

UniCoach

National Gymnastics Coaching Accreditation



Gymnastics
Victoria

UniCoach Gymnastics Coach Accreditation

User Guide



For any technical assistance please contact the Gymnastics Victoria Office

T: (03) 9214 6020

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W: www.studygym.com.au

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Step 1:

Fill in the Online Enrolment form; you will be required to make payment at this stage (\$75). Please click on this link below.

<http://www.studygym.com.au/index.php/unicoach>

Step 2:

You will receive a confirmation email from Gymnastics Victoria, with your login/ password details for the Learning Management System (LMS). The LMS is where you will complete the Gymnastics For All online coaching courses. The LMS is a Gymnastics Australia product; you can access the LMS at the link below.

<http://learning.gymnastics.org.au/topclass/topclass.do?login>

Step 3:

Please log in to the LMS using the details supplied in the email. Enter the email, password and then click Log In.

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Step 4:

You will now see your homepage.



You will be required to complete both online courses prior to attending the face to face course. It is advisable that the Intermediate Generic Course is completed first (1#), and then the GFA Intermediate course (2#) Click on the title to open the course; you can save it and complete it in sections.

The screenshot shows the Gymnastics Australia website interface. The 'My Current Activities' section contains a table with the following data:

Class name	Start Date	End date	Status	Action
Intermediate Coaching Course - Online Generic			Not Started	Cancel
VIC - Intermediate Coach GFA Face to Face Courses (VIC - Intermediate Coach GFA Face to Face Courses)	19/04/2015	19/04/2015	Enrolled	Cancel
Intermediate Coaching Course - Online GFA			Not Started	Cancel

Red arrows labeled '1#' and '2#' point to the first and third rows of the table, respectively. Red circles highlight the titles of these two courses. The 'Latest news' section on the right features a photo of a coach and a congratulatory message: 'Congratulations! Thank you for taking your coaching accreditation to the next level.' Below the photo, it lists three steps for gaining accreditation.

Step 5:

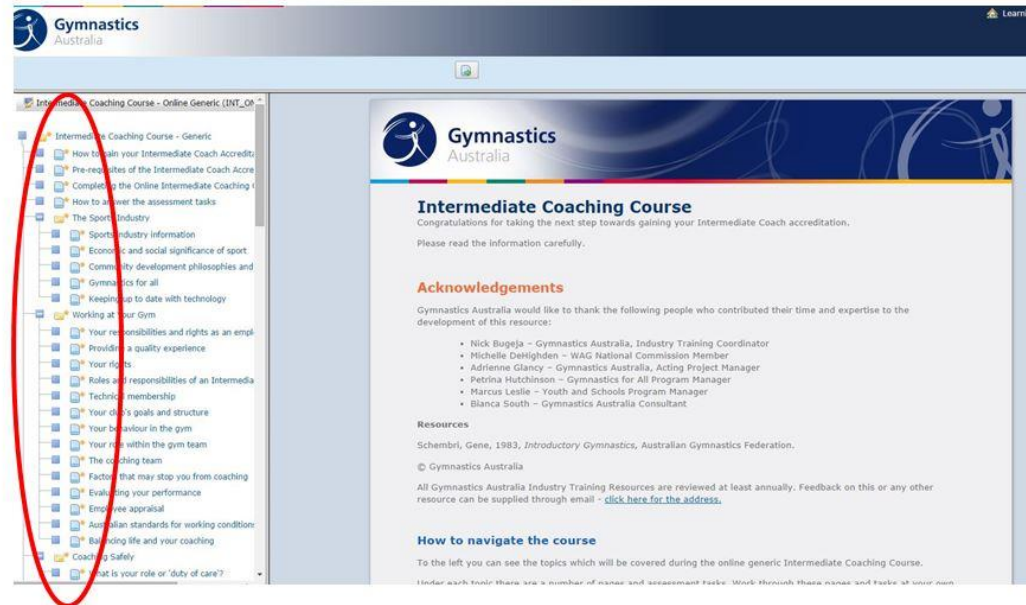
Once you have clicked on Intermediate Coaching Course – Online Generic you will see the next screen. Click on the Intermediate Coaching Course – Generic link on the left hand side, (circled in red) this will start the online course

The screenshot shows the 'Intermediate Coaching Course' page. The page title is 'Introduction to the Intermediate Coach Accreditation'. Below the title, there is a congratulatory message and a note: 'Click on the hyperlink: to the left to navigate your way through the course. Please read the information carefully.' The footer includes the copyright notice '© Gymnastics Australia' and a contact email 'education@gymnastics.org.au'. On the left-hand side, a navigation menu is visible, with the link 'Intermediate Coaching Course - Generic' circled in red.



