

Business & Professional Development

Say hello to
**BETHANY
GOOSSEN**

Computer Applications
Instructor
Pg. 4

**FRONT-END SOFTWARE
DEVELOPER BOOTCAMP**
Pg. 2

Electrical
Fundamentals
Series
Pg. 16

AUGUST-DECEMBER 2023



Southeast Community College
CONTINUING EDUCATION

CONTENTS

Computers & Technology | 2

- Programming & Networking
- Software Applications
- Web Development & Design
- Internet
- One-on-One Training

Health Care | 11

- CPR | First Aid
- Emergency Medical Services
- Health Care Provider CEUs

Trades & Industry | 16

- Electrical & Automation
- Welding
- Forklift
- Manufacturing
- Fiber Optics
- Automotive

Industry Credentialing | 21

- Food Industry
- Driver Education

Talent Development | 22

- Power Skills
- Employment Readiness
- Human Resources

Entrepreneurship Center | 26

- Focus Suites
- Small-Business Essentials

Intro to Microsoft Power Automate & Power Automate Desktop | 7

Microsoft Teams for Business Users | 7

Introduction to Google Workspace | 10

Introduction to PLCs | 17

Advanced Rockwell RS5000 PLC | 18

Practical Skills in Negotiation & Conflict Management | 22

Resumes & Interviews: Create Your Toolkit | 23

The Employee Experience | 24

How to Cultivate Relationships with Grant Funders | 29



FINANCIAL RESOURCES | 30

WHERE TO FIND US | 33

FROM THE COUCH | Back Cover

on the cover

BETHANY GOOSSEN

Our mission is to be the pathway to possible; we want to give people the chance to make the most of their skills and talents as the workplace has adapted.



save the date

The Multi-dimensional Office Professional Mini Conference
Wednesday, April 24



TUESDAY, OCT. 31

Join us for the 18th annual Nebraska Cyber Security Conference. Learn from cyber security experts on today's latest trends and developments in the field of security. Space is limited so you will not want to miss out networking with other industry professionals during this full-day event.



SCAN FOR MORE DETAILS

COMPUTERS & TECHNOLOGY

Programming & Networking

in partnership with



PROMINEO TECH

Southeast Community College, in collaboration with Promineo Tech, prepares participants for high-growth careers in software development.

Promineo Tech is a group of IT professionals and leaders who believe that quality education should be offered at an affordable price.

Software developers are the frontline of new technology. With flexible schedules and up-to-date curriculum, you'll acquire in-demand skills that propel you forward in the rapidly evolving tech industry. Unleash your potential today.

Take our free assessment and learn more about these three courses.



Back-End Developer Bootcamp

You will take three courses to learn the skills and technologies necessary to enter the industry as a Back-End Software Developer: Introduction to Java, Relational Databases with MySQL and Web API Design with Spring Boot. Skills and technologies learned include Java 1.8, Algorithms, OOP, Design Patterns, Unit Testing, SQL, DDL, DML, Database Concepts, JDBC, Spring Boot, Spring Data, REST, JPA, JWT, AWS, and more.

Keyword: Bootcamp ▲ ● ◆

Aug. 29-Jan. 16	T	7-8:30 p.m.	\$3,999
LIVE Online, Zoom	Promineo	INFO-7750-TCFCA	
Oct. 25-March 13	W	7-8:30 p.m.	\$3,999
LIVE Online, Zoom	Promineo	INFO-7750-TCFCB	
Dec. 14-April 25	Th	7-8:30 p.m.	\$3,999
LIVE Online, Zoom	Promineo	INFO-7750-TCFCC	

Front-End Software Developer Bootcamp

You will learn the skills and technologies necessary to enter the industry as a Front-End Software Developer. Skills and technologies include JavaScript, ES6, Algorithms, OOP, Design Patterns, Unit Testing, HTML, CSS, Bootstrap, JQuery, AJAX, Responsive Web Design, ReactJS, JSX, NPM, Redux, AWS, and more. **Keyword: Bootcamp** ▲ ●

Sept. 28-Feb. 15	Th	7-8:30 p.m.	\$3,999
LIVE Online, Zoom	Promineo	INFO-7751-TCFCA	
Nov. 28-April 16	T	7-8:30 p.m.	\$3,999
LIVE Online, Zoom	Promineo	INFO-7751-TCFCB	

Data Engineering Bootcamp

Learn the skills and technologies necessary to become a data engineer, including Python, OOP, Functional Programming, Hadoop, Cloudera, Spark, Dask, IaaS, AWS, Building Data Lakes, Sqoop, Flume, Kafka, and more.

Keyword: Bootcamp ▲ ●

Aug. 29-March 12	T	7-8:30 p.m.	\$5,400
LIVE Online, Zoom	Promineo	INFO-7752-TCFCA	
Nov. 30-June 6	Th	7-8:30 p.m.	\$5,400
LIVE Online, Zoom	Promineo	INFO-7752-TCFCB	

CCNA 1: Introduction to Networks

Begin preparing for a networking career with this introduction to how networks operate. This first course in the CCNA series introduces architectures, models, protocols, and networking elements, and functions needed to support the operations and priorities of Fortune 500 companies to small innovative retailers.

(7.0 CEUs) **Keyword: CCNA** ▲ ●

Aug. 22-Nov. 28	T, Th	6-8:30 p.m.	\$1,889
Lincoln, LNK, N-11	Goldsmith		
No class Nov. 23.		ELEC-6999-LNFA	

CCNA 2: Switching, Routing & Wireless Essentials

Delve further into the world of networking. This course focuses on switching technologies and router operations that support small-to-medium business networks, including wireless local area networks (WLAN) and security concepts. You'll perform basic network configuration and troubleshooting, identify and mitigate LAN security threats, and configure and secure a basic WLAN. (7.0 CEUs)



Prerequisite for CCNA2

CCNA 1: Introduction to Networks or equivalent knowledge

Look for the CCNA 2 course in Spring 2024

- ▲ Eligible for Gap Assistance
- ETPL eligible
- ◆ Eligible for American Job Center assistance

See page 30 for more information.

Intro to Computer Science

Learners will explore fundamental computer science principles with a combination of discussions and hands-on computer science activities. You will develop computer literacy and practice consumer computing skills. Subject matter will cover the basics of five general topics: hardware computing systems, files and digital information, software and computer logic, networking and the internet, and digital citizenship.

(1.0 CEUs) **Keyword: Computer**

Sept. 19-28	T, Th	1-3:30 p.m.	\$225
Lincoln, CEC, 402	Goossen	INFO-3946-CEFA	

Intro to Programming & Technical Literacy

This course is an introduction to code, how it works, how it runs, and how it is used with the technology we use every day. Tackle the initial learning curve of coding with an intro to the basics of modern programming languages and how they work and the basics of how computer hardware works and executes your code. This is explored primarily using the common web suite (JavaScript with HTML and CSS), but extending to other environments with macros (Office VBA), shell scripts (Windows command line), database queries (SQL), interconnectedness using APIs, and more.

(0.9 CEUs) **Keyword: Programming**

Sept. 6-Oct. 11	W	6-7:30 p.m.	\$175
Lincoln, CEC, 402	Dosskey	INFO-3868-CEFA	

Intro to Python

Learners with no prior experience in coding will learn the introductory concepts of Python by creating a series of programs. You will follow guided steps to construct the fundamental coding elements of variables, conditionals, loops, and functions. You will identify proper syntax, learn to document program flow using flowcharts and pseudocode, and will use basic debugging techniques. At the conclusion of the course, you will use what you have practiced in class to construct a short original program.

(1.0 CEU) **Keyword: Python**

Sept. 19-28	T, Th	9-11:30 a.m.	\$336
Lincoln, CEC, 402	Goossen	INFO-3945-CEFA	

from the cover

Facilitator

BETHANY GOOSSEN

Bethany joined the Workforce Solutions team in May 2023 as our Computer Applications Trainer.

She's an experienced technology educator, curriculum producer and subject matter expert in MS Office Suite tools, actively engaged in community programs in Lincoln.

Bethany's area of expertise in Technology and Computer Science falls in a variety of user-facing subjects such as front-end software development, business software solutions, desktop publishing, and web design.



Check out Bethany's classes!

Intro to Computer Science | 3

Intro to Python | 3

NEW! Intro to Microsoft Power Automate & Power Automate Desktop | 7

NEW! Microsoft Teams for Business Users | 7

Excel 2021: Intermediate | 8

Intro to Web Development | 10

IT services in Lincoln and the surrounding areas have their work cut out for them after the pandemic. Many tasks that used to be hands-on have been automated, and employee upskilling is a must-have now.

What are students learning in these courses and how are they applicable in the real world now?

Training is based on what teams need. In these sessions, students are learning about the software they directly use. Some teams may want to become power users, some may want to navigate software upgrades and some may simply want to figure out how they can find shortcuts or automate repetitive tasks.

Tell us a little about the software application courses you teach.

Our courses are all about using the software that makes a professional workplace tick. The goal is to meet the specific business needs of employers in our community.

Describe a little about what's going on in Nebraska in the workforce pertaining to computers and technology.

Nebraska is growing; we can all see the new infrastructure blossoming everywhere in construction and roadway expansions, and internal business services are no different. Bigger buildings and more workers means the need for stronger, integrated business structures and technology.

Why should businesses consider sending employees to these trainings?

Tech changes at an astonishing pace! Five years ago, we could expect storage for a terabyte of data to take up about as much as space as a laptop, and now that same amount of data can be stored in a device the size of a person's thumbnail. It's essential to keep employees on top of the advancing technology landscape to maintain a competitive edge and support a positive company culture.

Explain why having hands-on experience in the classroom is so important to the student.

