log into this Zoom class from your desktop or laptop.

Key word: Photography

Jan. 20-Feb. 3  Th  6:30-7:30 p.m.  LIVE Online, Zoom  Keller  LLLX-0080-TCSCA  $49

Let’s Do Lunch: Exploring Apps (Health & Wellness)

Focus on exploring applications on your smartphone/tablet focusing on getting healthy and promoting wellness.

Key word: Exploring

Jan. 25  Th  Noon-1 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-1353-TCSCA  $29

Internet

Using Cloud Storage

What is “the cloud” and why do you need it? The cloud storage allows you to access a remote hard drive as if it were your own. If your personal hard drive should ever fail, you can access your files using “the cloud.” Find out about the various providers, pros, cons, and more.

Key word: Cloud

Jan. 6  Th  6-8 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-0670-TCSCA  $29

Let’s Do Lunch: Basic Zoom

Find out more about all the fun things you can do with Zoom!

Key word: Zoom

Feb. 24  Th  Noon-1 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-0113-TCSCA  $29

Digitizing Memories

Do you have envelopes full of negatives and slides or boxes of photos? Discover how to preserve these in a more organized form by scanning them. We will look at scanning techniques and some of the devices to make scanning easy to do. Discussion will involve the software necessary to scan your negatives, slides and photos and look at the software “VueScan.”

Key word: Memories

Feb. 1-8  Th  6:30-7:30 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-0091-TCSWA  $19

Online Buying & Selling

Have you thought about selling your stuff online? Learn more about the primary places people sell items, (eBay® and Craigslist, Facebook® marketplace and eBay®) and how selling on these sites really works. We will talk about “gotchas” and types of payment processing.

This class is for personal sales ONLY. Business interest is welcome but it won’t be the focus of the class.

Key word: Selling

Jan. 6  Th  6-8 p.m.  LIVE Online, Zoom  T. Jensen  LLLX-0531-TCSCA  $29

Location Key

Falls City, FCLC........... Learning Center at Falls City, 3200 Bill Schock Blvd.

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.

Want to take a class that is listed as “LIVE Online, Zoom” but don’t have a way to view the class or are having connection issues? Contact your Learning Center to see if other options are available.

Check out all classes offered at www.southeast.edu/FallsCityLC

Find us on Facebook at www.facebook.com/SCCLearningCenteratFallsCity

Cancellation/Refund Policy: You must call the Continuing Education office at 402-437-3700 or 800-628-0077 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/collegenetCatalog](http://www.southeast.edu/collegenetCatalog) for additional information.

<table>
<thead>
<tr>
<th>Social Security Number OR SCC Student ID Number</th>
<th>Birth Date</th>
<th>Name: Last</th>
<th>State</th>
<th>Zip</th>
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</thead>
<tbody>
<tr>
<td>Residence Mailing Address</td>
<td>City</td>
<td>Cell Phone</td>
<td>County</td>
<td></td>
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<tr>
<td>Email Address</td>
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<tr>
<td>I identify as: Male Female X (gender variant/non-binary)</td>
<td>Nebraska Resident Non-Resident</td>
<td>Ethnicity (select one): Hispanic or Latino Not Hispanic or Latino</td>
<td>Race (select one or more): White Asian American Indian/Alaska Native</td>
<td>Native Hawaiian/Other Pacific Islander Black/African-American</td>
</tr>
</tbody>
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<table>
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<tr>
<th>COURSE NUMBER</th>
<th>TITLE</th>
<th>START DATE</th>
<th>COST</th>
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<th>TOTAL DUE</th>
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<tbody>
<tr>
<td>SSD Staff Tuition Waiver</td>
<td></td>
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<tr>
<td>FOR OFFICE USE ONLY</td>
<td></td>
</tr>
</tbody>
</table>

Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees charged; 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 should I fail to attend a course, this registration constitutes an “educational record” under FERPA; 4) any changes in Social Security number, legal name, address, residency, etc. must follow the procedures in the Student Handbook and College Catalog. It is the policy of SCC to provide equal opportunity and nondiscrimination in all admissions, employment matters to all persons regardless of 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.

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

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### Additional Information

- **Email Address**: jsoto@southeast.edu
- **Billing agency**: Include letter of authorization on company letterhead
- **Name as it appears on card**: **Source**
- **Exp. Date**
- **CC #**
- **Card type**: Check, Cash, Mastercard, AMEX, Discover, VISA, V Code
- **Today’s Date**: __/__/____
- **State**: Nebraska
- **City**: Lincoln
- **Zip**: 68510
- **Today’s Date**: __/__/____
- **Social Security Number or SCC Student ID Number**: __________
- **Birth Date**: __________
- **Name**: Last __________ First __________ Middle Initial __________
- **Email Address**: __________________________________________________________
- **City**: Lincoln
- **State**: Nebraska
- **Zip Code**: 68510
- **Telephone Number**: _______________________
- **Fax Number**: _______________________
- **Bill to**: _______________________
- **Faxing only use fax number listed or verify with SCC before using another SCC fax number.**
- **For the protection of your personal credit card information, do not email this form to SCC.**
- **If you have problems getting registered, please call** 402-437-2700 or 800-828-0072 for assistance.
- **Copyright 2023 by SCC**
- **ISBN 978-1-64970-112-7**

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**NOTICE TO STUDENTS WITH DISABILITIES**: Under the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and all applicable laws, the College is committed to providing all students with disabilities with appropriate and equitable educational opportunities. If you have questions or need accommodations, please contact the Disability Services Office at 402-437-2700 or online at [http://www.southeast.edu/accessibility](http://www.southeast.edu/accessibility).