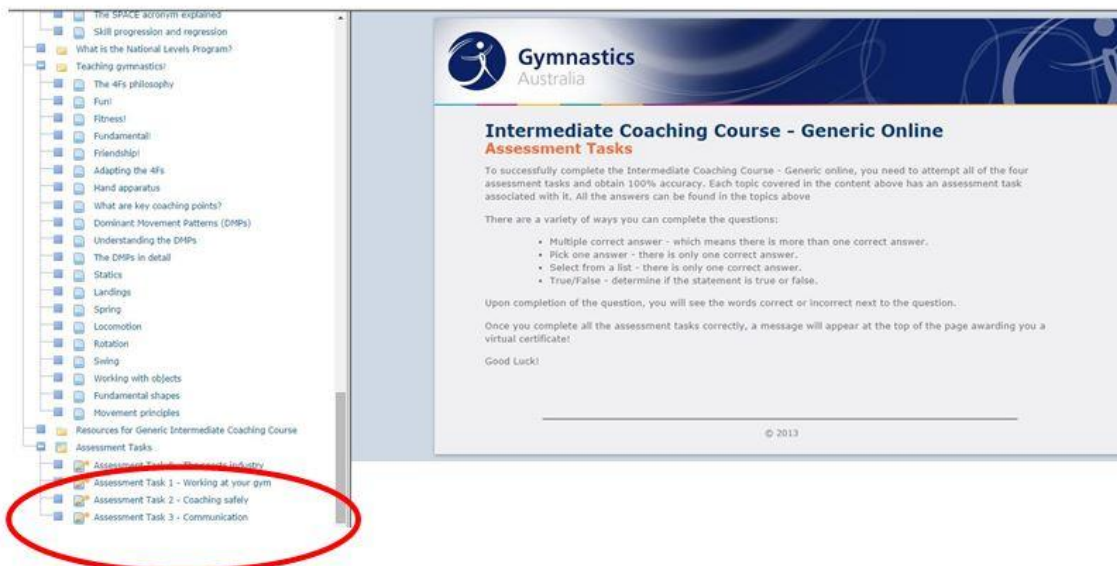
Step 6:

You can now use the navigation bar down the left to complete the course. You will need to visit each page and complete all tasks. When this is completed the orange asterisk will disappear (*) next to the page title. They must ALL be gone for completion of the course.



Step 7:

Once you have completed all the subjects you will now undertake the Assessment Tasks. You will need 100% on each assessment to pass, you can have unlimited attempts.



Step 8:

Once you have successfully completed the course. The following lines will appear at the top of the screen. This is confirmation you have passed.



You have been awarded certificate Intermediate Coach – Generic Online Certificate
You have been awarded certificate Intermediate Coaching Course - Online Generic

Step 9:

You now need to complete the Intermediate Coaching Course- Online GFA (this is circled as #2). Click on the title, this will open the next course. Complete it the same way you completed the Online Generic course.

The screenshot shows the 'My Current Activities' section with the following table:

Class name	Start Date	End date	Status	Action
Intermediate Coaching Course - Online Generic			Not Started	Cancel
VIC - Intermediate Coach GFA Face to Face Courses (VIC - Intermediate Coach GFA Face to Face Courses)	19/04/2015	19/04/2015	Enrolled	Cancel
Intermediate Coaching Course - Online GFA			Not Started	Cancel

The 'Latest news' sidebar contains the following text:

Congratulations!
 Thank you for taking your coaching accreditation to the next level.

To gain your Intermediate Coach accreditation, you need to:

1. Complete the Intermediate Pre Course Workbook that was emailed to you after you completed the Beginner Coach Face to Face course. This can be done while you are completing the online courses mentioned in the next dot point.
2. Decide which Gymsport you would like to become a coach in and enrol in this online course via the Find Courses tab above. The 'bundle' you will purchase contains the online generic course (that all Intermediate Coaches complete) and the online course of the Gymsport of your choice. You may complete the Pre Course Workbook and the Online Courses at the same time.
3. Once you have completed your Pre Course Workbook, upload it using the My Learning/My External Training button on the menu above. Your state/territory association will review it.

Step 10:

Once you have successfully completed the Intermediate Coaching Course- Online GFA, the following lines will appear at the top of the screen. This is confirmation you have passed.

You have been awarded certificate Intermediate Coach - GFA Online Certificate
You have been awarded certificate Intermediate Coaching Course - Online GFA


You will now see under your skills profile that you have been awarded your certificates.

The 'My Skills Profile' section displays the following table:

Title	Required date	Credits	Completed
Intermediate Coach - Generic Online Certificate	15/10/2014	0.00	✓
Intermediate Coach - GFA Online Certificate	15/10/2014	0.00	✓

Step 11:

Congratulations! You have now completed all you pre course work. Your next step is to attend the face to face course scheduled at your university. It will appear on your home page, under My Current Activities with a date specific for your university.

My Current Activities				
Class name	Start Date	End date	Status	Action
VIC - Intermediate Coach GFA Face to Face Courses (VIC - Intermediate Coach GFA Face to Face Courses)	19/04/2015	19/04/2015	Enrolled	 Cancel

Step 12:

Once you have attended the face to face course, you will be an accredited Intermediate Gymnastics for All coach. Congratulations! If you are interested in continuing along the Gymnastics for All pathway, please click the link below for more information.

<http://www.studygym.com.au/index.php/2014-08-31-13-08-26/current-coaches-hub?id=31>

Alternatively, if you are interested in pursuing an additional accreditation in another gym sport, please click the link below for more information.

<http://www.studygym.com.au/index.php/2014-08-31-13-08-26/current-coaches-hub?id=30>