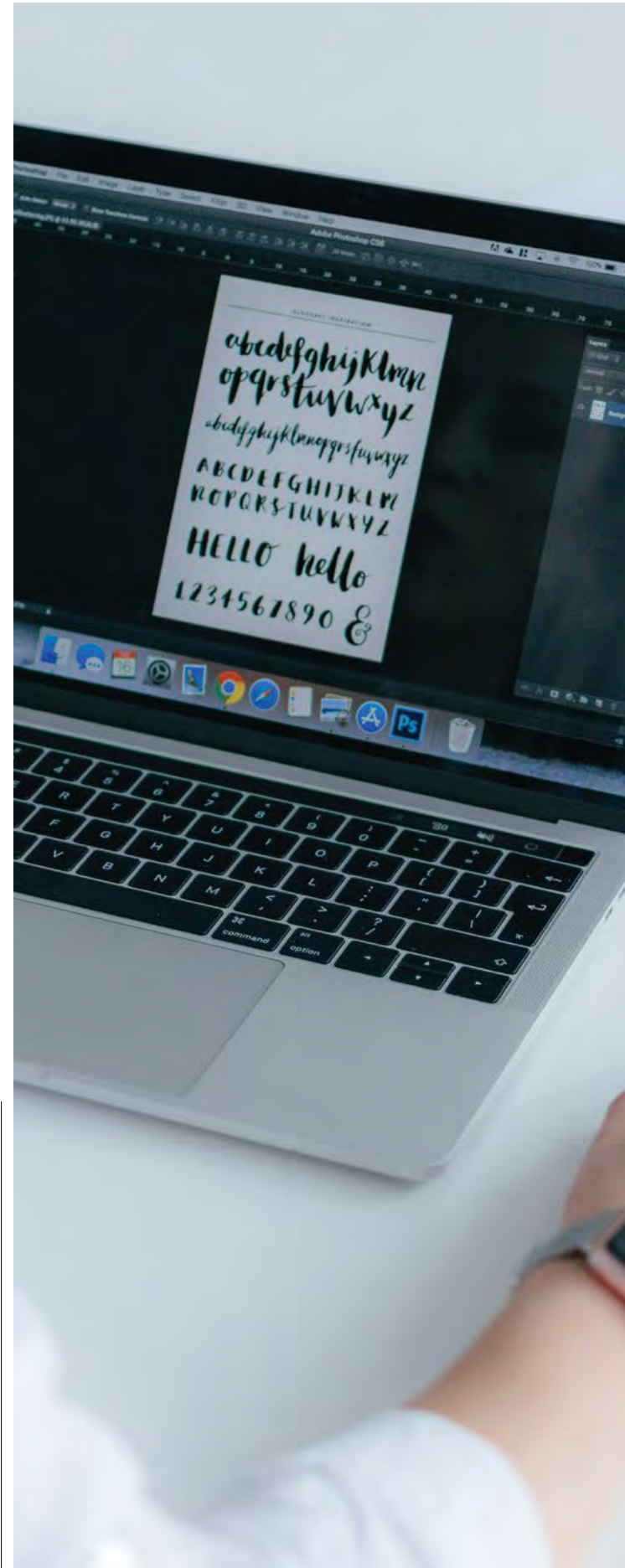
The principle of tell me and I forget, show me and I remember, involve me and I learn is key to our teaching philosophy. Being part of the learning process is essential and the more opportunities we provide for experiencing the lesson material, the stronger the lesson will be.

What is the class size like? Why is smaller beneficial?

We keep a low student-to-teacher ratio so that each student in a cohort can receive personal attention.




Where Bethany goes, so does her LEGO® mug!



Software Applications

Introduction to InDesign CC


 Prerequisite: Windows Operating System experience and knowledge of Adobe CC software

Learn the fundamentals of InDesign. In this hands-on class you will learn core features and start to create your own projects. This class is for the beginner or anyone looking to brush up on their skills.

(0.7 CEUs) While taught in a Windows environment, skills are easily transferable to Mac. **Keyword: InDesign**

Sept. 12-14 Lincoln, CEC, 402	T, Th Beck	8:30 a.m.-Noon GDMA-7712-CEFA	\$159
Sat., Oct. 21 Lincoln, CEC, 402	S Beck	8:30 a.m.-4:30 p.m. GDMA-7712-CEFB	\$159
Nov. 7-14 Lincoln, CEC, 402	T, Th Beck	6-8:30 p.m. GDMA-7712-CEFC	\$159

Introduction to Illustrator CC


 Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience and knowledge of Adobe CC software

Learn to master the fundamentals of Adobe Illustrator. There will be plenty of hands-on learning by creating vector graphics and using the software tools. This class is for the beginner or anyone looking to brush up on their skills.

(0.7 CEUs) While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment. **Keyword: Illustrator**

Oct. 17-19 Lincoln, CEC, 402	T, Th Johnson	8:30 a.m.-Noon GDMA-7711-CEFB	\$159
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Introduction to Photoshop CC

 Prerequisite: Experience navigating in Mac or PC environment


Start your photographic design journey today in this hands-on workshop. Adobe Photoshop is the top choice for professionals to create powerful images. This class is great for the beginner or anyone looking to brush up on their skills.

(0.7 CEUs) While taught in a Windows environment, the skills learned in this class are easily transferred to a Macintosh environment. Lunch is on your own.

Keyword: Photoshop

Aug. 12 Lincoln, CEC, 402	S Beck	8:30 a.m.-4:30 p.m. GDMA-3621-CEUA	\$159
Nov. 4 Lincoln, CEC, 402	S Beck	8:30 a.m.-4:30 p.m. GDMA-3621-CEFA	\$159

Introduction to Adobe Lightroom


 Prerequisite: Introduction to Photoshop CC (GDMA-3621) or equivalent experience

Adobe Lightroom will help you take your photography to the next level.

(0.7 CEUs) **Keyword: Adobe** 

Sat., Nov. 11 Lincoln, CEC, 402	S Beck	8:30 a.m.-4:30 p.m. GDMA-7709-CEFA	\$159
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Adobe Creative Cloud: Introduction to Premiere Pro

 Prerequisite: Experience navigating in Mac or PC environment

This class introduces the fundamentals of Adobe Premiere Pro in the Creative Cloud. It will focus on key skills to take a project from the beginning to end, including tasks like organizing media, using audio, creating transitions, producing titles, and adding effects.

(0.7 CEUs) While taught in a Windows environment, the skills learned in this class are easily transferred to a Mac environment. **Keyword: Adobe**

Oct. 28 Lincoln, CEC, 402	S Beck	8:30 a.m.-4:30 p.m. GDMA-7714-CEFA	\$159
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Adobe Acrobat DC Pro

 Prerequisite: Word Basic or equivalent experience

Learn how to create functional PDF forms out of almost any document. This is a great class for anyone responsible for creating and modifying documents in a workplace.

(0.7 CEUs) **Keyword: Adobe**

Fri., Nov. 3 Lincoln, CEC, 402	F Massey	8:30 a.m.-4:30 p.m. GDMA-7710-CEFA	\$159
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Adobe Creative Cloud Training Opportunities

Want to bring the latest updates to Photoshop, InDesign or Illustrator to your workplace? Contact us to learn more about customized training opportunities either at your location or at the Jack J. Huck Continuing Education Center in Lincoln.

Contact Workforce Solutions at continuing@southeast.edu.

NEW! Intro to Microsoft Power Automate & Power Automate Desktop

This course provides an introduction to Power Automate and Power Automate Desktop, offering participants the ability to streamline repetitive tasks with little or no programming experience. Students will learn to build automated workflows and exercise light computational logic in a user-friendly environment. This program enables non-coders to create customized solutions to enhance efficiency, optimize processes, and increase productivity through automation.

(0.4 CEUs) **Keyword: Power**

Oct. 18 Lincoln, CEC, 402	W Goossen	8 a.m.-Noon OFFT-3921-CEFA	\$95
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NEW! Microsoft Teams for Business Users

This course is designed to help you master Microsoft® Teams®, the key communications tool in the suite of Microsoft® 365® productivity apps. Microsoft Teams enables individuals and organizations to chat, share ideas, collaborate on files, and essentially, work together. You can use Teams to have a quick chat with a colleague, participate in a virtual meeting, make an online call, and share files and resources.


(0.4 CEUs) **Keyword: Teams**

Wed., Oct. 4 Lincoln, CEC, 402	W Goossen	8 a.m.-Noon OFFT-7209-CEFA	\$95
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Word 2021: Basic

 Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

This software is designed to help you move smoothly through the task of creating professional-looking documents. Its rich features and powerful tools can make your work easy and even fun. In this course you'll learn how to create and edit simple documents, format documents, add tables and lists, add design elements and layout options, and proof documents.


(0.7 CEUs) Lunch is on your own. **Keyword: Word** 

Oct. 25 Lincoln, CEC, 402	W Darlington	8:30 a.m.-4:30 p.m. OFFT-7706-CEFA	\$159
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Word 2021: Intermediate


 Prerequisite: Word Basic or equivalent experience


You will work with features such as formats, styles and templates to create professional documents with a consistent look and feel. You will add visual interest to your documents by using the tables and charts features. Quick Parts and templates provide efficiency and consistency when adding content, and long complex documents can be simplified and managed in Master Documents. Finally, you will use the mail merge feature to automate sending individual letters to customers.

(0.7 CEUs) Lunch is on your own. **Keyword: Word** 

Nov. 29	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Darlington	OFFT-7707-CEFA	

Excel: Basic

 Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

After an introduction to spreadsheet terminology and Excel's window components, you will learn how to use the Help system and navigate worksheets and workbooks. Then you will enter and edit text, values, formulas, and pictures, and save workbooks in various formats. You also will move and copy data, learn about absolute and relative references, and work with ranges, rows and columns. We will cover simple functions, basic formatting techniques and printing. Finally, you will create and modify charts, and learn how to manage large workbooks. **Keyword: Excel** 

Nov. 6-13	M, Th	6-8:15 p.m.	\$159
NE City, NCLC, 104	Deremer	OFFT-7166-NCFA	


Pivot
Tables



What are they and how do I get one?


Get these questions and more answered here!

Excel 2021: Basic

 Prerequisite: Basic Computer Class (OFFT-3502) or equivalent experience

After an introduction to spreadsheet terminology and Excel's window components, you will learn how to use the Help system, navigate worksheets and workbooks, enter and edit text, values, formulas, and pictures, and save workbooks in various formats and much more.

(0.7 CEUs) Lunch is on your own for full day classes.


Keyword: Excel 

Aug. 11	F	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Maltas	OFFT-7703-CEUB	
Sept. 6	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Maltas	OFFT-7703-CEFA	
Oct. 10-17	T, Th	6-8:30 p.m.	\$159
Lincoln, CEC, 402	Beck	OFFT-7703-CEFB	
Oct. 13	F	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Maltas	OFFT-7703-CEFC	
Oct. 18	W	9 a.m.-5 p.m.	\$159
Plattsmouth, PLLC, 102	Jinings	OFFT-7703-PLFA	
Nov. 1	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Darlington	OFFT-7703-CEFD	


Excel 2021: Intermediate


 Prerequisite: Excel Basic or equivalent experience

Learn how to work with large worksheets and use multiple worksheets and workbooks efficiently. Discover advanced formatting techniques such as applying special number formats and using workbook styles and themes. In addition, you will learn how to create outlines and subtotals, and how to create and apply cell names. You will sort and filter data, and create and format tables and much more.


(0.7 CEUs) Lunch is on your own. **Keyword: Excel** 

Aug. 25	F	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Maltas	OFFT-7704-CEFA	
Sept. 13	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Maltas	OFFT-7704-CEFB	
Oct. 20	F	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Maltas	OFFT-7704-CEFC	
Nov. 8	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Goossen	OFFT-7704-CEFD	


 Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com.

