



#### **Overview**

MyNetball Learning is Netball's learning management system. It records learning that has been undertaken by netball participants as well as offering online courses and assessments. MyNetball Learning is part of MyNetball and requires participants to have a MyNetball login.

This guide steps through activities that you will need to undertake when interacting with MyNetball Learning. It covers common questions such as:

How do I enrol in a course?

Start at page 2

I have to take a break from my course, how do I pick up from where I left off?

Start at page 12

MyNetball isn't showing my course enrolments. What should I do?

Start at page 14

How do I download a certificate for a course I have completed?

Start at page 15

How do I obtain the Foundation Manual?

Start at page 17

Good luck with your learning and if you have any difficulties please contact your relevant Member Organisation or email <a href="mailto:learning@netball.com.au">learning@netball.com.au</a>.





### **Course Enrolment**

You can enrol in and access netball related courses through MyNetball (http://my.netball.com.au). The following steps will guide you through the process.



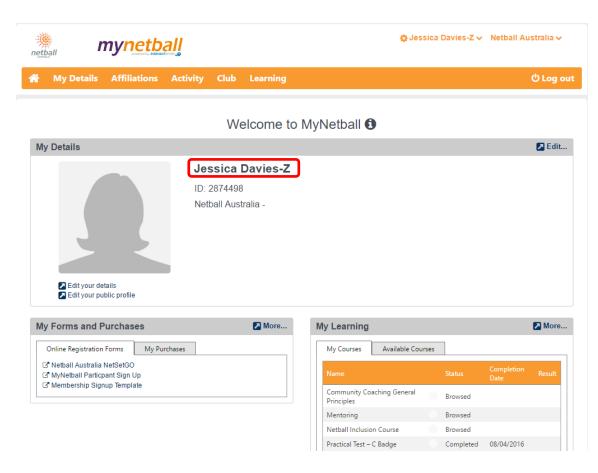
 Existing participants can login by entering a username and password in the login panel. Make sure to check 'Participant' before pressing the Login button.

**Note:** If you are unsure of your username and password, or are new to netball, follow the appropriate link.



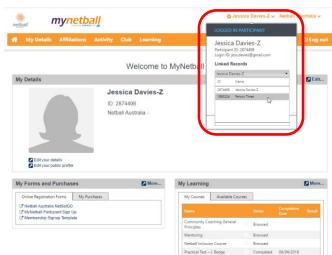


#### **Course Enrolment**



2. Once logged in, verify that you are viewing your record and not that of another family member

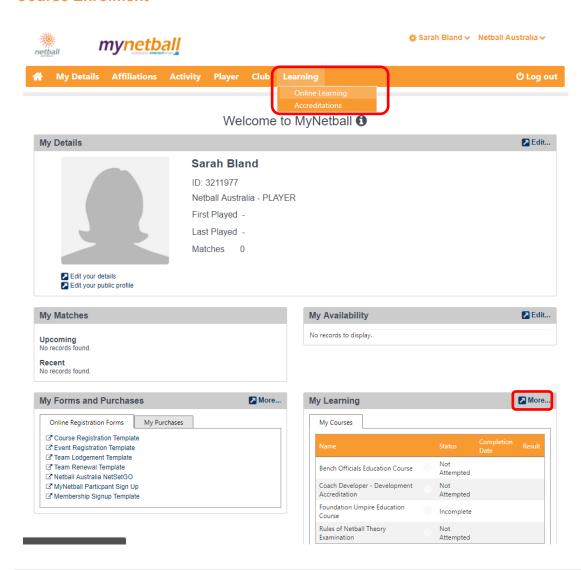
**Note:** If other members of your family have the same email address recorded against their account, all the accounts can be linked and accessed via a single login. Use the Participant Selector and the Linked Records drop down list to switch to the appropriate person if required.







#### **Course Enrolment**



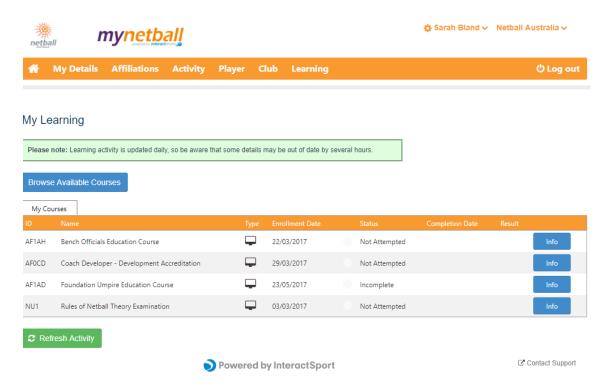
Access the My Learning page by using the Learning > Online Learning menu options

Alternatively you can use the **More...** link on the header of the My Learning widget.





