Nebraska Adult Education

COMMUNICATION SKILLS
Non-Verbal Verbal Written

TIME MANAGEMENT
Effective Use of Time Scheduling

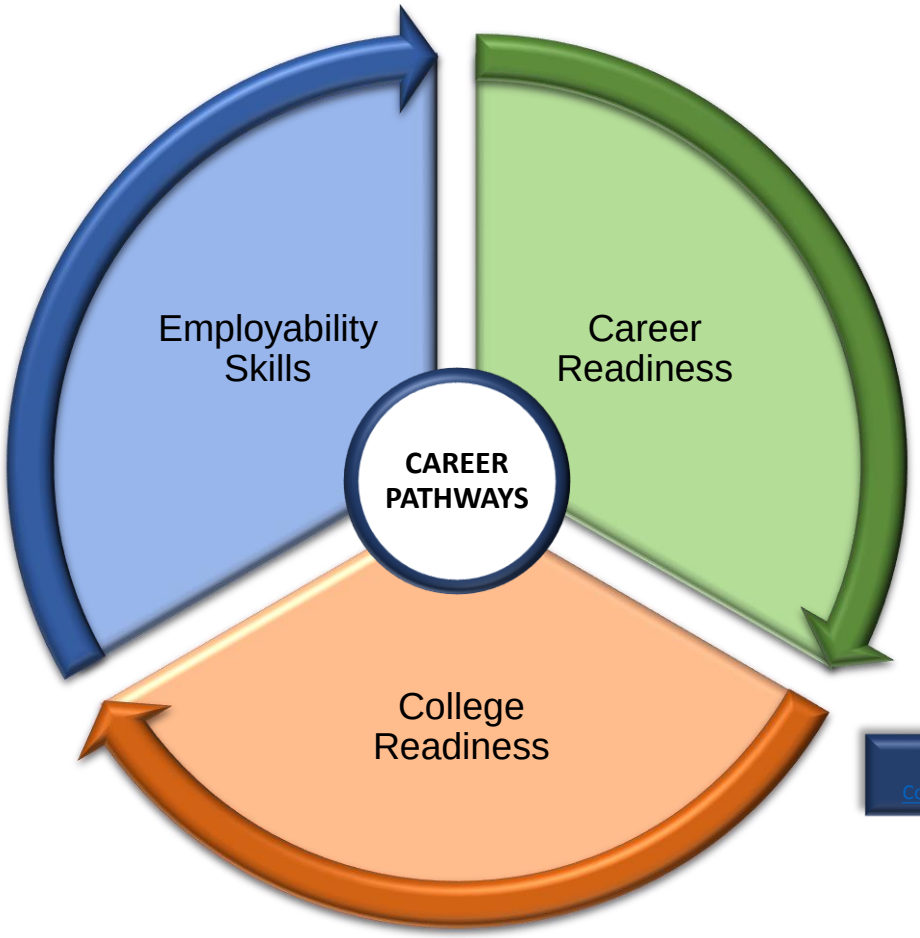
COMPUTER SKILLS
Basic Skills Keyboarding

PROBLEM SOLVING SKILLS
Workplace Relationships Personal Conflict

JOB APPLICATIONS
Personal Info Profile Job Applications
Sample Application

PERSONAL APPEARANCE
Dress for Success

FINANCIAL RESPONSIBILITY
Basic Money Management



CAREER INTERESTS
Career Interest Inventory
Occupation Information Labor Market Info

CAREER CLUSTERS
Nebraska Career Tours H3 Jobs
Nebraska Career Connections

JOB SEARCH SKILLS
Seeking Employment NEworks

RESUME & APPLICATIONS
Language & Word Choice
Resume Preparation Interview Preparation

AMERICAN JOB CENTER
Locating a Center Nebraska Job Search
Additional Training Opportunities

INTENSIVE TRAINING
Career Readiness

GED® HONORS
College Ready College Ready with Credit

COLLEGE SEARCH
Nebraska Colleges National College Search

COLLEGE ADMISSIONS
Admissions Guidance
Sample College Application

FINANCIAL AID
Education Quest Intro to FAFSA

COLLEGE ENTRANCE TESTING
Accuplacer ACT SAT