 Book provided for in-class use only. You may purchase your own copy from the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com

Excel 2021: Advanced


 Prerequisite: Excel Intermediate or equivalent experience

You will build on the skills acquired in the basic and intermediate courses. You will work with advanced functions and formulas, as well as lookup functions such as VLOOKUP, MATCH, and INDEX. Learn about data validation, and how to use advanced data filtering. You will apply advanced chart formatting options, and create more complex charts and much more.

(0.7 CEUs) Lunch is on your own. **Keyword: Excel** 

Sept. 20	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Maltas	OFFT-7705-CEFA	
Nov. 15	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Maltas	OFFT-7705-CEFB	

QuickBooks: Basic

 Prerequisite: Windows experience

Learn how to use the basic features and functions of QuickBooks Pro software. You will create a company, set up preferences, set up and invoice customers, manage vendors and pay bills, work with banking transactions (deposits, transfer funds, etc.), perform reconciliations, and review basic financial and other system reports.

(0.7 CEUs) This course does not configure or customize the software for your business. **Keyword: QuickBooks**


Nebraska City

Aug. 12	S	8:30 a.m.-4:30 p.m.	\$159
NE City, NCLC, 102	Pemberton	ACCT-7289-NCUA	

Lincoln, 2021 Version


Aug. 10	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Johnson	ACCT-7289-CEUA	
Oct. 11	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Johnson	ACCT-7289-CEFA	

Connect with Us!

 SCCNet
 SCCLearningCenteratFallsCity
 SCCLearningCenteratHebron
 SCCLearningCenteratNebraskaCity
 SCCLearningCenteratPlattsmouth
 SCCLearningCenteratWahoo
 SCCLearningCenteratYork

 SCCNet

QuickBooks 2021: Advanced

 Prerequisite: QuickBooks Basic or equivalent experience

Expand your understanding of QuickBooks Pro by learning how to manage inventory, set up and manage sales taxes, prepare estimates, perform job costing, work with balance sheet accounts, set up budgets, process payroll and related reporting, and advanced customization options.

(0.7 CEUs) A portion of this course allows for discussion and or tailoring of software for your organization's needs. If personalized assistance is desired during the course, please bring your own documents and/or laptop.

Keyword: QuickBooks 


Aug. 17	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Johnson	ACCT-7290-CEUA	
Oct. 12	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 408	Johnson	ACCT-7290-CEFA	

Working with QuickBooks Online

 Prerequisite: Microsoft Windows experience

Learn about the features of QuickBooks online and how these can be used to manage the accounting for your small business or organization. You will learn how to navigate the application, set up a company file, set up and invoice customers, manage vendors and pay bills, work with banking and credit card transactions, and utilize reports from the system.

Part 1 (0.7 CEUs) will get you started on QuickBooks Online. **Part 2** (0.7 CEUs) will bring it all together and help you fine-tune QuickBooks online to your business needs.

This course does not configure or customize the software for your business or organization. **Keyword: QuickBooks** 

Part 1

Sept. 7	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7291-CEFA	
Nov. 8	W	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7291-CEFB	
Dec. 7	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7291-CEFC	

Part 2

Sept. 14	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7292-CEFA	
Nov. 9	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7292-CEFB	
Dec. 14	Th	8:30 a.m.-4:30 p.m.	\$159
Lincoln, CEC, 402	Johnson	ACCT-7292-CEFC	

Web Design & Development

Intro to Web Development

Learners with little or no prior experience in web design will explore how HTML, CSS and JavaScript are used in the construction of a website. You will create a simple, five-page website using standard tags and attributes, internal and inline styling and simple element placement techniques to explore the way HTML can be used to display information in a browser.

(0.5 CEUs) **Keyword: Web**

Oct. 18	S	10 a.m.-3:30 p.m.	\$125
Lincoln, CEC, 402	Goossen	INFO-3947-CEFA	

Internet

NEW! Introduction to Google Workspace

This class is geared for nonprofit organizations looking to learn more about adding Google Workspace to their organization. Learn how it compares to Office products and how you can use Google Workspace tools to increase productivity and record-keeping.

(0.3 CEUs) **Keyword: Google**

Oct. 19	Th	9 a.m.-Noon	\$65
Lincoln, CEC, 402	Esau	OFFT-7708-CEFA	

One-on-One Training

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. **Keyword: Computer**

Falls City Area	\$99	AREA-0927-FCFA
Nebraska City Area	\$99	AREA-0927-NCFA
Plattsmouth Area	\$99	AREA-0927-PLFA
Wahoo Area	\$99	AREA-0927-WHFA
York Area	\$99	AREA-0927-YKFA

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.

Keyword: Device

Falls City Area	\$35	AREA-0880-FCFA
Nebraska City Area	\$35	AREA-0880-NCFA
Plattsmouth Area	\$35	AREA-0880-PLFA
Wahoo Area	\$35	AREA-0880-WHFA
York Area	\$35	AREA-0880-YKFA

HEALTH CARE

CPR | First Aid

The American Heart Association



strongly promotes knowledge and proficiency in all AHA courses and has developed instructional materials for this purpose. Use of these materials in an education course does not represent course sponsorship by the AHA. Any fees charged for such a course, except a portion of the fees needed for AHA course material, do not represent income to the AHA.

Our CPR courses are offered in **Face-to-Face (F2F)** and **Hybrid (HB)** formats for learning flexibility.

For Hybrid courses

- When registering, include your email address.
- Approximately one week prior to your skills session class, you will receive an email with the AHA access key to complete the online learning.
- Once you've completed the online portion, print the Online Course Completion Certificate. **You must have this certificate with you for admission into the face-to-face skills session.**

NOTE:

You are required to attend the entire class you have enrolled in to receive a card. If you miss or do not successfully complete any part of your class, you must register and pay for another class. We require 24 hours' notice before the first day of class to drop or change any CPR or First Aid class.

F2F | Heartsaver® First Aid

If you respond to first aid emergencies in the workplace, this class is perfect for you. Learn how to manage illness and injuries in the first few minutes until medical professionals arrive.

This class meets the First Aid requirements for day cares.

Keyword: Aid

Aug. 16	W	6-9 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3505-CEUB	
Oct. 18	W	6-9 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3505-CEFA	
Dec. 13	W	6-9 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3505-CEFB	

HB | Heartsaver® First Aid Online + Skills Session

This class meets the First Aid requirements for day cares.

Keyword: Aid

Sept. 14	Th	7-7:45 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3506-HBFCFA	
Nov. 9	Th	7-7:45 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3506-HBFCB	

F2F | Heartsaver® CPR AED (Community)

Have you always wanted to know how to perform CPR and use an AED if needed in an emergency situation? Take this training and walk away with CPR and AED skills need to assist adults, children and infants.

This class meets the CPR AED requirement for day cares.

Keyword: CPR

Oct. 11	W	6-9 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3500-CEFA	
Oct. 19	Th	6-9 p.m.	\$59
Falls City, FCLC, 102		HLTH-3500-FCFA	
Oct. 21	S	9 a.m.-Noon	\$59
Plattsmouth, PLLC, Commons		HLTH-3500-PLFA	
Dec. 6	W	6-9 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3500-CEFB	

HB | Heartsaver® CPR AED Online + Skills Session (Community)

This class meets the CPR requirements for day cares.

Keyword: CPR

Sept. 14	Th	6-6:45 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3501-HBFCFA	
Nov. 9	Th	6-6:45 p.m.	\$59
Lincoln, CEC, 109B		HLTH-3501-HBFCB	



Instructor Chris Buchholz

Hello! My name is Chris Buchholz. I have been a CPR instructor with Southeast Community College off and on since the early 90s. As a former EMT and volunteer in my community, I realize the importance of the knowledge and confidence it takes to step up and act during a medical emergency. Working for SCC has given me the opportunity to share my knowledge, skill and experience with those who are considering a career in health care or those just wanting to educate themselves on how to respond to medical emergencies.

F2F | CPR HeartCode® Basic Life Support (for Health Care Professionals)

Sign up for this CPR BLS training and learn all that you need to know in performing CPR and using an AED and responding to foreign-body airway obstruction.

Course cost does not include BLS Provider Manual. You may purchase the manual through the AHA website or the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com. The book is NOT required.

(0.45 CEUs) This course is for health care providers: nurses, EMTs, doctors, lifeguards, etc. **Keyword: CPR**

Aug. 15	T	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEUQ	
Aug. 22	T	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFA	
Sept. 7	Th	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFB	
Sept. 16	S	9 a.m.-1:30 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFD	
Oct. 4	W	8:30 a.m.-1 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFG	
Oct. 24	T	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFJ	
Nov. 15	W	8:30 a.m.-1 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFN	
Nov. 28	T	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFQ	
Dec. 2	S	9 a.m.-1:30 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFR	
Dec. 19	T	5:30-10 p.m.	\$63
Lincoln, CEC, 109B		HLTH-3251-CEFX	

Falls City

Aug. 24	Th	5:30-10 p.m.	\$63
Falls City, FCLC, 102		HLTH-3251-FCFA	
Nov. 16	Th	5:30-10 p.m.	\$63
Falls City, FCLC, 102		HLTH-3251-FCFB	

Nebraska City

Aug. 10	Th	8:30 a.m.-1 p.m.	\$63
NE City, NCLC, 102		HLTH-3251-NCUA	
Dec. 16	S	9 a.m.-1:30 p.m.	\$63
NE City, NCLC, 102		HLTH-3251-NCFA	

Plattsmouth

Sept. 30	S	9 a.m.-1:30 p.m.	\$63
Plattsmouth, PLLC, Commons		HLTH-3251-PLFA	



SCAN TO
SEE ALL CLASS
DATES AVAILABLE

HB | CPR - HeartCode® Basic Life Support Online + Skills Session (for Health Care Professionals)

This course is for health care providers: nurses, EMTs, doctors, lifeguards, etc. **Keyword: CPR**

Aug. 19	S	9-10:30 a.m.	\$65.50
Lincoln, CEC, 109B		HLTH-3253-HBUFCF	
Sept. 21	Th	6-7:30 p.m.	\$65.50
Lincoln, CEC, 109B		HLTH-3253-HBFCB	
Oct. 17	T	6-7:30 p.m.	\$65.50
Lincoln, CEC, 109B		HLTH-3253-HBFCD	
Nov. 21	T	1-2:30 p.m.	\$65.50
Lincoln, CEC, 109B		HLTH-3253-HBFCF	
Dec. 20	W	6-7:30 p.m.	\$65.50
Lincoln, CEC, 109B		HLTH-3253-HBFCH	

F2F | Online Skills Only

Once you have purchased and completed your AHA online course (CPR BLS for Healthcare Provider, AED or First Aid), schedule a skills session within 30 days to complete and receive your card.