#### **Course Enrolment**

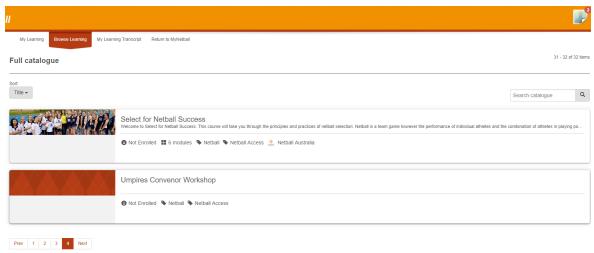


The My Learning Page shows courses that you have enrolled in under the 'My Courses' tab and courses that you can enrol by clicking the blue 'Browse Available Courses' button and transitioning to MyNetball Learning.





### **Course Enrolment**



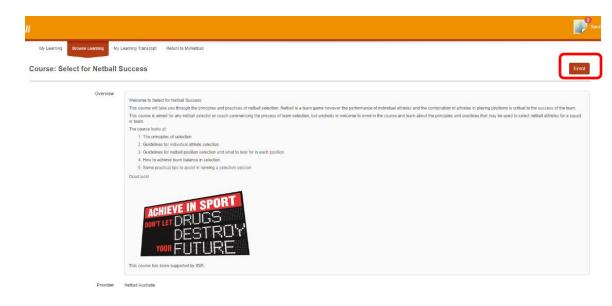
4. View the Available Courses and click the course that you would like to undertake.

**Note:** You may need to scroll down the page/view multiple pages to find the course you are looking for.





### **Course Enrolment**



 Check that this is the course that you would like to enrol in by reviewing the course instructions.
If this is the correct course, click Enrol.

The steps required for enrolment vary depending on whether the course requires payment of a fee or selection of a session. These options are described in the following alternative steps.

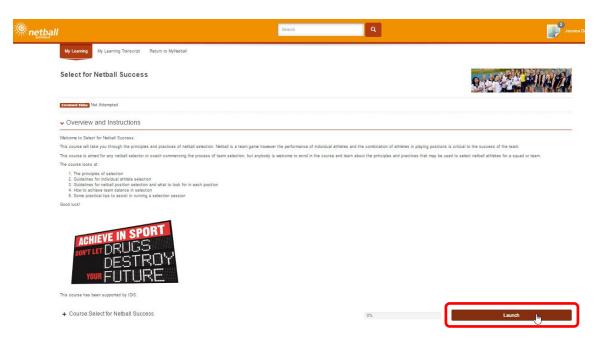
**Note:** If you do not see a screen similar to the one on the left and instead see the main MyNetball page (as shown below), just press the back button on your browser and try clicking the 'Enrol' button again.







### **Course Enrolment**



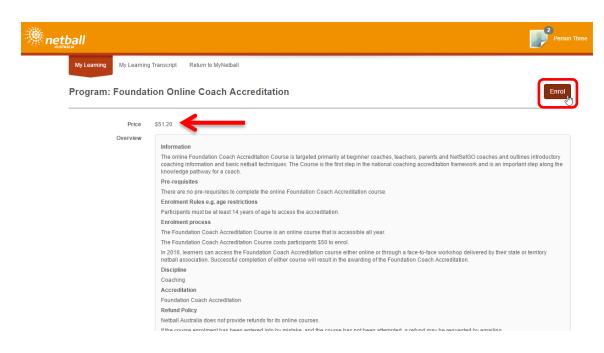
6a. If the course does not require payment you will be enrolled and can immediately start learning by clicking Launch.

**Note:** You may need to scroll down the page to find the Launch button.





#### **Course Enrolment**



6b. If the course requires payment the price will be shown as part of the course information.

Click  $\boldsymbol{Enrol}$  to work through the payment process.

