

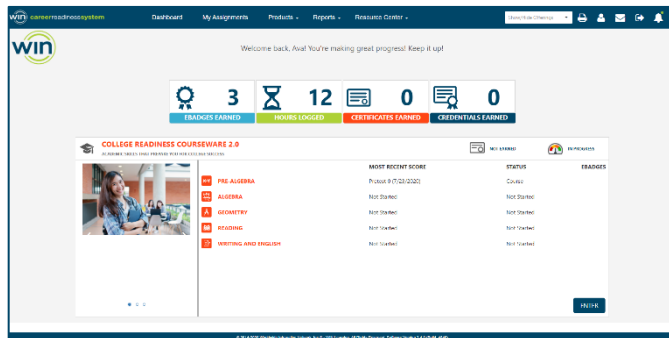
## 1. Login to the WIN Career Readiness System

- Navigate to [www.wincrsystem.com](http://www.wincrsystem.com) from any browser and login with your username and password.



## 2. Enter the Courseware

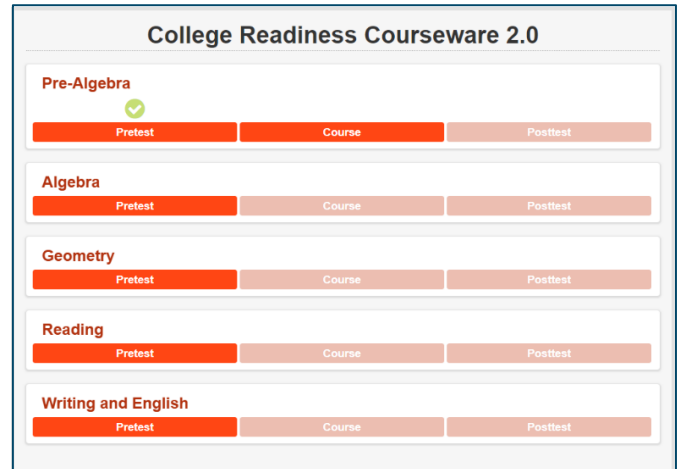
- Select College Readiness Courseware from the Products dropdown or click the College Readiness Courseware item below your summary data and click Enter.



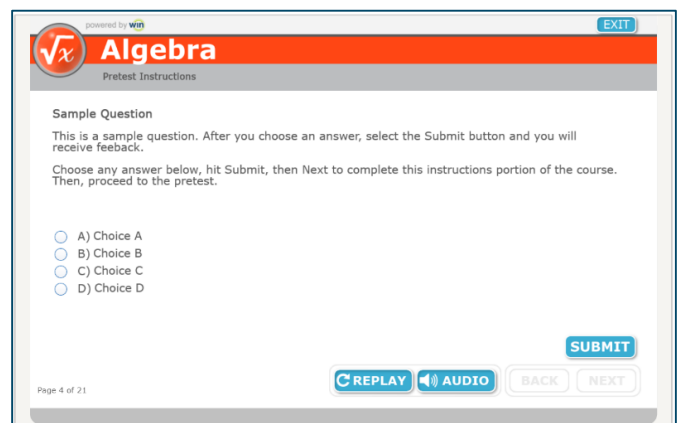
*Note: The Dashboard is a snapshot of the eBadges (electronic badges), certificates, and credentials earned. Here you can print the snapshot data, update your profile, and view WIN announcements.*

## 3. Start a Module

- College Readiness Courseware contains five subject areas: Pre-Algebra, Algebra, Geometry, Reading, and Writing and English.



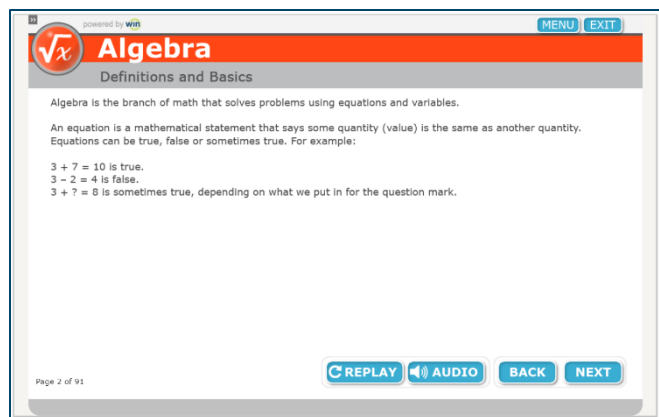
- Click on Pretest to measure your current skill level in the subject area.
- Select your answer and click the Submit button to see if you answered correctly.
- Click the Next button to proceed.



- After you complete the pretest, the course will unlock.