The certificate must be current as of six months since the written portion was completed. **Keyword: CPR**

Aug. 19	S	9-10:30 a.m.	\$25
Lincoln, CEC, 109B		HLTH-3499-CEUC	
Oct. 17	T	6-7:30 p.m.	\$25
Lincoln, CEC, 109B		HLTH-3499-CEFB	
Dec. 5	T	1-2:30 p.m.	\$25
Lincoln, CEC, 109B		HLTH-3499-CEFD	

ACLS Online + Skills

AHA's ACLS course. HeartCode blended learning delivers quality resuscitation education regardless of where providers are located and gives them more control to complete the course at their own pace.

For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.



Let us
come
to you!

Bringing CPR to your team has never been easier!

To learn more, contact Jennifer Keitges at 402-437-2706 or jkeitges@southeast.edu

Emergency Medical Services

F2F | EMS Mini Conference: Rural EMS, Changing the Culture

This mini-conference will update the Emergency Medical Service provider with data-driven changes in patient care as well as addressing culture shift in Rural EMS & Fire.

(7.5 contact hours) **Keyword: EMS**

Sat., Aug. 19	S	8 a.m.-4:30 p.m.	\$30
Hebron, STAC		EMTL-3260-OCUA	

F2F | IV Administration for the EMT

This course will equip EMTs to perform a thorough patient assessment, recognize a need for IV fluids and develop a treatment plan to successfully implement and administer appropriate IV therapies.

(10.0 contact hours) In order to receive contact hours, you must attend both days for the entire time. For more information, contact Roxann Buchholz at 402-323-3627 or rbuchholz@southeast.edu. **Keyword: EMT**

Oct. 13 &	F	6-9 p.m.	\$197
Oct. 14	S	9 a.m.-4:30 p.m.	
Lincoln, CEC, 109B	Fuehring	EMTL-3044-CEFA	

HB | Paramedic Refresher

Do you need continuing education for renewal? This course will give you all that you need. It meets the NCCR Course Requirements for NREMT Paramedic Renewal.

- Airway, Respiration & Ventilation (3.5 hours)
- Trauma (3 hours)
- Cardiovascular (8.5 hours)
- Medical (8.5 hours)
- Operations (6.5 hours)

(30.0 contact hours) Must complete all modules before skills portion. **Keyword: Paramedic**

Classroom Portion LIVE Online, Zoom			
Sept. 26-Nov. 18	T	7-9 p.m.	\$359
LIVE Online, Zoom & Lincoln, CEC, 109A			
	Dalton	EMTL-3040-HBFCA	

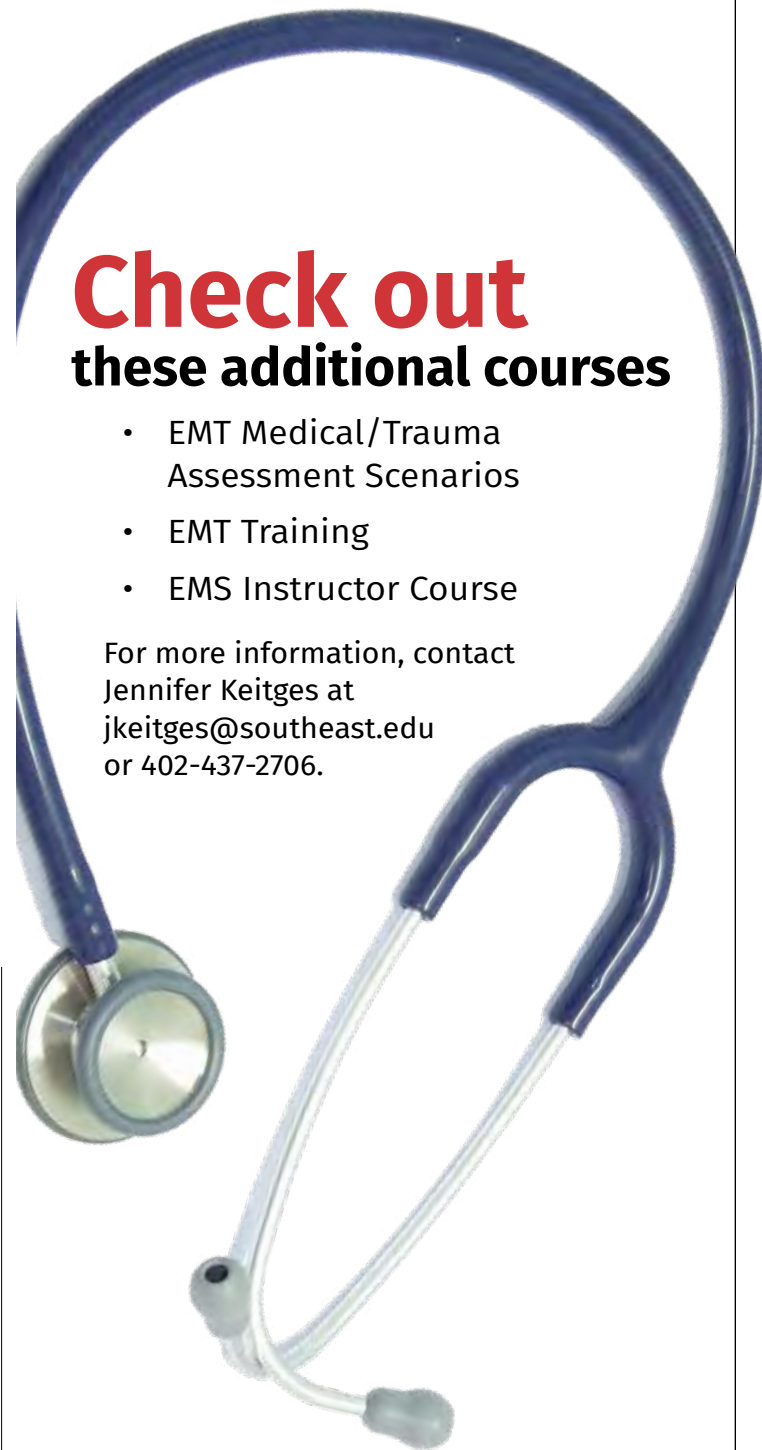
F2F | EMT Refresher

This EMT Refresher 20-hour course meets the National Registry and state requirements for renewal.

(20.0 contact hours) For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

Keyword: EMT

Nov. 1-27	M, W	6-10 p.m.	\$249
Lincoln, CEC, 109	Caldwell		
No class Nov. 8, 20 & 22		EMTL-3333-CEFA	



Check out these additional courses

- EMT Medical/Trauma Assessment Scenarios
- EMT Training
- EMS Instructor Course

For more information, contact Jennifer Keitges at jkeitges@southeast.edu or 402-437-2706.

Health Care Providers CEUs

For a full list of continuing education courses, please visit <https://bit.ly/nursingprofessionalsce>. For questions, email continuing@southeast.edu.

Trauma Nursing Core Course

Do you work in an emergency care setting? Is your main role dealing with the care of trauma patients? This is the course for you! The Trauma Nursing Core Course is developed by the Emergency Nurses Association and is designed for registered nurses who have at least six months of clinical nursing experience in an emergency care setting. This course consists of a combination of lecture and skills stations to increase knowledge, refine skills and build a firm foundation in trauma nursing.

Successful completion of the course requires 80% or greater on the multiple-choice exam and 70% or greater on the skill station evaluation. RN candidates with successful completion will receive the ENA TNCC four-year provider verification card. All attendees will be awarded an 18.3 contact hour certificate for course completion. The Emergency Nurses Association is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.

Keyword: Trauma

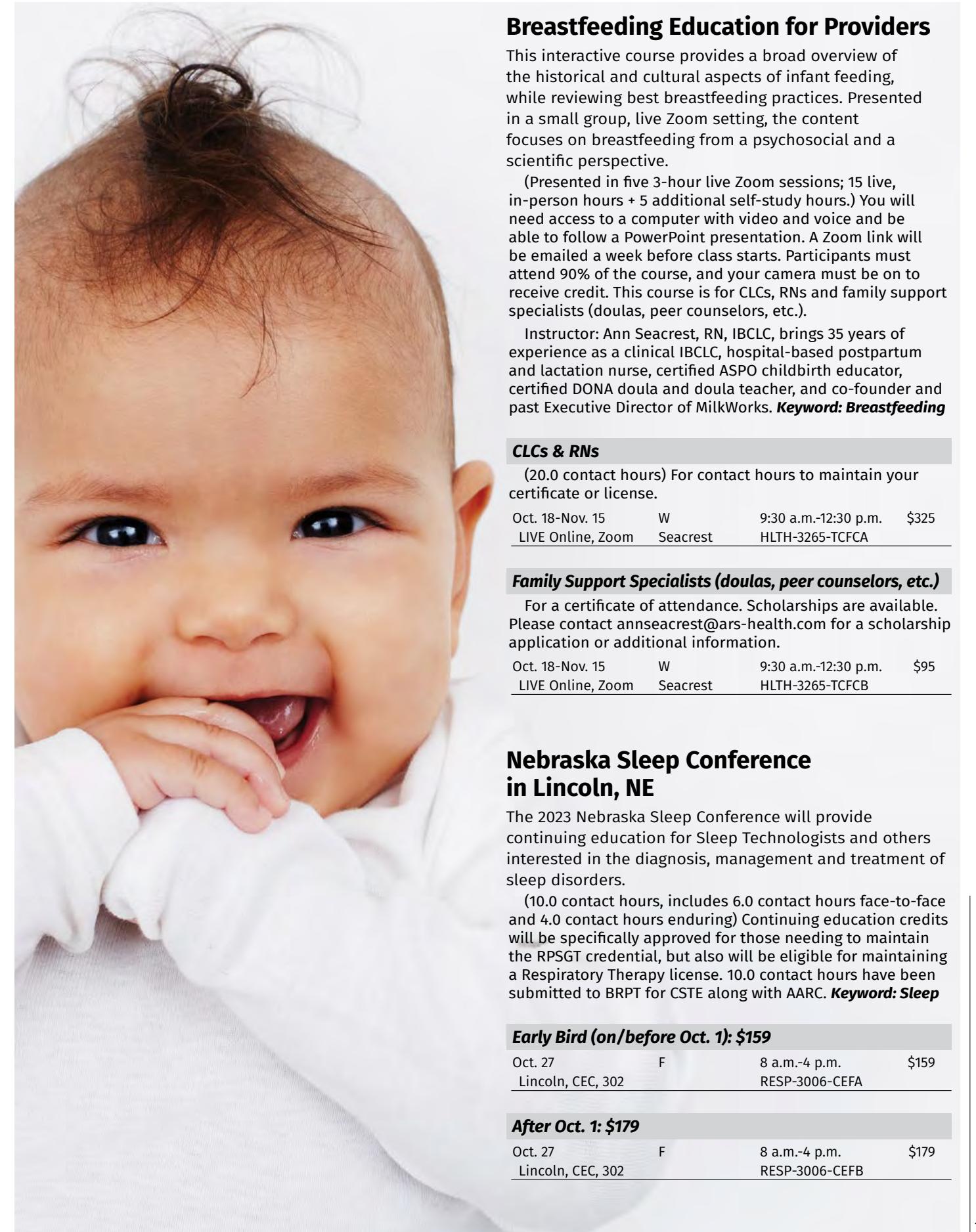
Oct. 17 & 18	T, W	8 a.m.-5 p.m., 8 a.m.-1 p.m.	\$309
Lincoln, CEC, 302		HLTH-3247-CEFA	

Abuse & Neglect Prevention for Nursing Assistants

Do you need the Abuse & Neglect Prevention course to be placed on the Nebraska Nurse Aide Registry? Register for this course at any time and take it in the comfort of your own home.