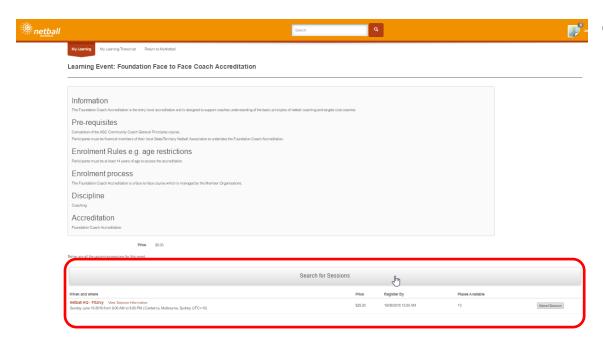
After your payment has been accepted you can start learning by clicking **Launch**.

**Note:** Course enrolment fees can be paid by Visa or MasterCard.





### **Course Enrolment**



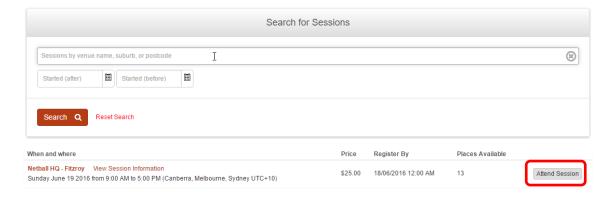
6c. If the course is a face to face course, you will need to identify which session (a specific date, time and location) you would like to attend. This is shown below the course information.

You may need to use the **Search for Sessions** function to find sessions at a location or date that suit you.





### **Course Enrolment**



6c. Once you have found a session that you would like to attend, click the **Attend Session** button to enrol.

If payment is required you will be guided through the payment process to complete your enrolment. If no payment is required, your enrolment is complete.

Once your enrolment is complete, you can attend the session at the specified venue, date and time.

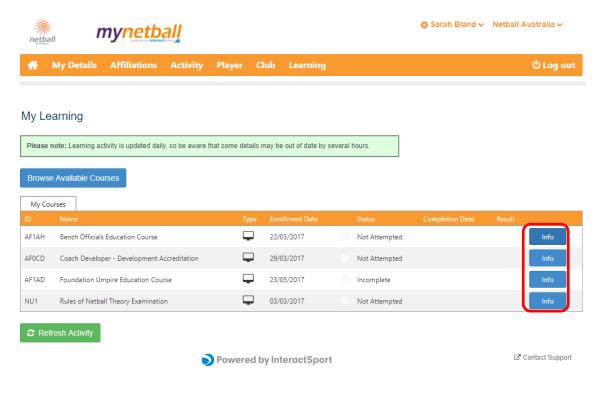
**Note:** Course enrolment fees can be paid by Visa or MasterCard.





#### **Course Launch**

After enrolling in a course, you can generally start learning immediately. If however you start a course and need to come back to it at a later date, log into MyNetball, load the My Learning page and view the 'My Courses' tab as explained in the course enrolment section (page 2).



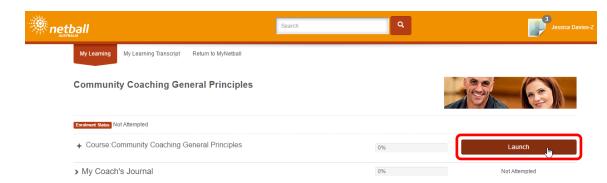
 If you need to come back to a course at a later date, log in to MyNetball, load the My Learning Page and view the 'My Courses' tab.

Click **Info** for the course you would like to resume to move to MyNetball Learning.





### **Course Launch**



2. Find the **Launch** button to resume your learning (each course screen will look slightly different).

**Note:** If you do not see a screen similar to the one on the left and instead see the main MyNetball page (as shown below), just press the back button on your browser and try clicking the **Info** button again.

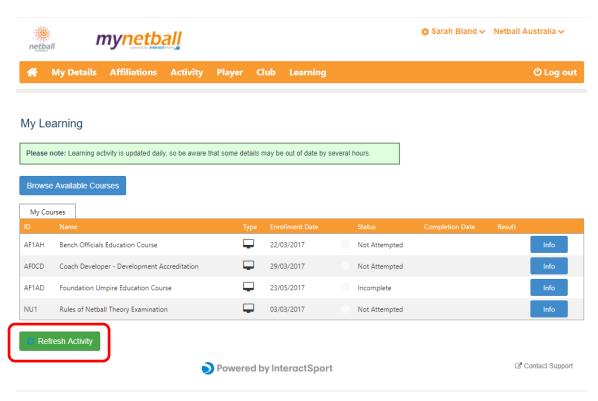






### **MyNetball and MyNetball Learning Synchronisation**

Course enrolments and completions from MyNetball Learning will be updated in MyNetball overnight, and will show in the 'My Courses' tab of the My Learning page.



