

GALE COURSES

Online learning anytime, anywhere...just a click away!

Gale Courses offers a wide range of highly interactive courses that you can take entirely online. As a library card holder in good standing, you are entitled to take courses at no cost. Courses run for six weeks and new sessions begin every month.

To enroll in a course, go to <http://education.gale.com/L-XXXXXXXX> and follow the steps below.

The screenshot shows the Gale Courses website interface. At the top, there are navigation buttons for 'Home' and 'View Catalog', and a search bar labeled 'Search for Courses:'. A red box highlights the search bar with the text '1. Browse the catalog or search for a course'. Below the search bar, there is a 'Browse Catalog' dropdown menu with options for 'Featured', 'Popular', and 'New'. A red arrow points from the search bar to the 'Browse Catalog' dropdown. To the right of the dropdown, there are three vertical columns labeled 'NEW', 'POPULAR', and 'FEATURED'. A featured course card is visible, titled 'Twelve Steps to a Successful Job Search'. Below the featured course card, there is a 'View More Courses' button. To the right of the featured course card, there is a photograph of a woman. Below the featured course card, there is a 'Select a Start Date:' section with a list of dates: 'Mar 19, 2014', 'Apr 16, 2014', 'May 21, 2014', and 'Jun 18, 2014'. A red box highlights this section with the text '3. Choose a start date, and click "Continue Enrollment"'. Below the 'Select a Start Date:' section, there is a 'Continue Enrollment >' button. To the left of the 'Continue Enrollment >' button, there is a course card for 'Introduction to Microsoft Excel 2013' with an 'Enroll Now' button. A red box highlights the 'Enroll Now' button with the text '2. Click "Enroll Now"'. Below the 'Enroll Now' button, there is a 'Submit' section with a 'Card Number:' label and a text input field containing 'Enter Library Card Number Here'. A red box highlights this section with the text '5. On the Submit page, enter your library barcode with no spaces or dashes. Remember to access your course as soon as possible after the course start date.' Below the 'Submit' section, there is a 'Use Library Card' button.

4. If you have never taken a course:

Enter your email address in the New Student area, and click "Create Account." Complete the Account and Student Information page and then click "Continue."

Returning Students:

Enter your account email and password and then click "Sign In."

5. On the Submit page, enter your library barcode with no spaces or dashes. Remember to access your course as soon as possible after the course start date.

The screenshot shows the 'Submit' page. At the top, there is a 'Submit' heading. Below the heading, there is a 'Card Number:' label and a text input field containing 'Enter Library Card Number Here'. Below the input field, there is a 'Use Library Card' button.