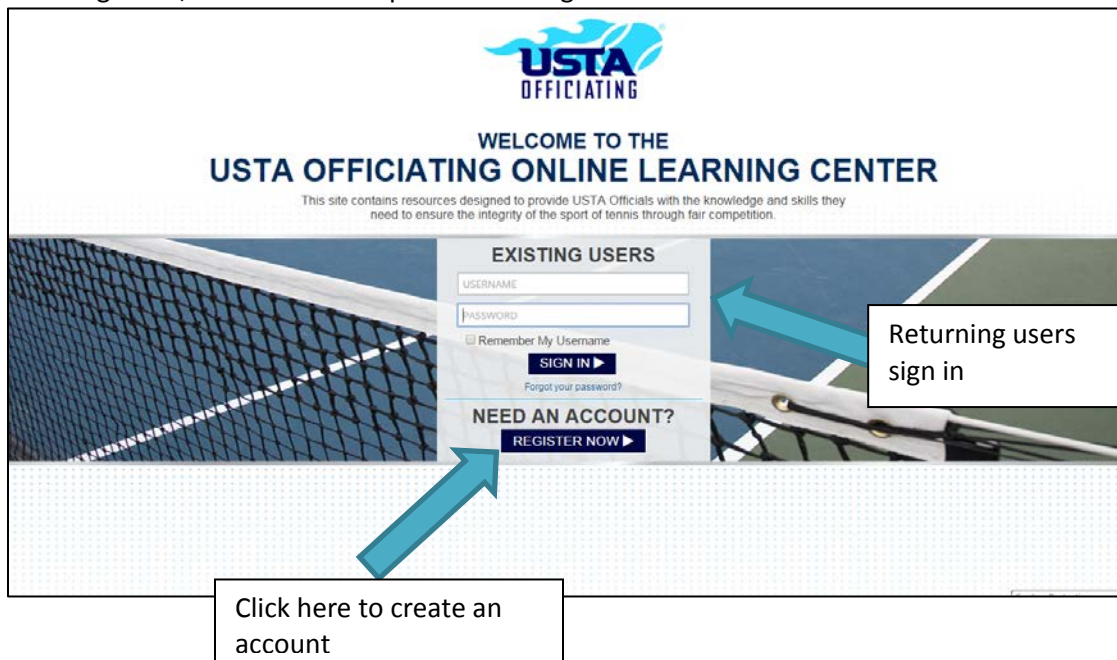


User Guide

[Click here](#) to open the USTA Officiating Online Learning Center.

- First time users, click the “Register Now” to create an account.
- Returning users, enter email and password to sign in.



Register Page

- Fill out the form with your information, which can be accessed and edited at any time after you create the account.
 - If you already have a LRC account with the USTA, please email ustalrc@uta.com to activate your account.
- After you click “Next Step”, you will be asked to answer a security question for password verification, if you ever forget it.

Homepage

- The homepage displays the first name of the person logged into the account.
 - For households with more than one official, make sure the person using the account matches the name at the top of the screen.
- Click “Officiating Disciplines” to select and add the desired Learning Plan for the Officiating Discipline you want to complete the education requirements for.
- Click “My Learning Plans” to view the status of each of the Learning Plans once you have added them to your profile.

