



Free On-line Courses with Instructors

The Hawaii Public Library offers access to free, on-line GALE Courses in several categories. The categories are quite varied: from accounting to healthcare to writing and publishing. The classes have on-line instructors, fixed start and end dates, and final exams. This website and courses are only available to library card holders via the Hawaii Public Library. Here are the steps to get to the website.

1. Obtain a free library card, e.g., from the front desk of the Hilo Public Library (HPL).
2. Log-on to the Hawaii Library website (<http://www.librarieshawaii.org/>)
3. There is not an easy link to the **Gale Courses** from the library main page, here are two ways to get to the Gale page.
 - (1) Once logged-in, go to your browser's URL entry bar at the top of your screen. Type: <https://education.gale.com/1-hawaii>. This webpage describes the courses by topic.
 - (2) A second method to find the Gale Courses starts from the home-page for the Hawaii State Public Library System. From that webpage, scroll down about one screen and click on the link **Search Databases**. After a new window opens, scroll down the list of all databases to a link: **Gale Courses**.
4. Once you are viewing the Gale courses home webpage, click on the course in which you are interested (e.g., *Math*). When the course's webpage appears, read the *Detail* and *Syllabus* sections. Then click **Enroll Now**.
5. *Note the course rules at the bottom of the homepage: You must "attend" a class twice in the first 13 days to remain enrolled.*