

Accessing GOMB GATA Courses

MINIMUM TECHNOLOGY REQUIREMENTS

- 3Mbs Download Internet Bandwidth. You may use a site like <https://www.speedtest.net/> to check your download speed.
- 1Mbs Upload Internet Bandwidth. You may use a site like <https://www.speedtest.net/> to check your upload speed.
- The following browsers are supported by the University of Illinois at Springfield and Moodle, the free online learning software used by this training. You should always use the most current version of your browser. Your browser will notify you if there is a new version available.
 - Google Chrome *preferred browser
 - Mozilla Firefox *preferred browser
 - Microsoft Edge (has intermittent issues)
 - Apple Safari (Macintosh only)
 - Mobile Safari (i-OS)
 - Mobile Chrome (Android)
 - Note: Moodle 4.0 does NOT support Internet Explorer 11.
 - Safari 7 and below has known compatibility issues with Moodle 4.0.

Note: If you routinely work with sensitive information such as Payroll, Banking etc., the security settings on your primary work computer may interfere with some of the multimedia materials such as videos and images. You may want to see about using a different device for the training such as a tablet or laptop normally used for training or presentations.

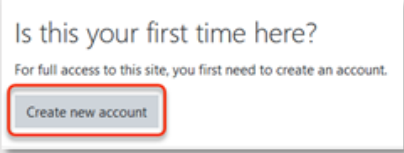
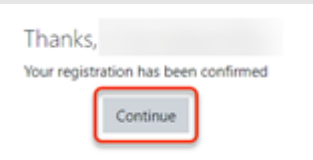
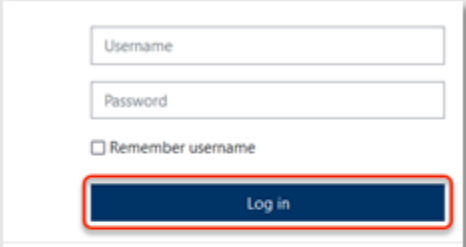
See next page for Login Procedures.

LOG IN PROCEDURES

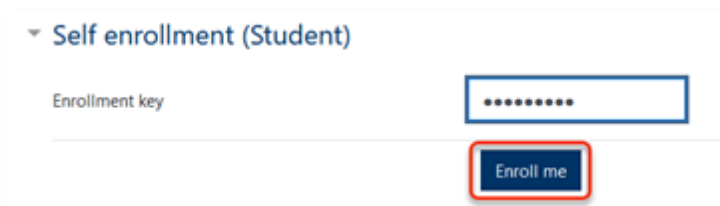
STEP 1: GO TO YOUR DESIRED COURSE:

- [PRE-AWARD](#)
- [POST-AWARD](#)
- [INDIRECT COST](#)

STEP 2: CREATE AN ACCOUNT or LOGIN

New users: Create an account	Existing users: Log in
<ol style="list-style-type: none">1. Click Create new account. 2. Fill out your account details and click Create my new account.3. Click the confirmation link sent to your email.4. Click Continue. 5. Go to the next step.	<ol style="list-style-type: none">1. Enter your username and password. 2. Click Log in.3. Go to the next step.

STEP 3: ENTER THE FOLLOWING ENROLLMENT KEY: GOMB1



Self enrollment (Student)

Enrollment key

STEP 4: CLICK ENROLL ME

Once you are enrolled, you can access your learning material any time by logging into the [learning management system](#) and clicking on your course from the dashboard. Don't forget to bookmark the page in your browser for easy access!