

Approved Guidelines for Asynchronous Training Courses

An asynchronous training course is an in-depth study in the field of library and information science or any job-related field of study provided by an institution of higher education, a related association or credible organization, or the Kentucky Department for Libraries and Archives. Its purpose is to provide an opportunity for study of library topics or job-related topics, even if the providers are unable to grant college credit for the work.

A public library staff member seeking initial certification shall provide proof of successful completion of the asynchronous training course to the staff of the Kentucky Department for Libraries and Archives.

Each asynchronous course shall be at least ten (10) hours in length. The average asynchronous course lasts twenty (20) hours.

Possible Sources of Asynchronous Training Courses:

This is not an all-inclusive list of all possible sources of asynchronous trainings. Sources **OTHER THAN THOSE LISTED BELOW** will require prior approval from the Department for Libraries and Archives. Use the [Asynchronous Course Provider Approval Form](#) to request approval for sources.

American Library Association (ALA) – courses from ALA and its divisions (ALSC, PLA, etc.) are pre-approved:

- [ALA eLearning](#)
- [ALA Divisions](#)

[Alison Online Learning](#): These are free courses. Sort by “course duration” on the left-hand side panel to make it easier to find courses more than ten hours in length.

[American Association for State and Local History](#)

[Amigos](#)

[Carnegie Mellon University Courses](#)

[Coursera](#) (Free courses can be found here: [Coursera Free](#), but it’s up to each staff to make sure the course chosen is more than ten hours or more in length and applies to their job).

[ed2go](#) – ed2go is approved regardless of the institution (KCTCS, ECU, etc.) offering the courses.

[edX](#) (Technology Courses)

[Elevify](#) – The free and paid courses are the same with small differences (check the FAQ for more information). The free version of each course only allows one hour of study a day for 90 days total, but that is enough time to complete each course.

[Hillsdale Online Learning](#): Great Books 101 and Great Books 102 are currently the only courses that qualify.

[Infopeople](#)

[Khan Academy \(Economics, Language, Life Skills Courses\)](#)

[LibParlor Research](#)

[Library Journal](#)

[Library Juice Academy](#)

[LinkedIn Learning](#)

[MindEdge](#)

[MRA](#) (Management and Human Resources)

[OpenLearn](#) (The Open University)

[Oxford Home Study \(OHSC\)](#): These are free, but they also have paid options if interested.

[San Jose iSchool Open Classes](#)

[Society for Human Resource Management \(Click on Learning at the Top\)](#)

[TechSoup](#)

[Treehouse](#) (Tech, Programming, and Web Development)

[Udemy](#) : Not free, but very low cost. After choosing a subject, sort by “duration” using the left side panel to find courses that are ten hours in length or longer.

[University of Wisconsin-Madison](#)