(1.0 contact hour) Once you have completed the one-hour online in-service, the state is notified by email that you have completed the course. NOTE: For successful completion, you must get 100% on the quiz which covers the material you have read and the videos you have watched. You can take the quiz as many times as needed. **Keyword: Abuse**

Online, Canvas	\$30	HLTH-3065-WBFCFA
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Breastfeeding Education for Providers

This interactive course provides a broad overview of the historical and cultural aspects of infant feeding, while reviewing best breastfeeding practices. Presented in a small group, live Zoom setting, the content focuses on breastfeeding from a psychosocial and a scientific perspective.

(Presented in five 3-hour live Zoom sessions; 15 live, in-person hours + 5 additional self-study hours.) You will need access to a computer with video and voice and be able to follow a PowerPoint presentation. A Zoom link will be emailed a week before class starts. Participants must attend 90% of the course, and your camera must be on to receive credit. This course is for CLCs, RNs and family support specialists (doulas, peer counselors, etc.).

Instructor: Ann Seacrest, RN, IBCLC, brings 35 years of experience as a clinical IBCLC, hospital-based postpartum and lactation nurse, certified ASPO childbirth educator, certified DONA doula and doula teacher, and co-founder and past Executive Director of MilkWorks. **Keyword: Breastfeeding**

CLCs & RNs

(20.0 contact hours) For contact hours to maintain your certificate or license.

Oct. 18-Nov. 15	W	9:30 a.m.-12:30 p.m.	\$325
LIVE Online, Zoom	Seacrest	HLTH-3265-TCFCA	

Family Support Specialists (doulas, peer counselors, etc.)

For a certificate of attendance. Scholarships are available. Please contact annseacrest@ars-health.com for a scholarship application or additional information.

Oct. 18-Nov. 15	W	9:30 a.m.-12:30 p.m.	\$95
LIVE Online, Zoom	Seacrest	HLTH-3265-TCFCB	

Nebraska Sleep Conference in Lincoln, NE

The 2023 Nebraska Sleep Conference will provide continuing education for Sleep Technologists and others interested in the diagnosis, management and treatment of sleep disorders.

(10.0 contact hours, includes 6.0 contact hours face-to-face and 4.0 contact hours enduring) Continuing education credits will be specifically approved for those needing to maintain the RPSGT credential, but also will be eligible for maintaining a Respiratory Therapy license. 10.0 contact hours have been submitted to BRPT for CSTE along with AARC. **Keyword: Sleep**

Early Bird (on/before Oct. 1): \$159

Oct. 27	F	8 a.m.-4 p.m.	\$159
Lincoln, CEC, 302		RESP-3006-CEFA	

After Oct. 1: \$179

Oct. 27	F	8 a.m.-4 p.m.	\$179
Lincoln, CEC, 302		RESP-3006-CEFB	

TRADES & INDUSTRY

Electrical & Automation

Electrical Foundations Series

These three classes are taught from a maintenance and troubleshooting perspective, specifically for people who work in areas of industrial maintenance.

With more than 50% of class time spent on hands-on exercises, individuals will learn background theory to help solve problems and issues found in industrial settings.

Taken together, these courses give participants well-rounded knowledge and skills in electrical maintenance.

Edwin Mendez

Assembly Team Member, LI-COR

As an assembler in my industry, the most useful knowledge I gained in these classes was a solid foundation of understanding in how electronic circuits work, and how different components play a role within electronics. Additionally, these classes helped me to develop a troubleshooting mindset and how to use a logical, methodical approach to isolate areas within a system that are not functioning as expected.



SCAN TO HEAR MORE FROM OUR STUDENTS

Electrical Fundamentals 1

This seminar covers electrical fundamentals from a troubleshooting perspective. Learn what to expect in operational series, parallel and combination circuits through measuring voltage, resistance and current flow with digital multimeters. Topics include electrical terminology, Ohm's Law, schematic reading, components, wiring, and safe work practices.

(2.4 CEUs) To help develop and retain skills, 50% of the time is hands-on using custom training consoles. SCC staff tuition waiver doesn't apply. **Keyword: Electrical** ▲◆

Aug. 8-10	T, W, Th	8 a.m.-5 p.m.	\$629
York, YKLC, D101	Aden	ELEC-6075-YKUA	
Aug. 22-24	T, W, Th	8 a.m.-5 p.m.	\$629
Lincoln, CEC, 406	Blaser	ELEC-6075-CEFA	

Motor Control & Relay Logic 2

⚠ Recommended Prerequisite: Electrical Fundamentals (ELEC-6075) or equivalent

Three-phase motors, motor starters, wiring, relays, timers, schematics, wiring diagrams, industrial symbology, relay logic, and timer circuits will be covered using discussion and hands-on training equipment.

(2.4 CEUs) Digital multimeters are provided. However, learn more by bringing the digital multimeter you normally use. SCC staff tuition waiver doesn't apply. **Keyword: Motor** ▲◆

Sept. 12-14	T, W, Th	8 a.m.-5 p.m.	\$629
Falls City, FCLC, 102	Aden	ELEC-6076-FCFA	
Sept. 26-28	T, W, Th	8 a.m.-5 p.m.	\$629
Lincoln, CEC, 406	Blaser	ELEC-6076-CEFA	

Electrical Troubleshooting 3

⚠ Recommended Prerequisites: Electrical Fundamentals (ELEC-6075) and Motor Controls & Relay Logic (ELEC-6076) or equivalent

Use training equipment with industry-standard devices to improve electrical troubleshooting skills. Includes proven tips and techniques for experts and beginners.

(2.4 CEUs) **Keyword: Electrical** ▲

Oct. 31-Nov. 2	T, W, Th	8 a.m.-5 p.m.	\$629
Lincoln, CEC, 406	Blaser	ELEC-6548-CEFA	



NEW! Introduction to PLCs

Users of PLC-based systems will benefit from this opportunity to receive training on background theory, application information, programming practices, and specifics for the Automation Direct Click series. Engineers, maintenance technicians, electricians, sales personnel, or anyone working on home automation projects should register now.

(1.6 CEUs) **Keyword: PLCs**

Sept. 19-20	T, W	8 a.m.-5 p.m.	\$499
Lincoln, CEC, 406	Aden	ELEC-6720-CEFA	

Basic Rockwell RS500 PLC

⚠ Prerequisite: Knowledge of industrial machine controls

This class will provide general background theory, applications information and programming practice for mechanics, technicians and engineers who specify or maintain PLC-based systems using RS Logix 500.

(2.4 CEUs) Class size is limited to 12 people to permit hands-on practice using Allen-Bradley PLCs and RSLogix 500 and RSLinx on training work stations. SCC staff tuition waiver doesn't apply. **Keyword: PLC** ▲

Oct. 3-5	T, W, Th	8 a.m.-5 p.m.	\$659
Lincoln, CEC, 406	Aden	ELEC-6078-CEFB	

Basic Rockwell RS5000 PLC

⚠ Recommended Prerequisite: Basic Rockwell RS500 (ELEC-6078) or equivalent

You will receive an introduction to the "Logix" family of Allen-Bradley Controllers. Topics include an overview of Logix family hardware, an introduction to the RS5000 software, basic ladder logic programming, time, counter, math, compare, tags, organizing projects, uploading/downloading, online editing, and more.

(2.4 CEUs) Hands-on training will be provided with Allen-Bradley PLCs and custom designed training stations. SCC staff tuition waiver doesn't apply. **Keyword: PLC** ▲

Oct. 24-26	T, W, Th	8 a.m.-5 p.m.	\$729
Lincoln, CEC, 406	Aden	ELEC-6080-CEFA	

▲ Eligible for Gap Assistance

◆ Eligible for American Job Center assistance

See page 30 for more information.

NEW! Advanced Rockwell RS5000 PLC



Recommended Prerequisites: Basic Rockwell RS 500 PLC (ELEC-6078) and Basic Rockwell RS5000 PLC (ELEC-6080) or equivalent

This is an extension of the Basic RS5000 class. This class will help you understand how good PLC program flow and structure can be accomplished and data organization and manipulation techniques, and develop a program to select blocks of data from an HMI for use in recipes, etc. Topics include use of more involved instructions such as subroutines, shift registers, arrays, FIFO's indirect addressing, and sequencers.

(2.4 CEUs) Hands-on training will be provided with Allen-Bradley PLCs and custom designed training stations.
Keyword: PLC

Aug. 15-17 Lincoln, CEC, 406	T, W, Th Aden	8 a.m.-5 p.m. ELEC-6085-CEUA	\$729
Dec. 5-7 Lincoln, CEC, 406	T, W, Th Aden	8 a.m.-5 p.m. ELEC-6085-CEFA	\$729

Industrial Instrumentation & Control

This course is designed to increase skill levels for engineers, technicians, sales representatives, and anyone involved with manufacturing, process controls, energy generation, or automation.

(2.4 CEUs) Training includes lecture and hands-on usage of actual devices such as photo-electric, inductive, capacitive, and temperature sensors. Interface to PLCs and control techniques will be covered using simulation trainer consoles. Such sensors are keys to green building automation.

Keyword: Industrial ▲ ◆ ◆

Oct. 10-12 NE City, NCLC, 104	T, W, Th Aden	8 a.m.-5 p.m. ELEC-6234-NCFA	\$629
Nov. 14-16 Lincoln, CEC, 406	T, W, Th Aden	8 a.m.-5 p.m. ELEC-6234-CEFA	\$629

Industrial Electro-Pneumatics

Participants with industrial experience learn the principles of basic pneumatic and electro-pneumatic circuits using a computer layout and simulation program. After any problems with the simulated pneumatic circuits have been diagnosed and fixed, then circuits are constructed and operated on the trainer board using actual valves, cylinders and compressed air.

(3.2 CEUs) Lunch is on your own. **Keyword: Pneumatics** ▲

Dec. 11-14 Lincoln, CEC, 406	M, T, W, Th Aden	8 a.m.-5 p.m. ELEC-6871-CEFA	\$699
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Variable Frequency Drives

This course gives maintenance technicians, specifiers and supervisors insights to basic theory, installation considerations, control wiring, and programming of parameters to utilize VFDs in industrial and commercial applications. This is an excellent opportunity for individuals to apply theory to hands-on lab projects that reflect problems that may be encountered in one's daily work.

