

## Prepaid LYRASIS Online Courses Now Available

The State Library has purchased a block of course units for eligible State Library of Indiana professionals. This offer will last until the units are exhausted and perhaps longer depending on upon the popularity of the courses.

1. First, fill out the LYRIASIS course application form to gain access to the required authorization code. The code will be provided once the State Library verifies that the individual making the request has no more than four uncompleted courses and less than 10 completed courses in the past twelve months.

<http://www.webjunction.org/partners/indiana/in-itiatives/lyrasiscourseapp.html>

\*Please note that LYRASIS courses are subject to change or cancellation.

2. Once the form the form has been completed and you have received your authorization code, go to <http://www.lyrasis.org>

2. Click the "[Classes and Events](#)" tab. Available courses are listed in the Searchable Classes and Events Schedule. All courses under the "Distance Education" delivery method are taught online and require no travel. Please read the [technical requirements](#) for Distance Education courses.

3. Once you've selected a course and are ready to register, review the session, date, and location and click on the "Register" button. This will bring you to a page that has three registration options.

- LYRASIS member
- LYRASIS Non-Member

Please select **LYRASIS Non-Member** and fill out the required information. Please make sure that you enter **your authorization code** in the field labeled "Promo Code" and click on "Apply Promo Code". You will see the discount reflected in the total. You may then proceed to checkout.

The class registration deadline is two weeks prior to each session. Registrations received after the deadline will be accepted as space permits and must be confirmed by calling the LYRASIS office at 800.999.8558. Since each course has been pre-purchased, please register only for courses you expect to attend and set aside enough time to complete each course in its entirety. You will receive a certificate of completion from LYRASIS once the course has been completed.

Please email any questions, comments or feedback about these LYRASIS courses to [donna.harnish@lyrasis.org](mailto:donna.harnish@lyrasis.org) or [jonathan.robinson@lyrasis.org](mailto:jonathan.robinson@lyrasis.org) .

Thank You!