



Western Nebraska  
Community College

# Business & Community Education

## UPCOMING CLASSES & EVENTS

Visit [wncc.edu/bce](http://wncc.edu/bce) for more information or to sign up for our monthly newsletter.

*Most classes are held at the John N. Harms Center.*



### BE YOUR OWN HANDY MA'AM

NOV 2, 7, 9, 14 & 16 (M, W)  
6:00 – 8:30 P.M., \$45  
JOHN N. HARMS CENTER

Ladies, if you don't want to hire a handyman to repair that hole in the wall, squeaky hinge, or that light switch that just doesn't work anymore, why not do it yourself? Learn the importance of and how to change a furnace filter, swap light switches, repair a hole in the drywall, and find the best tools for the job. We demystify toilet leaks and discuss whether fixing a faucet or replacing it is right for you. You learn how to replace your own sprinkler heads and much more! Get to know your house and how to take care of it by joining your friends and signing up for this fun, new class. Prepare to get paint on your clothes and dirt on your hands.

#### Skype™

Nov 1, 9:00 a.m. – 12:00 p.m.  
or Nov 15, 6:00 – 9:00 p.m.  
\$15

#### CPR/First Aid

Nov 2 or Dec 7  
1:00 – 4:00 p.m., \$45

#### True Colors Personality Assessment

Nov 2  
8:30 a.m. – 12:00 p.m., \$20

#### Electrical Code Update (12 hours)

Nov 2, 9, 16 & 30  
6:00 – 10:00 p.m., \$80

#### Ko Heichi Fitness

##### Kickboxing & Bushidokan

Nov 2 – Nov 30 (M, W)  
Fitness Kickboxing (Ages 16+)  
5:40 – 6:30 p.m.  
Bushidokan (Ages 7+)  
6:30 – 7:30 p.m.  
Single: \$30; Family \$45 (4 max)

#### Passport Passengers

Nov 3: Canada, Nov 10: Germany,  
Nov 17: Culmination of Travels  
10:00 a.m. – 12:00 p.m.  
\$12 per session

#### ZUMBA®

Nov 7 – Dec 15 (M - TH)  
5:30 – 6:30 p.m., \$35

#### Beginning Crochet

Nov 8  
9:00 a.m. – 12:00 p.m. \$20

#### Smartphone Photography

Nov 8, 6:00 – 9:00 p.m., \$15

#### Songwriting

Nov 10 & 17 or Dec 1 & 3  
6:00 – 8:00 p.m., \$38

#### QuickBooks™ Basics

Nov 16 or Dec 14  
8:00 a.m. – 5:00 p.m., \$55

#### Bob Ross Painting

Nov 19 or Dec 17  
9:00 a.m. – 4:00 p.m., \$60

#### Is Franchising A Good Fit For Me?

Dec 1, 6:00 – 8:00 p.m.  
\$10 per person or \$15 for two

#### Construction

Contractors Tax  
Dec 7, 1:00 – 4:00 p.m., \$10

#### Sales & Use Tax

Dec 7, 8:30 – 11:30 a.m., \$10

#### E-Marketing

Dec 8  
9:00 a.m. – 4:00 p.m., \$40

#### Electrical Code Update (16 hours)

Dec 16 & 17  
Dec 16: 5:00 – 9:00 p.m.  
Dec 17: 8:00 a.m. – 8:00 p.m.  
\$90

#### Intro to Robotics

Jan 17 – May 2 (T)  
6:00 – 9:00 p.m., \$337.50

#### Intro to Windows 10

Jan 30, Feb 1, 6, 8, & 13 (M, W)  
6:00 – 9:00 p.m.  
\$112.50, plus book  
(Gold Card: \$17.50, plus book)

#### Beginning Excel

Feb 27, Mar 1, 6, 8 & 13 (M, W)  
6:00 – 9:00 p.m.  
\$112.50, plus book  
(Gold Card: \$17.50, plus book)

#### Intermediate Excel

Mar 27, 29, Apr 3, 5 & 10 (M, W)  
6:00 – 9:00 p.m.  
\$112.50, plus book  
(Gold Card: \$17.50, plus book)

### EXPLORING WEBSITE & BLOGGING OPPORTUNITIES FOR SMALL BUSINESS OWNERS

NOV 9, 6:00 – 9:00 P.M.  
\$15, JOHN N. HARMS CENTER

What is a Blog? It is an online journal where you can express yourself to the world. Join us to learn who blogs and why people blog! Blogs can be personal, informal, or just for fun! In this course we review different platforms available and different tools for you to create your own blog and maintain it. We also review how to start a blog, how to pick a domain name, design concepts/themes, characteristics of a blog, connecting with your audience, and online safety and security. Free platforms are the focus of this workshop but other options are also reviewed. Believe it or not, everyone has an interest or skill level! Bring your ideas and we'll help you start your blog and share it with the world!



### BEGINNING EXCEL

NOV 9 – 23 (M,W)  
6:00 – 9:00 P.M.  
\$112.50, PLUS BOOK  
(GOLD CARD: \$17.50, PLUS BOOK)  
JOHN N. HARMS CENTER

This course is an entry-level spreadsheet course. Students learn to use simple formulas, format a spreadsheet, create a chart, and link worksheets together. Application projects vary to meet the needs of the class.

For more information or to register,  
call **308.635.6700** or visit [wncc.edu/bce](http://wncc.edu/bce)!