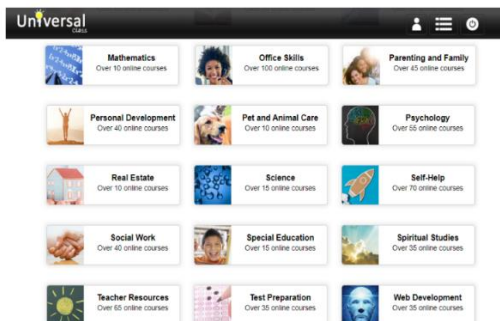# libraries. **fingal**.ie

UNIVERSAL CLASS:
ONLINE COURSES IN MINUTES!

- 600+ online courses available.
- Totally free.
- Available 24-hrs a day, 365 days a year.
- Wide range of subjects, from Excel to flower-arranging.
- Learn at your own pace.
- Easy to use.

What Do I Need?

- Register at the Universal Class website.
- A valid Fingal Library Card and PIN.

How Do I Get Started?

- Visit the Universal Class website at http://LGMA.universalclass.com/register.htm
- Click on **Register Now**.
- Enter you Fingal Library card number.
- Select **Fingal Libraries** from the dropdown menu.
- Enter your name and email address.
- Create a password.
- Click on the **Terms of Service** box, then click **Continue**.

Choose a Course

- To find your class, you can look through **Course Recommendations.**
- Alternatively, simply browse the various categories.
- Or click on **Browse Course** at the top of the screen. Type in a keyword to find your desired course.

Start Learning

- Click on the course title to see a fuller description.
- If it looks like the kind of course you want, simply click **Join this Class**.
- You're ready to go.

Overview

- You can register for up to 5 courses at once.
- Courses are broken down into modules. You advance through the course one module at a time.
- At the end of most modules, you complete a short exam.
- You can return to the next module at any time and resume where you left off.
- Learn in your own time and at your own pace; there are no time limits on course completion.
- The courses can be completed at home on your own device or on Library computers.
- Each course has video-based learning with written transcripts.
- You will also have access to a real online tutor, who will assess your work and be available to answer your questions, making sure you have the support you need.
- You will receive a certificate of completion. <u>Please note</u>: this isn't a recognised qualification. Universal Class is for personal enrichment and enjoyment.

14 hours 1.4 CEUs	9 hours 0.9 CEUs	10 hours 1.0 CEUs	9 hours 0.9 CEUs
Feng Shui 101	Film Appreciation	Floral Arrangement 101	Genealogy 101

10 hours **1.0 CEUs**	**3 hours** **0.3 CEUs**	**9 hours** **0.9 CEUs**	**14 hours** **1.4 CEUs**
Understanding Addictions	Understanding Allergies 101	Weight Loss Management	Weight Training 101
6 hours **0.6 CEUs**	**10 hours** **1.0 CEUs**	**7 hours** **0.7 CEUs**	**3 hours** **0.3 CEUs**
Pie Baking 101	Sewing 101	Soap Making 101	Spanish Cooking 101

Anyone can join the library by registering online using the QR code or at https://www.fingal.ie/council/service/join-library Once registered, you can use e-services immediately, including Universal Class. Within 30 days you'll need to visit a branch library with ID (photo and address) to get your library card. The card allows you to borrow books, audiobooks, games, DVDs, and so much more!

libraries.
fingal.ie

**Email:
Library.eservices@fingal.ie**