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## 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. Scroll down about 1/3 of the way to the end of the opening page to a section called: **Do more (than just read)**.  
(Hint: On the webpage, press the control key (Ctrl) and the 'f' key at the same time. When the search (find) box opens at the bottom of the page, type: *Do more* The page should then jump to the section you want.)
4. Below this section, the center column is titled: *Learn something new*. Click on *Gale Courses*, and then chose the category of courses you wish to attend (e.g., *College Readiness*).
5. Click on the course you are interested (e.g., *Math*). When the course's webpage appears, read the *Detail* and *Syllabus* sections. Then click **Enroll Now**.
6. *Note the course rules at the bottom of the homepage: You must "attend" a class twice in the first 13 days to remain enrolled.*