(1.6 CEUs) The class is approximately 50% hands-on utilizing actual industry devices. SCC staff tuition waiver doesn't apply. **Keyword: Variable** ▲

Oct. 17-18 Lincoln, CEC, 406	T, W Aden	8 a.m.-5 p.m. ELEC-6077-CEFA	\$459
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Journeyman Electrician Exam Prep

This class helps prepare apprentices for the electrician's exam by studying the National Electrical Code book.

(3.0 CEUs) This course has been approved for 30 code hours by the Nebraska State Electrical Board.

Keyword: Electrical ▲

Sept. 12-Nov. 14 Lincoln, LNK, V-13	T Lamp	6:30-9:30 p.m. ELEC-6055-LNFA	\$199
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Welding

Basic Welding

This is an opportunity to learn basic welding skills and for experienced welders to enhance their skills. Classes include safe operation of stick, Mig, Tig, and Oxyacetylene welders and related shop equipment through hands-on practical welding experiences.

(2.4 CEUs) Students will need to provide safety glasses, leather gloves, arc-welding helmet, and pliers. They must pass the shop safety test and wear leather boots, cotton pants/jeans (no shorts) and long-sleeve cotton shirt to remain in this class. Supplies can be purchased from the SCC Welding Technology program. **Keyword: Welding** ▲ ◆

Sept. 30-Nov. 18 Lincoln, LNK, K-3	S Yueill	9 a.m.-Noon WELD-6185-LNFA	\$299
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Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com.

- ▲ Eligible for Gap Assistance
- ◆ Eligible for American Job Center assistance
- ◆ Nebraska City Job Enhancement Scholarship eligible

See page 30 for more information.

Gas Metal Arc Welding

This is basic instruction in Gas Metal Arc Welding (MIG) for manufacturing and is designed to be two-thirds hands-on practice. This course includes steel and stainless-steel hands-on welding; theory, safety, reading prints, and welding symbols; welding principles and procedures; filler wires, shielding gases, welding power sources, and joint configurations; and manipulative skills and welding positions.

(6.0 CEUs) Personal safety gear is required and can be purchased at your local farm store: welding gloves, safety glasses, helmet, pliers, burn jacket, boots, and Vise Grip®. SCC staff tuition waiver doesn't apply. Half-hour lunch on your own. **Keyword: Welding** ▲

Aug. 18-Oct. 6 Falls City, FCLC, Ind. Lab	F Pagano	8:30 a.m.-4:30 p.m. WELD-7729-FCUB	\$879
Oct. 20-Dec. 15 Falls City, FCLC, Ind. Lab	F Pagano	8:30 a.m.-4:30 p.m. WELD-7729-FCFA	\$879
No class Nov. 24.			

Gas Metal Arc Welding I (Steel)

This is an introduction to Gas Metal Arc Welding theory, safety, applications, manipulative skills, welding principles, and procedures. Filler wires, shielding gases, welding power sources, welding of carbon steel, and welding processes on different joint configurations are included.

(1.5 semester credits) Students must supply their own safety glasses, leather gloves, arc welding helmet, and pliers. For a credit registration form, contact 402-437-2700 or continuing@southeast.edu.

NE Resident \$181.50/Non-resident: \$213

Aug. 21-Nov. 13 Deshler, DESH, Shop	M Hatzenbuehler	5:30-9:10 p.m. WELD-1000-OCFA	See Above
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Gas Metal Arc Welding II (Aluminum)



Prerequisite: Successful completion of WELD-1000 or appropriate AWS Certification

This class is intermediate to advanced instruction in Gas Metal Arc Welding theory, safety, applications, manipulative skills, welding principles, and procedures. Filler wires, shielding gases, welding power sources, welding of aluminum and welding processes on different joint configurations are included.

(1.5 semester credits) Students must supply their own safety glasses, leather gloves, arc welding helmet and pliers. For a credit registration form, contact 402-437-2700 or continuing@southeast.edu.

NE Resident \$181.50/Non-resident: \$213

Aug. 23-Nov. 15 Deshler, DESH, Shop	W Hatzenbuehler	5:30-9:10 p.m. WELD-1010-OCFA	See Above
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Forklift

Forklift Operator

Designed for all operators, this course includes safety inspections; design restriction; lifting, moving and placing loads; driving speeds; directions; and ramps. You will perform a pre-start safety inspection and operate a forklift.

Textbook is included in course cost. NSC Certificate of Completion will be given following the examination and successful completion of the course. **Keyword: Forklift** ◆ ◆

Aug. 11 Falls City, FCLC, Lab	F Breidenstine	9 a.m.-3 p.m. TRAN-3928-FCUA	\$139
Oct. 20 NE City, NCLC, 104	F Breidenstine	9 a.m.-3 p.m. TRAN-3928-NCFA	\$139
Nov. 4 Lincoln, LNK, M-8	S Breidenstine	8:30 a.m.-1:30 p.m. TRAN-3928-LNFA	\$139
Dec. 9 Lincoln, LNK, M-8	S Breidenstine	8:30 a.m.-1:30 p.m. TRAN-3928-LNFB	\$139



Fiber Optics

Certified Fiber Optics Boot Camp (CFOT, CFOS/S, CFOS/T)

This bootcamp is designed for someone with little to no experience to participate and successfully learn the skills needed to work in the high-demand field as a fiber optics technician. Upon successful completion, you will earn three industry recognized certifications from the Fiber Optics Association and the U.S. Department of Labor.

Cost includes study materials, exam fees and textbooks for all three courses. Dropping this Boot Camp requires a minimum of eight days advance notice to receive a full refund. SCC staff tuition waiver doesn't apply.

Keyword: Fiber ▲◆

Oct. 23-27	M, T, W, Th, F	8 a.m.-5 p.m.	\$2,500
Lincoln, CEC, 403	Rauch	ELEC-6065-CEFA	

Automotive

Troubleshooting Automotive Electrical Systems

This class covers basic principles and applications of electronic circuits, electromagnetism and the safe use of a digital multimeter when measuring Volts, Amperes and Ohms. Includes circuit theory to understand Ohm's Law for Series, Parallel and Series Parallel circuits; the design, safe operation and testing of lead acid storage batteries; troubleshooting electrical problems; and read wiring schematics.

(0.6 CEUs) Training consists of three hours lecture and three hours lab. Safety glasses must be worn at all times by students while in the shop, and loose clothing and jewelry are not allowed. **Keyword: Troubleshooting** ◆

Aug. 9-16	W	6-9 p.m.	\$89
NE City, NCLC, 104	Spicciati	AUTT-7300-NCUA	
Sept. 14-21	Th	6-9 p.m.	\$89
NE City, NCLC, 104	Spicciati	AUTT-7300-NCFA	

📖 Required book is available at the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com.

- ▲ Eligible for Gap Assistance
- ◆ Eligible for American Job Center assistance
- ◆ Nebraska City Job Enhancement Scholarship eligible

See page 30 for more information.



Manufacturing

Basic Precision Machining

This course uses a practical approach to basic machining, including proper speed, feed rates and machine setups of lathes, mills and grinders.

(2.4 CEUs) Participants must bring their own safety glasses, calculator and materials for taking notes. No shorts or opened-toed shoes allowed. No outside projects are used in class. In the course, each student will make the designated class project. To ensure student success and ability to observe safety protocol, ESL Level 8 or higher is recommended. If English is not your first language, please visit with the Precision Machining & Automation program chair. Improper operations of industrial duty equipment may result in personal injury, harm to others, or damage to machine components. **Keyword: Precision** ▲

Oct. 2-Nov. 20	M	5-8 p.m.	\$169
Lincoln, TCA, 107	Dunkle	MACH-6142-LNFA	

INDUSTRY CREDENTIALING

Food Industry

Food Protection Manager Online Class

This class is accepted by the Lincoln-Lancaster County Health Department for the sanitation training needed to obtain a Food Protection Manager permit.

Receive your assignments online. Upon completion of each assignment, you will complete an online quiz. The ServSafe exam is taken online at SCC locations in Lincoln, Beatrice, Falls City, Hebron, Nebraska City, and York.

Please note: You cannot access the course using an iPad or Android tablet. There is a six-hour waiting period between online registration for the class and class access. After you register online, purchase the textbook "ServSafe Manager" at the SCC Campus Store, 8800 O St., Lincoln, or at sccbookstore.com. For registration and log-in information, go to <https://bit.ly/scfoodprotectionmanagercourse>.

Class will be active now through June 24, 2024. All coursework needs to be completed by June 30.

Keyword: Protection

Online, Canvas	Mulbach	\$65	FSDT-3000-WBFA
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Driver Education

Driver Education Instructor Training

Prerequisite: Must be at least 21 years of age, have a high school diploma or equivalent, valid operator's license held in state of residence for two consecutive years, clean driving record (for the prior five years, the instructor candidate must have no violation on record for which five or more points might be assessed, including probation or other situations in which no points were actually assessed for the violation. You must have no suspensions or revocations on record within the last five years, including no convictions for DWI or any related alcohol or drug offense in connection with motor vehicle use. DMV Title 247.)

This is a Department of Motor Vehicles-approved course for the certification of instructors to teach driver education in a non-credit format. Focus is on fundamental driver education, curriculum development and presentation skills. The intent of this class is for those individuals who want to teach outside the K-12 system.

Keyword: Instructor 📖

Oct. 9-Nov. 18	Online	\$499
Lincoln, LNK, Arranged		TRAN-3393-HBFA

Exam Prep — CDM Credentialing Exam

This online exam prep course is designed specifically for those who are eligible to sit for the Certified Dietary Manager Credentialing Exam.

Each course module begins with a pretest to help you identify your understanding of the content area. You will move through the course at your own pace, utilizing the interactive review materials, example calculations with tutorial videos, flashcards, and reading materials to focus your study. Practice questions include rationale for answers and explanations for calculations. The course culminates with a simulated practice CDM exam.

For registration details, contact Vicki Rethmeier at 402-437-2528 or vrethmeier@southeast.edu. Cost is \$99 per person.