## 4. Course Navigation

- Select Course to start working through the instructional material.
- Navigate through the course by using the Next and Back buttons.
- Click the Audio button to enable text to speech.



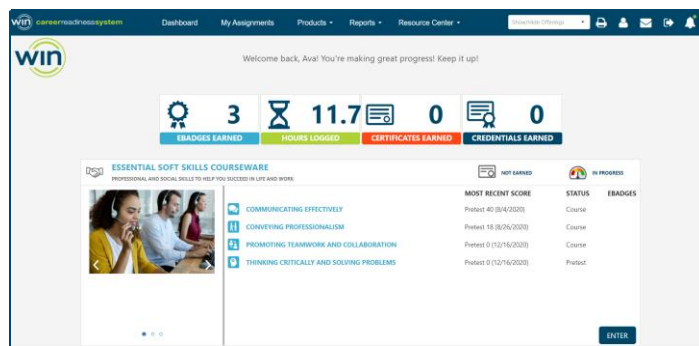
- Click Exit to return to the College Readiness Courseware Homepage.

## 5. eBadges and Certificates

- After completing the course, the posttest will unlock. Score 80% or greater on the posttest to earn an eBadge.
- Earn an eBadge in the three mathematic subject areas to earn the College Readiness Courseware Mathematics Certificate of Completion. Earn an eBadge in the two English Language Arts subject areas to earn a College Readiness Courseware English Languages Arts Certificate of Completion.

## 6. Check Your Progress

- View personal progress by reviewing your eBadge status from the Dashboard.
- If you earn all five eBadges, you will earn the College Readiness Courseware Certificates of Completion.



## 7. Reports

- Hover over Reports from the top menu and select Individual.
- Find the Courseware name and the date you completed the activity. If you earned a Certificate of Completion, click Earned to download your Certificate.

Individual Learner Report

Name	Product Offering	Date Completed	Activity Start Time	Activity End Time	Session Time	Module	Content Type	Level	Level Score	Scale Score	eBadge	Credential	Certificate
101 Student	Career Readiness 2.0	01/19/20	00:21:44	00:00:00	00:00:00						eBadge: 0	Credential: 0	Certificate: 0
	Product: Strategic Compass	00:00:00	00:00:00	00:00:00	00:00:00						eBadge: 2	Credential: 0	Certificate: 0
	Product: Ready to Work Courseware	00:00:00	00:00:00	00:00:00	00:00:00						eBadge: 2	Credential: 0	Certificate: 0
	2019-11-15 01:57:31 PM	2019-11-15 01:57:11 PM	2019-11-15 01:57:31 PM	2019-11-15 01:57:31 PM	00:00:19	Locating information	Placement Test	1	0	0			
	2019-11-15 02:01:34 PM	2019-11-15 02:01:42 PM	2019-11-15 02:01:34 PM	2019-11-15 02:01:34 PM	00:00:51	Reading for information	Placement Test	1	1	80			Level 1
	2019-11-15 02:01:47 PM	2019-11-15 02:01:36 PM	2019-11-15 02:01:47 PM	2019-11-15 02:01:47 PM	00:00:10	Reading for information	Placement Test	2	1	0			
	2020-06-08 08:07:35 PM	2020-06-08 08:06:53 PM	2020-06-08 08:07:35 PM	2020-06-08 08:07:35 PM	00:00:43	Applied Mathematics	Placement Test	1	1	100			Level 1
	2020-06-08 08:07:35 PM	2020-06-08 08:07:35 PM	2020-06-08 08:07:35 PM	2020-06-08 08:07:35 PM	00:00:00	Applied Mathematics	Placement Test	2	1	0			
	2020-06-08 08:07:35 PM	2020-06-08 08:07:37 PM	2020-06-08 08:07:35 PM	2020-06-08 08:07:35 PM	00:00:02	Applied Mathematics	Placement Test	2	1	0			
	Product: Ready to Work Credential	00:02:00	00:02:00	00:02:00	00:02:00						eBadge: 1	Credential: 0	Certificate: 0
	2020-06-08 08:05:01 PM	2020-06-08 07:59:44 PM	2020-06-08 07:59:44 PM	2020-06-08 07:59:44 PM	00:02:00	Applied Mathematics		4	236				Silver
	2020-06-08 08:05:01 PM	2020-06-08 07:59:44 PM	2020-06-08 07:59:44 PM	2020-06-08 07:59:44 PM	00:02:00	Applied Mathematics							

## Need help? Contact WIN Support.

- Phone: 888-717-9461 Option 3
- Email: [support@winlearning.com](mailto:support@winlearning.com)