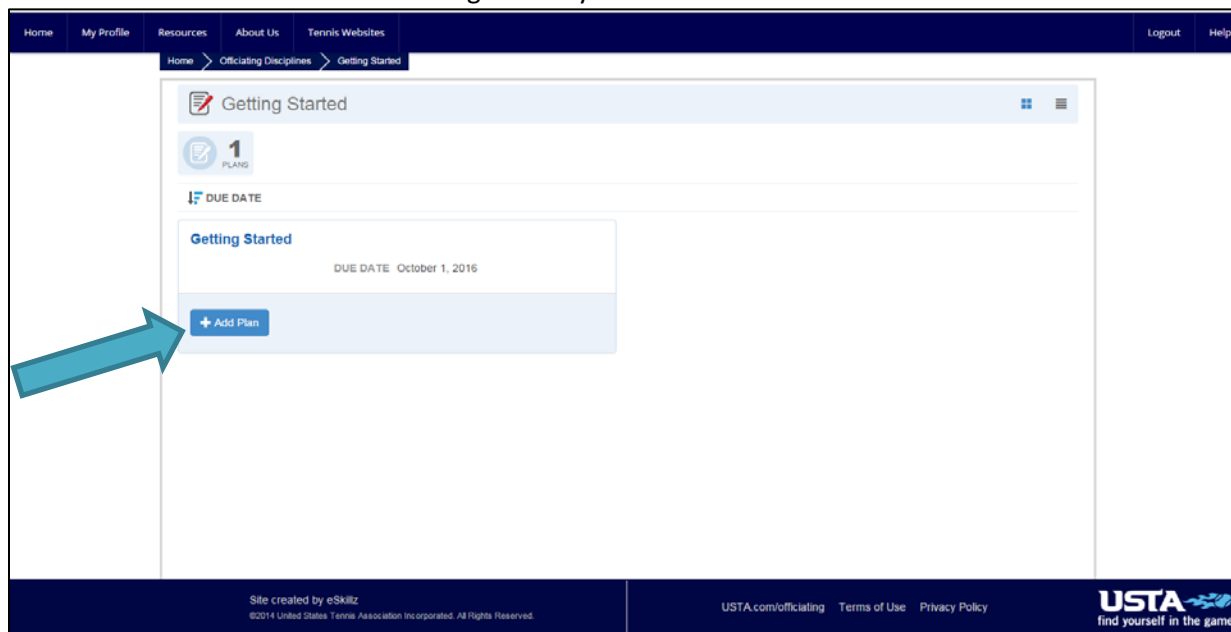
The screenshot shows the USTA Officiating homepage. At the top, a dark blue navigation bar contains links for Home, My Profile, Resources, About Us, Tennis Websites, Logout, and Help. Below the navigation bar, the main content area features the USTA Officiating logo, a greeting "Hi, USTA!" with the user's name, and a welcome message. Two main content cards are visible: "Officiating Disciplines" and "My Learning Plans". The "Officiating Disciplines" card lists six categories: Getting Started, Roving Umpire, Referee, Chair Umpire, Chief Umpire, and Line Umpire. The "My Learning Plans" card prompts the user to track course progress. Callout boxes with arrows point to various elements: "Top Navigation" points to the navigation bar; "User's name" points to the greeting; "Click to view all available Officiating Disciplines" points to the "Officiating Disciplines" card; "Click on the specific discipline to view that discipline" points to the list of disciplines; and "Click to view your Learning Plan" points to the "My Learning Plans" card. The footer contains copyright information, links to USTA.com/officiating, Terms of Use, and Privacy Policy, and the USTA logo with the tagline "find yourself in the game".

Officiating Disciplines

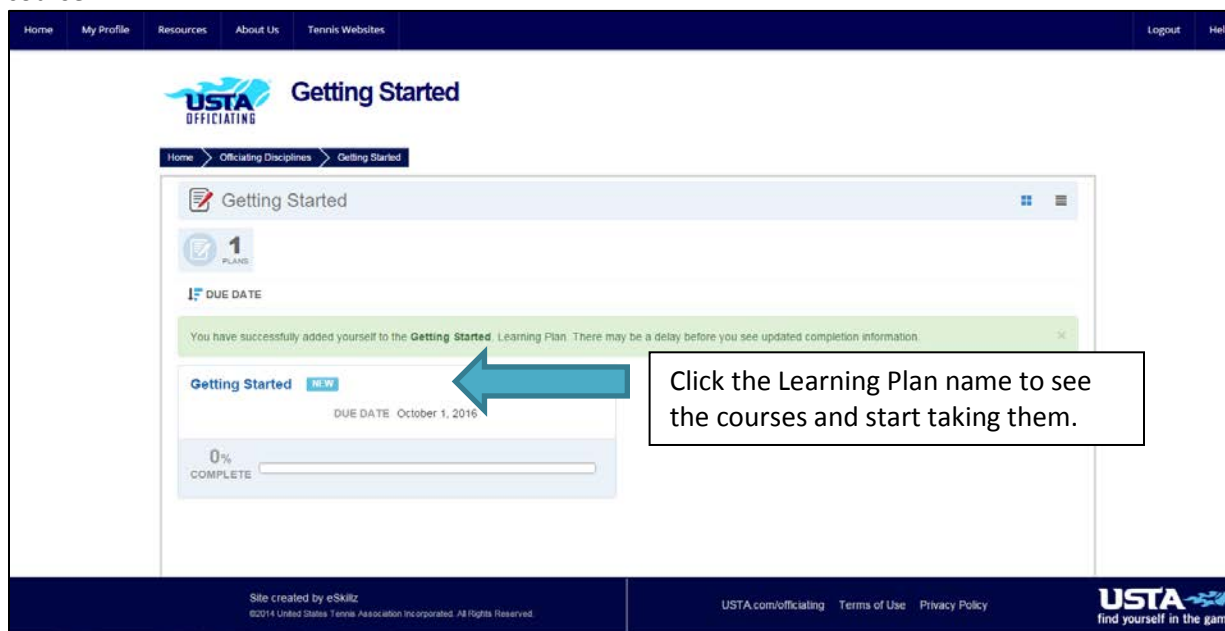
- Hover over the Officiating Disciplines to see the required courses in each.
- Click on the Officiating Discipline you want to add to your Learning Plan.

