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The Premier Global Certification for Sustainable Travel and Tourism

Green Globe Academy – Getting Started





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Welcome to the Green Globe Academy

Let's get started

The Green Globe Academy is the world's first e-learning initiative for sustainable tourism can be accessed at <http://www.greenglobeacademy.com>

Once you arrive you will be presented with the Green Globe Academy HOME PAGE show below.

The Green Globe Academy HOME PAGE includes:

- User Login;
- Course Catalogue;
- Paypal Payment Facilities;
- Twitter News Feed; and,
- Links to the main Green Globe website for additional information



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Login

If you have a Username and Password you can enter it into the LOGIN section of the HOME PAGE to gain access to the System and your courses.

The screenshot shows a login window titled "Login". It contains two input fields: "Login" and "Password". Below the fields is a "Login" button. Underneath the button are four links: "Create an account", "I forgot my password", "Contact us", and "Lessons list".

If you do not have a Username and Password, you can register for the system online. This process is explained in detail in a later section of this guide.

Taking Courses

Once you have logged in and completed the payment processing you will be presented with your Course listing.

The screenshot shows the Green Globe Academy Sustainable eLearning interface. The user is logged in as Brad Cox - Student. The page displays a list of courses under the heading "my Courses". The "Free Content" section includes:

- An Introduction to Sustainable Tourism and Green Globe Certification
 - Sustainable Tourism
 - The Five Steps
 - Certification Programs
 - An Introduction to Green Globe Certification
 - The Green Globe Certification Standard Overview
 - Next Steps

The "Green Globe Auditor Courses" section includes:

- New Auditors
 - Green Globe Auditor Accreditation Course (30 days remaining)
 - Green Globe Certification Overview
 - Green Globe Certification Process
 - ISO 19011 Guidelines for Auditing
 - Green Globe Certification Standard - A. Sustainable Management
 - Green Globe Certification Standard - B. Social and Economic
 - Green Globe Certification Standard - C. Cultural Heritage
 - Green Globe Certification Standard - D. Environmental
 - Green Globe Auditor Code of Conduct
 - Green Globe Certification Policies and Terms of Use
 - Document Download - Hotels and Resorts



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To commence a course, select the first LESSON. In the above examples these lessons are:

- Green Globe Auditor Accreditation Course; or
- Industry Supplement – Cruise Ships.

Lesson Control Panel

Once selected, the user will be taken to the LESSON CONTROL PANEL to commence the lesson. This screen is shown below.

Selecting the large GREEN ARROW will commence the course, but users are free to explore all areas of this screen for details about the lesson including:

- Frequently Asked Questions
- Glossary
- YouTube Content
- RSS Feeds
- Quote of the Day
- Lesson Statistics
- Forums
- Wiki
- Much more...

Once the lesson is commenced, the CONTENT will be shown.



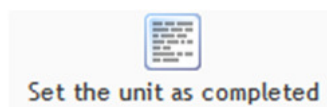
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Course Content

The screenshot shows a web browser window displaying the Green Globe Academy interface. The main content area is titled 'Green Globe Worldwide Advisory' and contains text about the advisory council and a list of member organizations. The right sidebar shows 'Lesson material' and 'Lesson progress' (71.43% completed). The left sidebar shows navigation options like 'Main page', 'Theory', 'Tests', and 'Forum'. Blue arrows at the bottom of the main content area indicate navigation options.

When completing a course, the user navigates the content via the BLUE ARROWS at the bottom of the screen. The right hand sidebar shows, a PROGRESS BAR and other options. The left hand sidebar shows MENU OPTIONS for this lesson.

At the completion of a lesson a UNIT COMPLETE logo, will appear at the bottom of the screen; please click on this to complete the lesson.



Navigation Hints

At any time while in the system, the user can return to their COURSE LISTING screen by selecting the [my courses](#) breadcrumbs link under the Green Globe LOGO or the Change Lesson menu option on the left sidebar.

Clicking on the Green Globe LOGO will take you to back to the lesson Control Panel (or Course listing if not in a lesson)

Clicking on your PICTURE will take you to your Dashboard

Please see the screen shot on the following page.



