



Contemporary Issues - Instructions for the online course

The link to take you straight to the registration page on the ASA website appears below. Either control click on the link or paste it into your browser.

http://www.theiosonline.com/Courses.aspx?itemid=27504&itemtitle=Contemporary%20Issues&sitesectionid=43&sitesectiontitle=Qualifications&destination=Courses.aspx%3fsitesectionid%3d43%26sitesectiontitle%3dQualifications%26region%3d%26cType%3d2%26page%3d2&cType=2&itemType=cpd_seminar

1. Click the **book now** tab

The screenshot shows the Ios website interface. At the top, there is a 'FIND TRAINING' search bar with filters for 'All Roles' and 'All Sports', and a 'Postcode' field. Below this are navigation tabs: 'MY IOS', 'ALL TRAINING', and 'ALL RESOURCES'. A red navigation bar contains links for 'TEACHING AQUATICS', 'COACHING SWIMMING', 'AQUATIC DISCIPLINES', 'POOL PLANT OPERATORS', and 'IOS MEMBERSHIPS'. The main content area is titled 'SEARCH FOR A COURSE' and displays details for the 'Contemporary Issues' course. The course title is 'Contemporary Issues'. The Ios logo is shown. The 'Sport' is 'Teaching Swimming, Coaching Swimming, Diving, Water Polo, Synchro Swimming'. The 'Start Date' is '1.01.2016', the 'Closing date for applications' is '31.12.2016', 'Tutors' are 'Online Learning', 'Available Places' are '4062', and the 'Price' is '£0.00'. A 'LOCATION' map shows the venue at 'Online Learning LE113QF'. A yellow arrow points to the 'BOOK NOW' button at the bottom right of the course details.

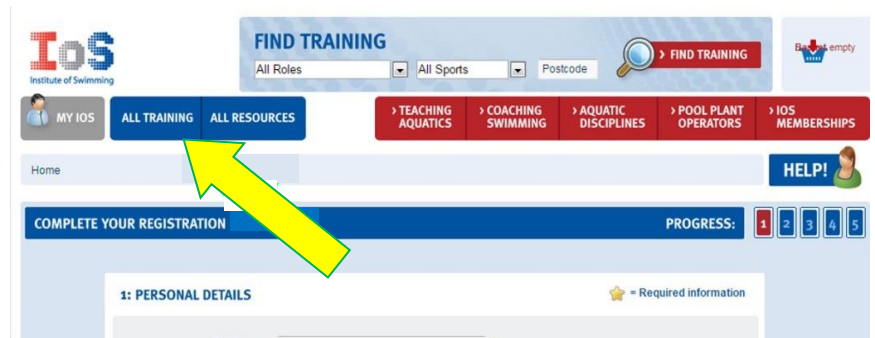
2. Then **register as an individual**

The screenshot shows the Ios website interface for account creation. At the top, there is a 'FIND TRAINING' search bar with filters for 'All Roles' and 'All Sports', and a 'Postcode' field. Below this are navigation tabs: 'MY IOS', 'ALL TRAINING', and 'ALL RESOURCES'. A red navigation bar contains links for 'TEACHING AQUATICS', 'COACHING SWIMMING', 'AQUATIC DISCIPLINES', 'POOL PLANT OPERATORS', and 'IOS MEMBERSHIPS'. The main content area is titled 'CREATE AN ACCOUNT' and has two options: 'FOR AN INDIVIDUAL' and 'FOR AN ORGANISATION'. The 'FOR AN INDIVIDUAL' option has a red button labeled 'REGISTER AS AN INDIVIDUAL'. A yellow arrow points to this button. To the right, there is a 'HELP!' button and a link to 'Should I register as an individual or an organisation?'. Below the 'LOG IN' section, there are links for 'FORGOTTEN YOUR PASSWORD?' and 'SEND ME A REMINDER'.