1. Courses that you have enrolled in will be shown in the 'My Courses' tab along with the enrolment date, status of enrolment, and completion date if applicable.

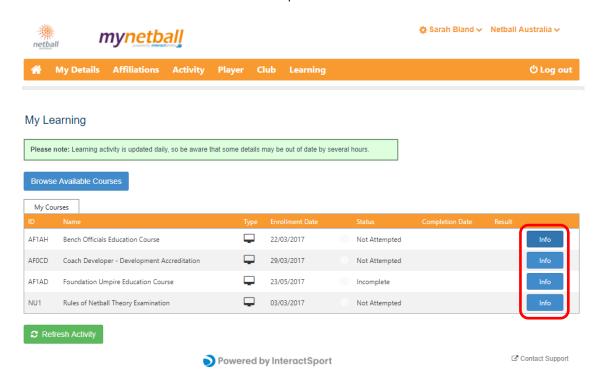
If after 24 hours of completing a course, it is not visible in this panel, press the **Refresh Activity** button.





### **Course Certificates**

Some courses issue a certificate on successful completion.

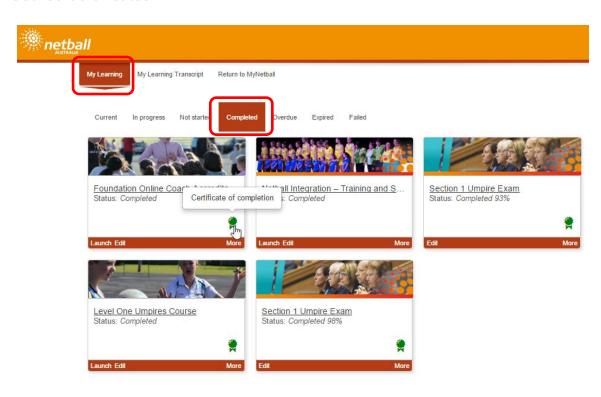


 Some courses issue a certificate on successful completion. You can view (and download) certificates at any time by logging into MyNetball and transitioning over to MyNetball Learning by clicking Info on a course that you have completed.





### **Course Certificates**



Once in MyNetball Learning click the My Learning tab at the top of the screen and Completed to view courses that you have completed.

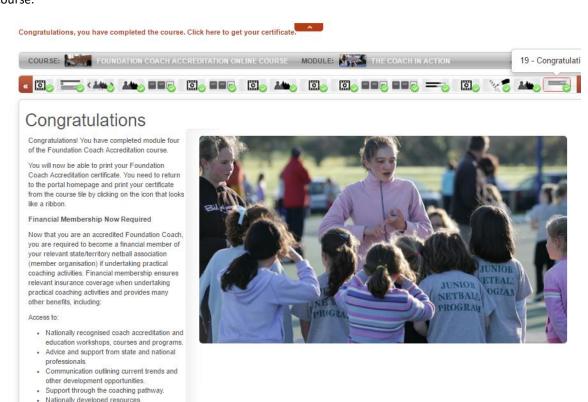
Those with a certificate will show a green rosette icon. Click on this icon to download your certificate as a PDF document.





### **Foundation Coaching Manual**

The Netball Australia Foundation Coaching Manual is targeted primarily at beginner coaches, teachers, parents and NetSetGO coaches and outlines introductory coaching information and basic netball techniques. It is only available for sale to participants who have completed the Netball Australia online Foundation Coach Accreditation course.



 Once you have completed the course (ensuring all modules have a green tick) you will finish on the Congratulations page (pictured left).

· National insurance scheme.

# netball



### **Foundation Coaching Manual**

The good news is you can also now purchase the Netball Australia Foundation Coaching Manual through the Netball Australia shop.

Enter in the limited sales code and validate the code by clicking on the "Validate Code" button. Select the link below to go to the online store, copy the code and paste it into the appropriate section.

Limited Sales Code:

http://mynetballshop.com.au//netball-australiafoundation-coaching-manual.html

**PREVIOUS** 

The last 3 paragraphs on the Congratulations page, explains how to purchase the Foundation Coach Manual.