

Overview of Smart Approach GSAT course.

The course takes a total of 2-3 hours to complete. It is conveniently broken down into 4 `modules` which enables students to perform the work either in one session or up to 4 separate sessions. To complete the GSAT course in a trouble free way students should follow carefully the user guidelines that follow:

To find GSAT:

Go to the website: <http://www.sacourse.com/gsat/>
OR follow the link from www.smartapproach.com

Web browser Requirements:

You need to use Microsoft Internet Explorer 7 or Firefox 3.0 (or later) to be able to run this course.

To log on:

You will need the username and password given to you by Smart Approach. This is normally delivered by e-mail after your details and payment have been submitted.

To start the course:

Once logged on, you will see your current course enrolments, the GSAT course will be shown with a button marked 'Launch Course', click on this button.

Navigating through the course:

A tree structure on the left hand side of the page shows the various sections of the course. Clicking on any section shown in the tree on the will take you to that part of the course.

Course progress:

As you progress through the course the icons next to each section will change, a green tick indicates you have seen that section, or in the case of a quiz that you have passed. Your progress is automatically saved so that you may come back and continue the course at any time without having to start from the beginning.

Completing the Course:

To complete the course you will need to view all sections and pass all quizzes to a standard of 75% or better.

Getting a Certificate :

Once you have completed the course you will be able to download an Adobe Acrobat PDF file containing your certificate. You will be able to log on again at any time in the future and retrieve your certificate if you need to re-print it.

Exiting the Course:

You can exit the course at any time. Your progress will be saved so that you may come back and continue the course at any time without having to start from the beginning.

To exit, click the 'Exit Course' button in the top right hand side of the screen, and then click the 'Logout' button in the top right hand side of the screen.

NOTE: If you do not click 'Logout' you will be prevented from logging in again for 30 minutes.

Repeating a Quiz:

If you fail to pass a quiz you must remove the web browser's history of your previous attempt before retaking it. Exit the course and logout, close the browser, restart the web browser, logon at <http://www.sacourse.com/gsat/> and return to the quiz.

Prevented Logon:

If you entered the correct log on details and the course did not start, it may be due to you exiting the system within the last 30 minutes without logging off correctly. Wait 30 minutes and try logging in again.