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Navigation Tips

The screenshot shows the Green Globe Academy website interface. The browser address bar displays "Green Globe University | Green Globe Certificatio...". The page title is "Green Globe Academy Sustainable eLearning". The main content area is titled "Global Sustainable Tourism Criteria" and contains text about the program's roots and its alignment with the Tourism Sustainability Council (TSC). A sidebar on the left includes a search bar, a navigation menu with options like "Main page", "Theory", "Tests", "Forum", "Glossary", "Quote of the day", "YouTube", "Lesson FAQ", "Lesson statistics", and "Change lesson" (highlighted with a blue circle). A right sidebar contains sections for "Lesson material", "Lesson progress" (showing 85.71% progress), and "Unit operations" (listing "Print unit", "Add comment", and "Open unit in popup window").

User Dashboard

The user dashboard is accessed by clicking on your on your picture of the Personal Information menu option under the TOOLS sliding menu of the left hand toolbar.

It displays a range of personal and social information concerning your interaction with the site.

The screenshot shows the user dashboard for Brad Cox. The browser address bar displays "Green Globe University | Green Globe Certificatio...". The page title is "Green Globe Academy Sustainable eLearning". The main content area is titled "Brad Cox 'What a great learning environment!!'" and contains a "Personal info" section with tabs for "my Dashboard", "my Account", and "my Learning status". The "My wall" section shows a post from Wayne McKinnon. The "Users who share lessons with me" section lists Brian Abbott, Guido Bauer, Karlin Rogge, Markus Geier, and Dean Greenglobe. The "Recent incoming messages" section shows a table of messages:

Priority	Subject	From	Date	Operations
High	Re: Policy Exam	Karlin Rogge - Student	27 Aug 2010, 17:59:01	
High	Re: Query on B.2	Karlin Rogge - Student	25 Aug 2010, 00:17:27	

The right sidebar contains a "Calendar (06 Sep 2010)" section showing a calendar for September 2010, and a "Last messages at forum" section showing "No forum messages". The bottom of the page displays "© Copyright 2010 - Green Globe Certification".



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Other Options

The Green Globe Academy site has a large range of other features and options that we encourage you to explore. Please feel free to select any option and make use of its functionality. If you remember the simple navigation hints, you will be able to move through the system with ease.

Most of all enjoy the experience.

Account Registration and Payment

For those of you that do not have access to the system, just select 'Create and Account' located under the LOGIN button and complete the registration screen shown below.

The screenshot shows a web form titled "New user account". It contains the following fields and instructions:

- Login:** Only letters and the characters . - _ @ are allowed.
- Password:** Password must be at least 6 characters.
- Repeat password:** A field to confirm the password.
- Email address:** A field for the user's email.
- First name:** A field for the user's first name.
- Last name:** A field for the user's last name.
- Country:** A dropdown menu for selecting the user's country.
- Reseller or Partner (if known):** A text field for optional information.
- Comments:** A large text area for additional remarks.

A "Register" button is located at the bottom left of the form.

Please note the requirement to enter 'user defined' information such as Country of Origin and Reseller or Partner name to enable international tracking of users

Payment Processing

The Green Globe Academy site will include both PAID and FREE content for auditors, clients and industry professionals. For paid content, a Paypal Payment facility is available to purchase courses.



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Select your required course by clicking on either the price or basket. Once selected, it will appear in the Checkout section of the Screen – click on continue to proceed to the Paypal checkout.

ccess to the online training material

Search:

\$1,350.00 🛒

\$1,990.00 🛒

\$125.00 🛒

\$125.00 🛒

\$125.00 🛒

\$250.00 🛒

COUNCIL
CARIBBEAN
HOTEL & TOURISM
ASSOCIATION
STRATEGIC PARTNER

UNWTO
SKAL

Selected courses

Green Globe Annual Auditor Renewal Course \$1,350.00 ✖

Industry Supplement - Meetings and Events \$125.00 ✖

Total: \$1,475.00 - Remove all ✖

Continue »

Pay with Paypal

The safer, easier way to pay

PayPal

Once you have completed your registration, course selection and payment, you may login and begin your Green Globe education.