The screenshot shows the "Officiating Disciplines" page. The navigation bar is the same as the homepage. The main content area features the USTA Officiating logo and the heading "Officiating Disciplines" with the subtext "USTA, choose the discipline you would like to learn more about." Below this, a grid of six course cards is displayed, each with a play button icon and a title: "Getting Started", "Roving Umpire", "Referee", "Chair Umpire", "Chief Umpire", and "Line Umpire". The footer is identical to the homepage screenshot.

- Click “Add Plan” to add the Learning Plan to your Account.



- You will receive a confirmation message that it was added to your account.
- Click the Learning Plan name to see the courses held within the learning plan and to start taking the course.



- Click the course title for the course you want to start.
- A percentage will show your progress.
- You can turn to it and go back to where you left off.

Getting Started

Getting Started

10/1/2016 DUE DATE

3 ITEMS

0% COMPLETED

0 ITEMS PAST DUE

0 ATTACHMENTS

SEQUENCE NUMBER FILTERS (#)

Course Title	DUE DATE	STATUS
Introduction to Officiating	October 1, 2016	Not Attempted
Rules and Regulations Part 1	October 1, 2016	Not Attempted
Rules and Regulations Part 3	October 1, 2016	Not Attempted

Details

My Learning Plans

- My Learning Plans shows which Officiating Discipline(s) you are enrolled in and your progress for each.
- The default view is Completed Courses so click Incomplete courses to view any courses in progress
- Click on them to continue to take the courses within them.

My Learning Plans

2 INCOMPLETE

0 PAST DUE

0 DUE SOON

0 COMPLETE

DUE DATE October 1, 2016

Roving Umpire

Getting Started

0% COMPLETE

0% COMPLETE

Click to view incomplete courses

Home My Profile Resources About Us Tennis Websites Logout Help

OFFICIATING

Home > My Learning Plans

My Learning Plans ← BACK

Getting Started

10/1/2016 **3** **0%** **0** **0**
DUE DATE ITEMS COMPLETED ITEMS PAST DUE ATTACHMENTS

SEQUENCE NUMBER FILTERS (#)

Introduction to Officiating	DUE DATE: October 1, 2016	STATUS: Incomplete
Rules and Regulations Part 1	DUE DATE: October 1, 2016	STATUS: Not Attempted
Rules and Regulations Part 3	DUE DATE: October 1, 2016	STATUS: Not Attempted

Details

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USTA.com/officiating Terms of Use Privacy Policy

USTA
find yourself in the game

Click the course title to launch the course

Home My Profile Resources About Us Tennis Websites Logout Help

Home > Officiating Disciplines > Roving Umpire

Please click on the blue title to open each item. To launch a course, go to the desired course and click on the LAUNCH icon and the course will open in a new window.