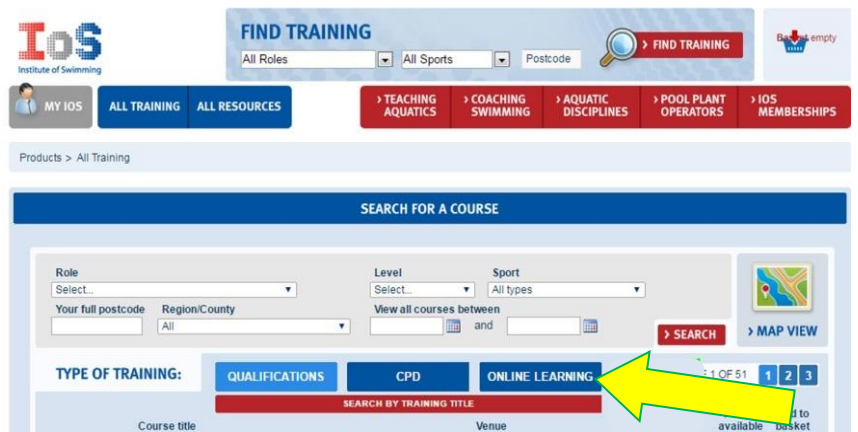


Kent County Amateur Swimming Association

- When you have registered click on blue tab **all training**

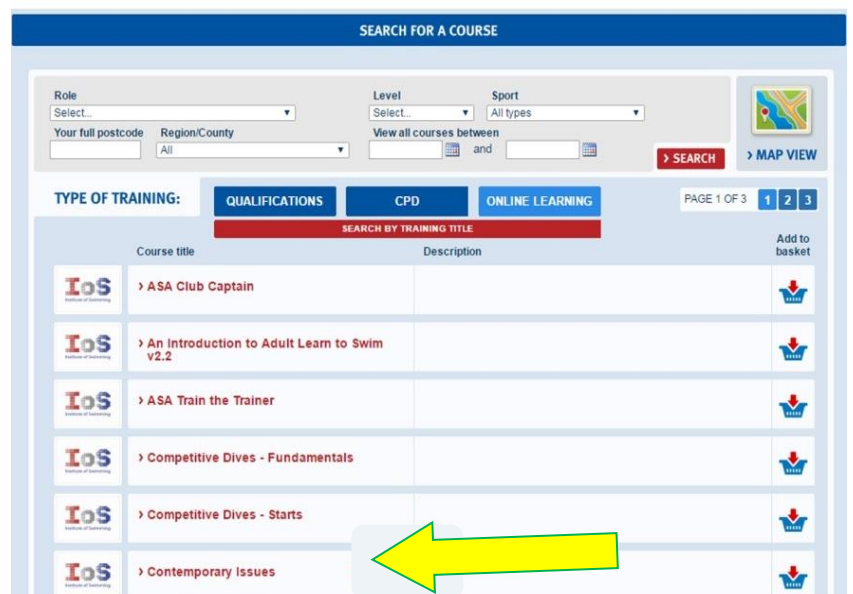


- On the next page under **search for a course** click on **ONLINE LEARNING**



- Then click on **Contemporary Issues** and it adds to your basket ... just like shopping on Amazon!

- On the Contemporary Issues page click the red **BOOK NOW** button and you should be under way!





7. When you have completed the course your score will appear on the screen.
8. There has been a problem with a few 'passes' not getting registered and once the screen with the pass mark on it goes you cannot get it back. I suggest the following:

When your score is on the screen press the 'prt sc' (print screen) key, it is on the top right normally in the row of function keys which will hold screen image on the clipboard. Apple users: Press Command (⌘)-Shift-3
9. Open a new word document and paste the screen image into the document, this can be done with *control V* or from the top menu (home tab on word, left hand side).
10. Save the word document and print it if you want to. This will provide evidence that you have completed the course successfully.
11. As Alexander Orlov the Meerkat says, *'Simples'*

.... *OR NOT - as Malcolm says!*