TALENT DEVELOPMENT



Power Skills

NEW! Practical Skills in Negotiation & Conflict Management

Learn the theory and practice of interest-based negotiation and mediation techniques and gain the skills that will lead to increased success in negotiating agreements and managing conflict.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Conflict**

Oct. 19	Th	9 a.m.-4 p.m.	\$229
Lincoln, CEC, 302	Hutchinson		
Register by: Oct. 12		BSAD-3715-CEFA	

The Psychology of Customer Service

The need to lead, model and promote your organization's mission within a customer service environment is essential for business success. This course provides you with opportunities to explore your responsibilities within your role as a leader (supervisor or manager) in a customer service environment and strategies for meeting and exceeding them.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. One hour for lunch on your own. **Keyword: Service** ❖

Nov. 16	Th	9 a.m.-4 p.m.	\$229
NE City, NCLC, 104	Skilz Group		
Register by: Nov. 6		BSAD-7738-NCFA	

Developing Successful Employees

Effectively manage employee performance by learning techniques that will allow you to set realistic expectations for your team member's performance, behavior and attendance.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Developing**

Oct. 5	Th	9 a.m.-4 p.m.	\$229
Lincoln, CEC, 302	Skilz Group		
Register by: Sept. 28		BSAD-6228-CEFA	
Nov. 10	F	9 a.m.-4 p.m.	\$229
Plattsmouth, PLLC, 101	Skilz Group		
Register by: Nov. 1		BSAD-6228-PLFA	

Developing a Project Management Mindset

Walk away with 12 power tips that can revolutionize the way you successfully get things done at work, at home and even at play.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Project**

Nov. 16	Th	8:30 a.m.-3:30 p.m.	\$229
Lincoln, CEC, 302	Slaight		
Register by: Nov. 9		BSAD-3022-CEFA	

How to Use Personality to Help You & Your Employees Excel

Utilize the Insight Personality Spectrum, a powerful, user-friendly version of the Myers-Briggs Type Indicator and maximize the strengths and success of you and your team.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Personality**

Nov. 30	Th	9 a.m.-4 p.m.	\$229
Lincoln, CEC, 302	Skilz Group		
Register by: Nov. 23		BSAD-6232-CEFA	

Personal Effectiveness for Leaders

Learn how to lead by example, develop your emotional intelligence and adopt a "Growth Mindset" to optimize your personal effectiveness and maximize your time.

(0.6 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Personal**

Sept. 7	Th	9 a.m.-4 p.m.	\$229
Lincoln, CEC, 302	Skilz Group		
Register by: Aug. 31		BSAD-6226-CEFA	

Effective Leadership Communication

Help guarantee your long-term success and that of your company by learning how to:

- Recognize the 21 barriers to successful communication.
- Apply a practical model of effective communication..
- Leverage "positive language" to enlighten, engage and influence anyone.

Pull it all together to create rapport and credibility.

(0.4 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Leadership**

Dec. 15	F	9 a.m.-4 p.m.	\$229
Plattsmouth, PLLC, 101	Skilz Group		
Register by: Dec. 6		BSAD-6227-PLFA	

Employment Readiness

NEW! Resumes & Interviews: Create Your Toolkit

You get one chance to impress a potential employer. Learn best practices of writing your resume and preparing for your interview. Everyone will produce a resume for professional review and participate in a mock interview either in-person or via Zoom. **Keyword: Resumes**

Aug. 1-8	T	6-8 p.m.	Sommerhalder	\$59
LIVE Online, Zoom			AREA-6745-TCUFA	
Falls City, FCLC, 102			AREA-6745-FCUA	
Oct. 3-10	T	6-8 p.m.	Sommerhalder	\$59
LIVE Online, Zoom			AREA-6745-TCFFA	
Falls City, FCLC, 102			AREA-6745-FCFA	

The Art of Communication

Communication is an important set of skills which impacts our personal and professional life. With texts, emails and Facebook® taking over our social lives, some might find it difficult to engage in normal conversation due to lack of practice with face-to-face interactions. You will discover different communication styles, techniques, non-verbal signals, and responses to build and strengthen your communication skills. **Keyword: Communication**

Oct. 9-23	M	6-8 p.m.		\$59
LIVE Online, Zoom		Ord	AREA-6835-TCFWA	



❖ Nebraska City Job Enhancement Scholarship eligible

See page 30 for more information.

Human Resources

Human Resource Certificate of Professional Development

The Human Resource Certificate of Professional Development can get you one step closer to achieving your career goals while also preparing you to take the aPHR exam, a nationally recognized certification through HRCI.



Includes:

- Course materials
- aPHR registration and exam fee
- 12-month Lincoln Human Resource Management Association membership
- Individual instructor consultation

(2.1 CEUs) You will earn CEUs and a certificate of completion will be awarded by SCC to those who successfully complete this course. **Keyword: Resource** ▲◆❖

Sept. 14-Oct. 26	Th	1-4 p.m.	Yankech	\$2,950
LIVE Online, Zoom				
			BSAD-3044-TCFCA	
			BSAD-3044-CEFA	
			BSAD-3044-NCFA	
Register by: Sept. 7				
Sept. 14-Oct. 26			Yankech	\$2,950
Online, Canvas				
			BSAD-3044-WBFA	
Register by: Sept. 7				

WATCH
Scan the code
to learn more
about this course.



NEW! The Employee Experience

The employee experience impacts the successful recruitment of qualified applicants, employee satisfaction and retention, and today is vital just as salaries and benefits are.



We will focus on three critical EX elements of leadership, culture and strategy and will highlight considerations for senior leaders, human resource professionals, managers, and employees. Organizational behavior concepts such as decision-making, cultural change, agile organization, and organizational assessment will be emphasized during this interactive course. If you want to make a difference, we invite you to join us.

(1.2 CEUs) You will earn CEUs and a certificate of professional development for successfully completing this class. **Keyword: Employee**

Nov. 9-Dec. 7	Th	1-4 p.m.	\$595
LIVE Online, Zoom Yankech			
No class Nov. 23. Register by: Nov. 2			
BSAD-3714-TCFCA			

This program has been submitted to the HR Certification Institute for review.

Facilitator DR. JIM YANKECH, PHD

Tell us a little bit about the courses you teach.

I teach human resource management at SCC. This fall I also will teach “The Employee Experience.” People work because they either want or need a paycheck. But why do people stay with or leave an organization? The answer is relationships—professional relationships of course. Healthy and productive organizations and cultures are built upon mutually supportive professional relationships. These two courses emphasize the responsibilities of both leaders and employees relative to organizational success.

What are students learning in these courses and how do they apply to the real world now?

Theories, laws, regulations, and practicalities are offered in these courses. Effective leadership and management are required to navigate the complicated world of organizational success. Courses cover not only fundamental knowledge but also strategic considerations.

Although the national COVID emergency officially ended in May, companies, organizations and governmental bodies are all still adjusting to current workforce realities. Wages have increased, employee expectations have changed and leaders are adapting to virtual and hybrid work arrangements. Employers, and employees, also are adjusting to present-day expectations relative to employee training and development. Traditional four-year post-secondary degrees are scrutinized more than ever. These circumstances highlight the value of flexible and responsive SCC programs.

Why is it important for companies and businesses to upskill their employees?

Constant change requires employees and employers to continuously monitor training and development needs. The need for “agility” is relevant for both employees and employers.

Why should businesses/ companies consider sending employees to these trainings?

Today’s young professionals value opportunities for professional development as much as if not more so than salaries and benefits. They are forward-looking and thinking and want to know what opportunities are available within—and admittedly outside—their current employer. Working in a healthy and supportive culture is also important to today’s employees and post-secondary students.



Angela Ward | HR Manager

Matt Talbot Kitchen & Outreach



“After more than 20 years in management, I wanted to focus more on my human resource skills. This course helped to fill in the gaps in my knowledge and give me the confidence to pursue a new career, focused on Human Resource Management with an aPHR certification.”



ENTREPRENEURSHIP CENTER



SCC's Focus Suites are a professional and comfortable place to do business, for real. Business owners in the Focus Suites community are passionate about their work. Some are just starting their entrepreneurial journey while others have celebrated many milestones.

Services

- Focus Suites Memberships (With & Without Office Rental Space)
- Focus Coaching
- Perk Up Thursday Weekly Coffee, Do Business For Real Book Club and Networking

Focus Suites

Building a business requires drive and focus. In a culture that celebrates the process, business owners can avoid getting overwhelmed and face change alongside others who have similar challenges.

- Individual office suites with 24/7 access (or virtual membership if office space is not needed)
- Supportive, collaborative community culture
- Flexible leases & affordable rental rates
- Free parking & high-speed internet
- Shared Collaboration Room

Focus Coaching

Focus Coaching is a customizable coaching experience designed to help entrepreneurs identify their strengths and vulnerabilities.

Participants are introduced to tools for informed decision making. The first session is free so we can learn about your unique business situation, determine if Focus Coaching is a fit, or if there is another resource we can recommend.

For more information on the Focus Suites opportunities, visit



or call us at 402-323-3629. Follow the Focus Suites on Facebook® (SCC.Eship) and Twitter (SCC_Eship).

Do Business for Real Book Club

This is a low-commitment and casual book club, and you don't have to read the chapters to attend our meetings. Come when you can, leave when you need to and read what you want.

Attend Tuesdays at noon in person or via Zoom and feel free to bring your lunch!

For book information, Zoom access and additional resources check out our

Do Business For Real Book Club Facebook group: facebook.com/groups/dobusinessforrealbookclub

or contact Brooke at blenhoff@southeast.edu to be added to the email list.



Join us at 10 a.m. for relaxed networking and our spotlight speaker who shares stories about their business experiences and



entrepreneurial journey. These stories include why an entrepreneur got started, what they have learned along the way (the good, the bad and sometimes the ugly) and what keeps them perked up and passionate about what they do.

for here or to go?



SCC Focus Suites
3rd Floor Commons
28 S. 68th St. Place
Lincoln

Via Zoom or catch the replay on YouTube



Small-Business Essentials

Introduction to Marketing Skills

Learn how to expand your marketing efforts with one-on-one training. Instructors are available to help you expand your social media presence, create blogs, online videos and email marketing strategies, help with finding target audiences, and much more.

Three hours of personalize training to meet your needs will be scheduled at a Learning Center at a time convenient to you and the instructor. **Keyword: Marketing**

York Area	Fisher	\$99	AREA-7293-YKFA
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Let's Do Lunch: Starting a Small Business

Have you had an idea for a small business but aren't sure where to start? Visit with an expert and get a few tips and tricks. **Keyword: Business**

Sept. 27	W	Noon-1 p.m.	Andrews	\$10
LIVE Online, Zoom				
			AREA-6665-TCFFB	
			Hebron, HNLC, 101	AREA-6665-HNFA
			Wahoo, WHLC, 101	AREA-6665-WHFA
Live-streamed from Falls City				
Dec. 6	W	Noon-1 p.m.	Andrews	\$10
LIVE Online, Zoom				
			AREA-6665-TCFFH	

Let's Do Lunch: Business Networking for Introverts

Are you an introvert and find business networking difficult? Join us for an opportunity to learn networking tips and ideas while connecting with other introverts in southeast Nebraska. **Keyword: Networking**

Oct. 11	W	Noon-1 p.m.	Andrews	\$10
LIVE Online, Zoom				
			AREA-6665-TCFFC	
			Hebron, HNLC, 102	AREA-6665-HNFB
Live-streamed from Falls City				



Accounting for Business Owners

This course is taught by a CPA and is intended for business owners, managers and others looking to gain a basic understanding of accounting used in small businesses or organizations. We will explore the various types of business entities, basic business registration and compliance requirements, general bookkeeping and accounting concepts, components of financial statements, budgeting, and basic income tax accounting.