Roving Umpire

Introduction to Officiating

10/1/2016 **0%** COMPLETED

Roving Umpire - Roving Umpire - Introduction to Officiating

TYPE	Course
DATE ADDED	March 1, 2016 9:59 AM EST
PROTOCOL	SCORM
DUE DATE	October 1, 2016

LAUNCH

LAUNCH

Click either launch button to launch course

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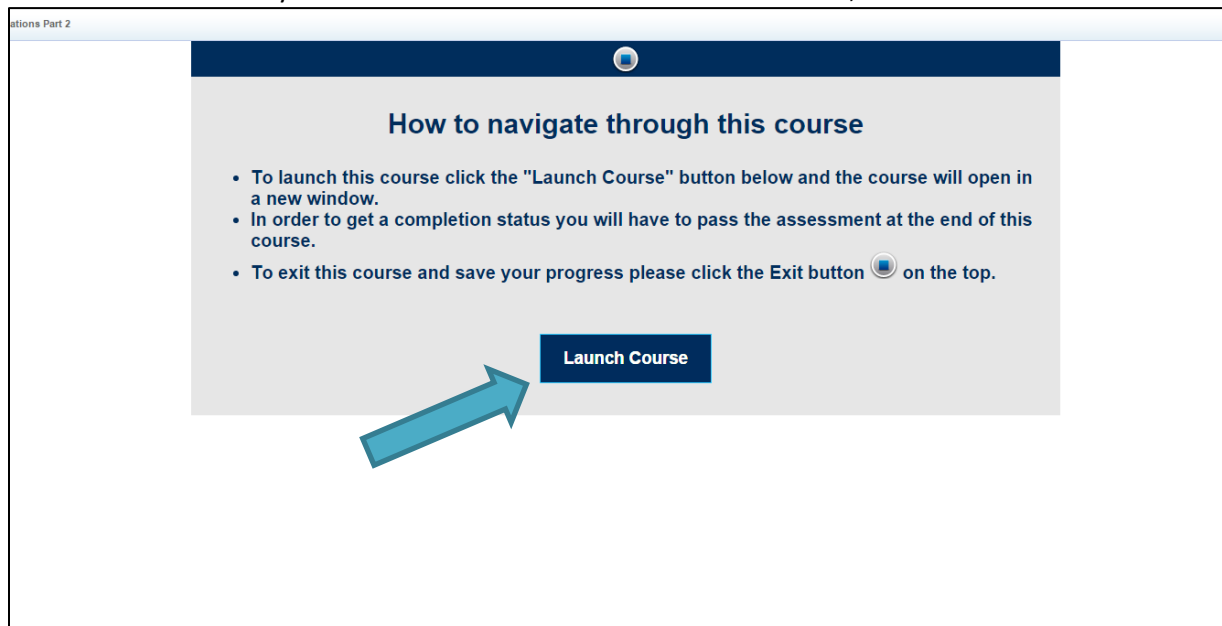
USTA.com/officiating Terms of Use Privacy Policy

USTA
find yourself in the game

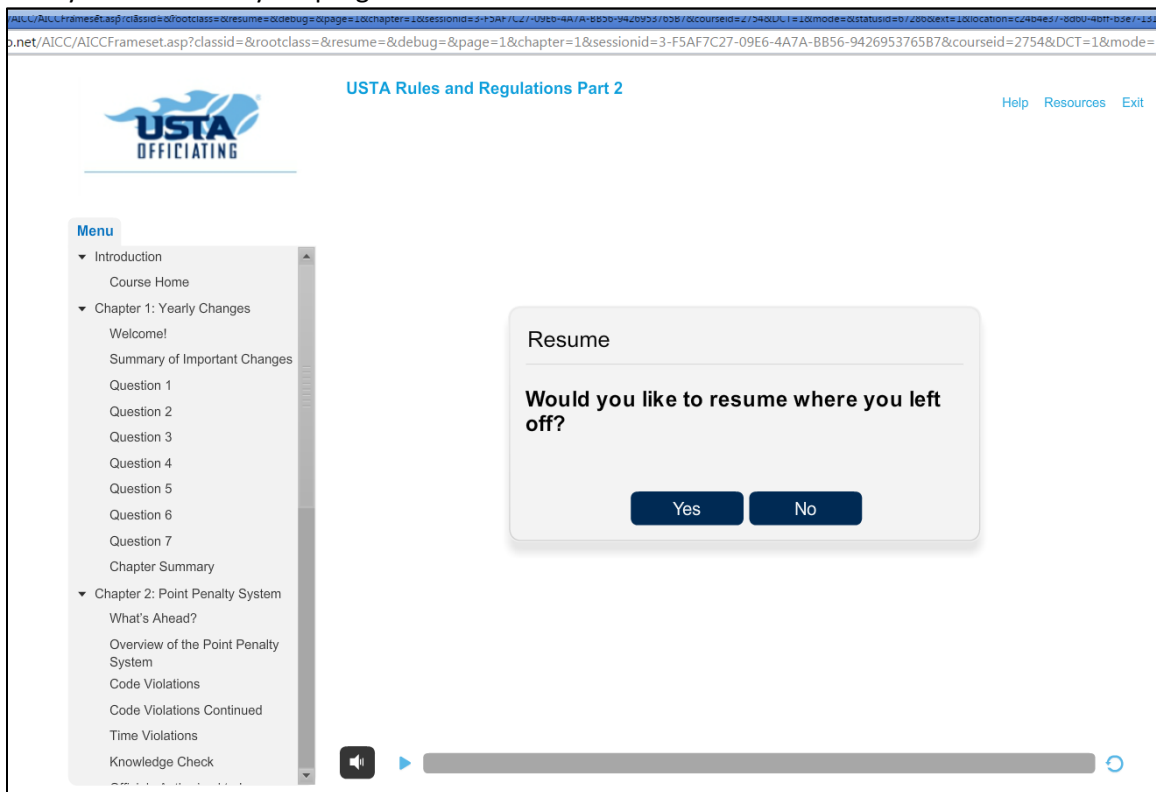
Click either launch button to launch course

