User Instructions for Accessing Training Modules

1. Sign into Develop West [www.westga.edu/developwest] Your User ID and Password will be your UWG network credentials.

2. Click the CATALOG link.

3. Click the plus sign (+) next to Course Curricula > English. You will find a variety of folder topics. Click on any topic (+) to view subcategories. The titles with a computer monitor icon indicate a training module.
4. To obtain more information about the training module, click on the course title to read the overview/description. Job aids and other pertinent information may also be available on this page. To launch the course from this page, click on the blue arrow.

5. You can also launch the training course from the catalog page by hovering at the end of the title name and clicking Launch.
6. The partially completed green dot at the end of a course title indicates that the course was previously started by the user.