(0.4 CEUs) **Keyword: Accounting**

Aug. 15	T	8:30 a.m.-12:30 p.m.	Johnson	\$79
Lincoln, CEC, 402				
			ACCT-7293-CEUA	
Oct. 17	T	8:30 a.m.-12:30 p.m.	Johnson	\$79
Lincoln, CEC, 402				
			ACCT-7293-CEFA	
Dec. 12	T	8:30 a.m.-12:30 p.m.	Johnson	\$79
Lincoln, CEC, 402				
			ACCT-7293-CEFB	



Zoom: Everyone's Doing It!

Learn why Zoom is being used by millions to hold one-on-one meetings or group conversations. Zoom provides a fun, easy way to connect with family, friends or colleagues with the click of a button. You can see and hear them. Learn how to set up a free account, join a meeting, host a meeting, share your screen, and record meetings. Learn the difference between free or paid plans. Ready, set, Zoom!

Keyword: Zoom

Nov. 14	T	6-9 p.m.	Meyer	\$49
LIVE Online, Zoom				
			AREA-0934-TCFPB	
			NE City, NCLC, 104	AREA-0934-PLFB

What It Takes to Pursue Grants

Is your nonprofit ready to pursue grant funding? Learn about types of grants, typical financial requirements to apply, and the time investment to submit grants. Includes an overview of Nebraska's unique grantmaking landscape.

Keyword: Grant

Sept. 14	Th	6-9 p.m.	Mealey	\$95
LIVE Online, Zoom				
			BSAD-7295-TCFPA	

Introduction to Grant Writing

Prerequisite: Take the "What It Takes to Pursue Grants" is highly recommended to sort through the requirements necessary for an organization to even be considered for grants.

Successful grant writing takes skill, practice and a little luck! Learn the fundamentals of grant writing, including terminology, funding sources, reviewing grant proposals, and the basics of preparing a grant proposal.

Keyword: Grant

Sept. 28	Th	6-9 p.m.	Mealey	\$49
LIVE Online, Zoom				
			BSAD-7292-TCFPA	

Creating a Nonprofit Budget (That Grant Funders Will Love)

When nonprofits pursue grants, one of the most important documents they'll have to include with applications is their budget. But funders are looking for specific things when they review budgets, and a poorly-crafted one can undermine chances for success. Discover how to structure your annual budget, what should and should not be in your budget and how to properly allocate expenses to ensure you get "credit" for all your good work with funders.

Keyword: Grant

Oct. 12	Th	6-8:30 p.m.	Mealey	\$95
LIVE Online, Zoom				
			AREA-0161-TCFPA	

How to "Prospect" for Grant Opportunities

We will examine where to find grant opportunities, review two common fundraising databases and demonstrate how to evaluate whether you're eligible for a grant and are likely to be competitive if you apply. **Keyword: Grant**

Oct. 26	Th	6-8:30 p.m.	Mealey	\$95
LIVE Online, Zoom				
			AREA-0162-TCFPA	

NEW! How to Cultivate Relationships with Grant Funders

Grant applications are more likely to be awarded if your organization has a positive relationship with the foundation. But how do you establish and build these relationships? This class will teach the skills for "cultivation"—building relationships with private funders, with an eye toward generating funding for your mission year after year. **Keyword: Relationships**

Nov. 9	Th	6-8 p.m.	Mealey	\$49
LIVE Online, Zoom				
			BSAD-7296-TCFPA	



FINANCIAL RESOURCES

Gap Assistance

This program provides need-based financial support for tuition and other eligible costs for approved, short-term non-credit training opportunities focused on employment and select credit courses.

Questions?

Contact **Heather Bloomquist**
402-323-3394
hbloomquist@southeast.edu

CE Scholarship

The Southeast Community College's Continuing Education scholarship are one-time awards to help students take the next step in pursuing their personal or professional goals. The CE Scholarship will award 75% of the tuition up to \$100.

Find more info
about **Gap Assistance**
and the
CE Scholarship program



We help job seekers find meaningful employment.

- Youth Employment Support Services
- Basic Career Services
- Individualized Career Services
- Training Services

We support employers.

- Tax Credits
- Labor Market Information
- Hiring Assistance
- Temporary Work and Internships
- Layoff Assistance
- Training and Apprenticeships

ajc.lincoln.ne.gov
402-441-1640
1330 N St., Lincoln

NEworks - ETPL Approved Programs

For more information, visit:
<https://neworks.nebraska.gov/vosnet/drills/program/ApprovedPrograms.aspx>

Job Enhancement Scholarship

(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?

Eligibility Requirements:

- Must live within a 20-mile radius of Nebraska City AND work in 68410
- Good standing at SCC
- Strength of personal need statement



Funds are being provided by the
Nebraska City Community
Foundation Fund



**Scan for more information
and to apply**

or contact **Cindy Meyer** at
402-323-3636 or cmeyer@southeast.edu

MEET THE TEAM



Computers & Technology
LORA IVES
402-437-2714
lives@southeast.edu



Talent Development
DANA MEYERS
402-323-3378
dmeyers@southeast.edu



Health Care
JENNIFER KEITGES
402-437-2706
jkeitges@southeast.edu



Trades & Industry
DAVID KAMRAN
402-323-5549
dkamran@southeast.edu



Customized Solutions
KELLY BANKS
402-437-2507
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Workforce Solutions
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Entrepreneurship Center
AMY JURGENS
402-437-3406
ajurgens@southeast.edu



Entrepreneurship Center
BROOKE LENHOFF
402-437-3404
blenhoff@southeast.edu



Leisure Learning
NANCY HOLMAN
402-437-2712
nholman@southeast.edu



Traffic Safety & Licensing
DIANE VESELY-ROBB
402-437-2710
dveselyrobb@southeast.edu



Computer Applications Instructor
BETHANY GOOSSEN
402-437-2296
bgoossen@southeast.edu

Learning Centers



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Wahoo Coordinator
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York Coordinator
DIANE HOUDEK
402-323-3634
dhoudek@southeast.edu

CUSTOMIZED SOLUTIONS

We are problem solvers. We listen and ask the right questions to make sure we understand your business and workforce needs. We believe in collaboration and designing solutions for long-term success.

Contact us today to schedule a consultation!
 continuinged@southeast.edu
 402-437-2507

3 out of the top five reasons people are looking to leave their organization involve a lack in learning and development.

1. Compensation and benefits
2. Flexibility to work when and where I want
3. **Challenging and impactful work**
4. **Opportunities for career growth within the company**
5. **Opportunities to learn and develop new skills**



2023 Workplace Learning Report: Building the agile future

WAYS TO REGISTER

ONLINE Using Web Advisor

- Go to <http://bit.ly/RegisterCE>
- Use the course **KEY WORD** or **COURSE #** to find the class
- Register and Pay (Print the confirmation screen for your records.)

IN PERSON

at the SCC Jack J. Huck Continuing Education Center, 301 S. 68th St. Place, Lincoln

- Monday-Thursday, 7:30 a.m.-7:30 p.m.
- Friday, 7:30 a.m.-5 p.m.
- Saturday, 7:30-11:30 a.m.

and at our other SCC campuses and Learning Center locations during business hours (see next for location and contact information).

COMPANY BILLING

Contact a team member listed on page 31.

Cancellation/Refund Policy

SCC reserves the right to cancel any credit/non-credit classes that do not have sufficient enrollment. A full refund will be processed and you are not required to submit a drop form.

The student is entitled to a 100% refund for any non-credit class if the class is dropped the day before class begins. If a student drops a class the day class begins or after, there will be no refund.

For Credit Classes cancellation/refund policy, visit southeast.edu/current-students/withdrawal-refunds-returns.php.

Failure to attend classes does not constitute a drop or withdrawal. "No Show" students will be billed and held responsible for full payment of the tuition and fees for the classes they are registered for because the "no show" student did not drop the class online using Web Advisor or with an "Official Drop/Add Form For Classes" within the designated refund period.

For information on ADA reasonable accommodations, visit southeast.edu/about/other-scc-departments/access-equity-diversity-title-ix/guidelines-and-procedures/reasonable-accommodations.php.

For information on FERPA and Social Security number, visit southeast.edu/footer/privacy-statement.php.

Accredited by the Higher Learning Commission.

SCC is an equal opportunity educator and employer. SCC es un patrono con igualdad de Oportunidades en el Empleo y la Educación. // southeast.edu/diversity

we are where you are

LOCATIONS

Lincoln, CEC.....SCC Jack J. Huck Continuing Education Center
 301 S. 68th St. Place, Lincoln, NE
 402-437-2700

Lincoln, LNK Lincoln Campus
 8800 O St., Lincoln, NE
 402-471-3333

Lincoln, TCA.....The Career Academy at SCC Lincoln Campus
 8800 O St., Lincoln, NE

Beatrice Campus
 4771 W. Scott Road, Beatrice, NE
 402-228-3468

Milford Campus
 600 State St., Milford, NE
 402-761-2131

Deshler, DESH Deshler High School
 1402 Third St., Deshler, NE

Falls City, FCLC.....Learning Center at Falls City
 3200 Bill Schock Blvd., Falls City, NE
 402-323-3396

Hebron, HNLC.....Learning Center at Hebron
 610 Jefferson Ave., Hebron, NE
 402-323-5591

Hebron, STAC.....Stastny Community Center
 1350 Dove Road, Hebron, NE

NE City, NCLC.....Learning Center at Nebraska City
 1406 Central Ave., Nebraska City, NE
 402-323-3636

Plattsmouth, PLLC.....Learning Center at Plattsmouth
 537 Main St., Plattsmouth, NE
 402-437-2298

Wahoo, WHLCLearning Center at Wahoo
 536 N. Broadway St., Wahoo, NE
 402-323-5581

York, YKLC Learning Center at York
 401 N. Lincoln Ave., York, NE
 402-323-3634

SCAN TO STAY UP-TO-DATE WITH TRAINING AND DEVELOPMENT





from the couch

Be part of real-time learning with our online and live online offerings.

Learn, grow, excel from wherever you are.

**Human Resource
Certificate of Professional
Development**

Pg. 24

The Employee Experience

Pg. 24

**Front-End Software
Developer Bootcamp**

Pg. 2

**Back-End Developer
Bootcamp**

Pg. 2

**Data Engineering
Bootcamp**

Pg. 2

**Food Protection Manager
Online Class**

Pg. 21