Please note: If you do not see the Launch buttons, you may need to resize your screen.

- A new window will open.
- Click “Launch Course” to open the course.
- Please note that if you close this window after the course launches, it will close the course.



- If you begin a course and leave, when you reopen the course, you will see this screen. If you click “no” you will lose all your progress and will need to start over.



Top Navigation

- My Profile

Home My Profile Resources About Us Tennis Websites

My Learning Plans
My Training History
My Account

USTA OFFICIATING Hi, USTA!
Welcome back to the USTA Officiating Online Learning Center

▶ Officiating Disciplines
▶ Getting Started
▶ Roving Umpire
▶ Referee
▶ Chair Umpire
▶ Chief Umpire
▶ Line Umpire

▶ My Learning Plan
Track your course progre

User Links

View your Learning Plan, your certificate of completion and view/edit your profile.

- My Training History

- Click on the certificate icon to view your Certificate of Completion.

Resources About Us Tennis Websites

USTA OFFICIATING My Training History

Home > My Training History

Upon completion of each course, you will receive a certificate of completion. You can access your certificate of completion by clicking on the certificate icon in the Actions column of Your Courses Completed below. To print the certificate, click on the print icon on the top right of the certificate. The certificate of completion will not be available to you unless you completed the course.

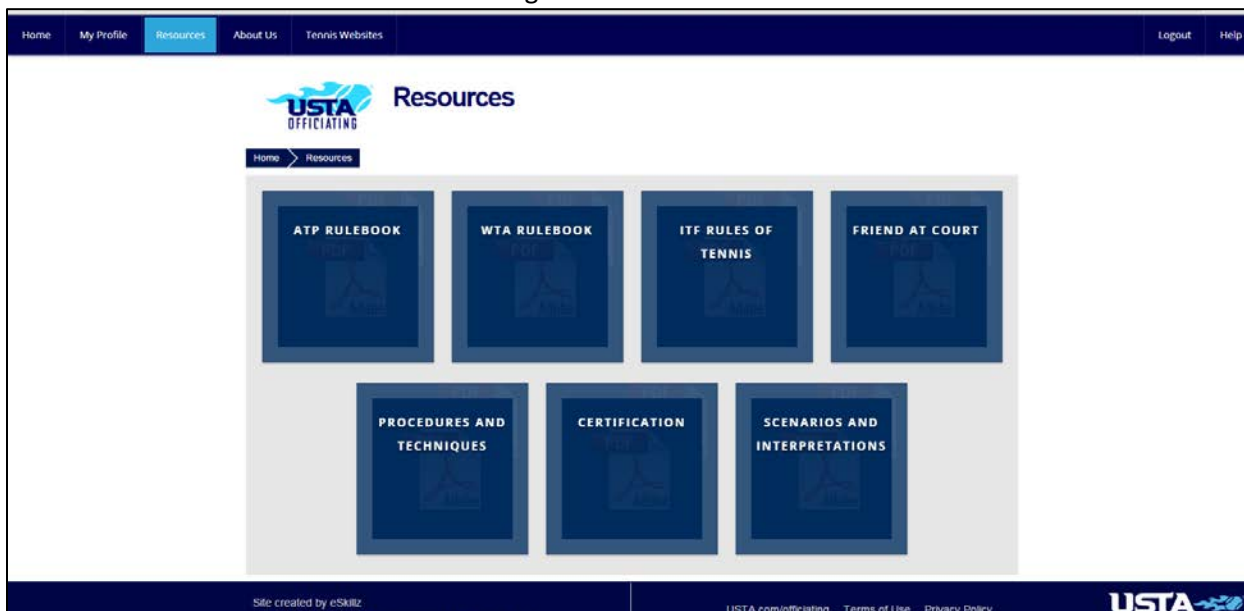
Your Courses Completed

3 records available, showing 1-3 Page 1 of 1

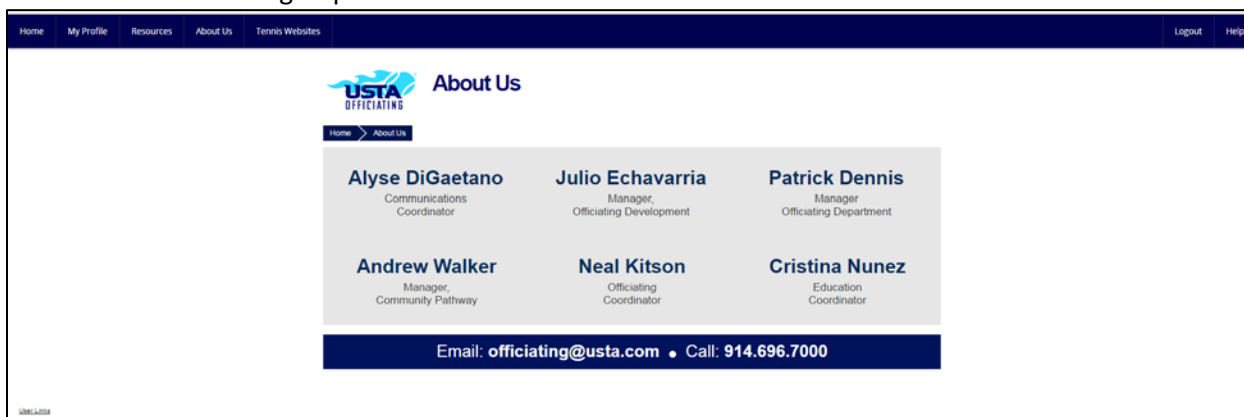
Title	Date Started	Date Completed	Last Viewed	Score	Expiration Date	Actions
