

GO1 self-enrolment instructions

YOUR STUDENT eLEARNING PORTAL

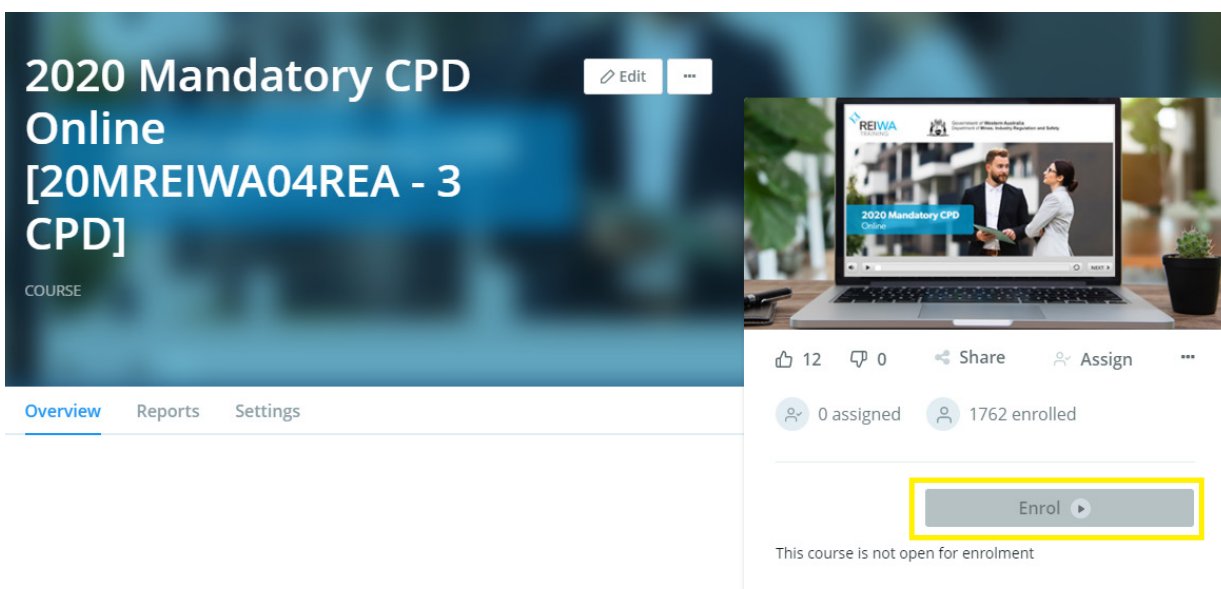
Steps to self-enrol

To get started you will need to enrol yourself into the course

1. Go to the eLearning portal: reiwatraining.mygo1.com
2. Login with your username and password.
 - ★ If you are a new user, you will first need to create an account (details in your confirmation email).
3. After you login, you will arrive at your dashboard.
4. In the search bar, type the name of the course exactly as it appears in your confirmation email.



5. Once you locate your course, select the **Enrol** button



6. If you have enrolled in multiple courses, please repeat steps four and five until you have enrolled in all the courses you registered for.

★ If you require assistance, please contact the **GO1 support team** on **1300 552 914** or **(07) 3188 7528**. The REIWA Training office will be closed from Friday 25 December 2020 until Monday 4 January 2021.



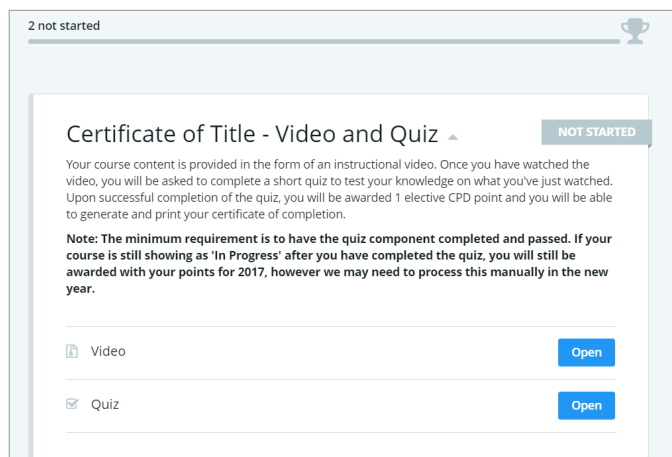
Scroll down for more information on how to access your course

My Learning

Accessing your course

Once you login, your online course will appear at the bottom of your dashboard.

- Click on the course to access the course material.
- To view each section of the course, click the blue Open button.
- Once you have accessed a section of the course, it will change from 'not started' to 'in progress'.
- Once all elements in a section have been finished, the status will change to 'completed'.

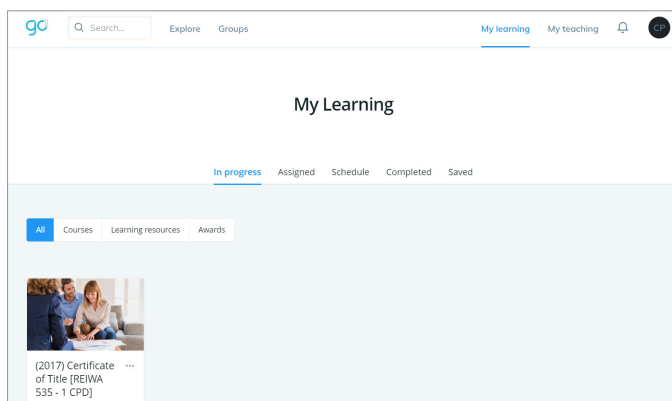


★ You can also access your course from the My Learning tab!

Your personal learning dashboard

From the My Learning page, you can view all courses and resources that you have started, completed or that have been assigned to you.

- There are 4 tabs available: In progress, Assigned, Scheduled and Completed.
- Your courses that are yet to be completed will be in the In Progress tab.
- Your completed courses will be in the Completed tab.
- Select the course card to access the specific learning item.



Accessing your certificate

A certificate of completion is available once you have completed CPD learning.

1. Select the My Learning tab and navigate to the Completed page to access your completion certificate.
2. Click the three dot menu on the card, to find the certificate option.
3. Now you can View Certificate and download it for reference.
4. If your course is still sitting in the In Progress tab, you may need to go back and confirm you have completed all components.

