# **COURSES**

# **Popular Courses**

Introduction to Microsoft Excel 2016 Accounting Fundamentals Speed Spanish Grammar Refresher Achieving Success with Difficult People A to Z Grant Writing **Project Management Fundamentals** Discover Sign Language Stocks, Bonds, & Investing: Oh, My! Fundamentals of Supervision & Management **Effective Business Writing** Keys to Effective Communication Creating WordPress Websites Leadership Using Social Media in Business Violence Prevention & Awareness **Blogging & Podcasting for Beginners** Beginning Writer's Workshop Where Does All My Money Go? Prepare for the GED Math Test Nutrition, Chronic Disease, & Health Promotion Start Your Own Business Online Lose Weight and Keep it Off

...plus hundreds more!

"It's the greatest thing that this is through the library! I mean, who knew? I thought you guys were all about books and tapes. It's an educational resource that's one of the best I've ever seen. Thank you!"

-CRCPL Patron Daniel P.



## 24/7 Access

Complete lessons on your own schedule

## Ongoing Communication

Discussion boards allow you to engage with the instructor and peers

## Certificate of Completion

Get a certificate for each class completed



Chillicothe & Ross County Public Library *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 www.crcpl.org and click on Gale Courses, or go directly to http://education.gale.com/l-chil3202/ and follow the steps below.



#### 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."

Chillicothe & Ross County Public Library