Introduction to Officiating	3/2/2016 8:27 AM EST	3/2/2016 9:18 AM EST	3/2/2016 2:56 PM EST	N/A	N/A	
USTA Rules and Regulations Part 1	3/2/2016 9:23 AM EST	3/2/2016 11:38 AM EST	3/2/2016 2:24 PM EST	0%	N/A	
USTA Rules and Regulations Part 2				0%	N/A	

Click on the certificate icon to view your Certificate of Completion

- Resources
 - Click Resources for Tennis Officiating Rulebooks and Procedures.



- About Us
 - USTA Officiating Department National Staff member and the contact information.



Tennis Websites

- Links for all the Governing Bodies, NASO, NUCULA and S&H Uniforms.

The screenshot shows the USTA Officiating website interface. At the top, there is a navigation bar with links for Home, My Profile, Resources, About Us, Tennis Websites, Logout, and Help. The 'Tennis Websites' menu is open, listing links for USTA Officiating, ITF Officiating, ATP, WTA, NASO, NUCULA, and S&H Uniforms. Below the menu, there are two main content areas: 'My Learning Plans' with a play button icon and the text 'Track your course progress here.', and a section for 'Disciplines' with a play button icon. The footer contains copyright information for 2014 United States Tennis Association, Inc., and the USTA logo with the tagline 'find yourself in the game'.

- Help

- For questions regarding the course material, email officiating@usta.com
- For technical issues, please email ustalrc@usta.com.

The screenshot shows the USTA Officiating website interface with a help message. The navigation bar is the same as in the previous screenshot. The main content area features a large grey box with the USTA Officiating logo and the text: 'for technical support and other questions please email us at ustalrc@usta.com'. The footer is identical to the previous screenshot.