



Step by Step Instructions

Step 1 – Web Location

Head to <https://touchfootball.etrainu.com/>

Bottom right is the login area (Red Circle)

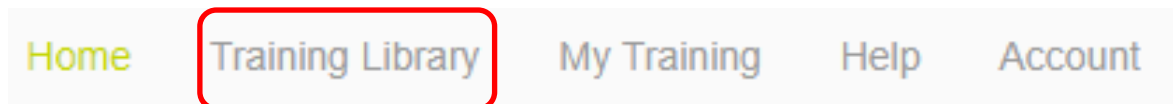
If you haven't already created a profile, please refer to the "Registration How To" guide.





Step 2 – Course Selection and Payment

Upon login click on “Training Library” (Red Circle)



This will take you to the course landing page, select “TFA – Referee Courses” (Blue Circle)

Click “View Courses” (Black Circle)







Course Categories

 TFA - Referee Courses VIEW COURSES	 TFA - Referee Coach Courses VIEW COURSES	 TFA - Coaching Courses VIEW COURSES	 TFA - Education and Training Courses VIEW COURSES
 TFA - RPL/RCC Referee Courses VIEW COURSES	 TFA - RPL/RCC Coach Courses VIEW COURSES	 TFA - RPL/RCC Referee Coach Courses VIEW COURSES	 TFA - RPL/RCC Education and Training Courses VIEW COURSES
 TFA - External Courses VIEW COURSES	 Governance in Sport Essentials VIEW COURSES		



After selecting course selection you will need to select “TFA – Level 1 Referee Touch Football Australia” (Red Circle)
Select “Purchase” (Black Circle)

Courses in TFA - Referee Courses

 TFA - Level 1 Referee Touch Football Australia \$60.50 PURCHASE	 TFA - Level 2 Referee Touch Football Australia \$66.00 PURCHASE	 TFA - Level 3 Referee Touch Football Australia \$77.00 PURCHASE	 TFA - Level 4 Referee Touch Football Australia TFA - Level 4 Referee \$33.00 PURCHASE
 TFA - Level 5 Referee Touch Football Australia TFA - Level 5 Referee \$33.00 PURCHASE	 TFA - Level 6 Referee Touch Football Australia TFA - Level 6 Referee \$33.00 PURCHASE		



This will take you to the payment page.

If you have a discount code please enter it in the red circle and click “apply” (Black Circle).

Please enter your payment details and select “Process Payment” (Blue Circle).



Pay for your course

This is a secure 256-bit SSL Encrypted payment

ITEM	Cost
TFA - Level 1 Referee	\$55.00
GST	\$5.50
	\$60.50

PROMOTIONAL CODE

CREDIT CARD NUMBER

CARD TYPE ▼

NAME

EXPIRY DATE **CCV NUMBER** ?

MONTH ▼ Year







Select "Go To Training" (Red Circle)



Purchase Complete

Thank you for choosing etrainu

Your payment was successful and your receipt has been sent to your email address:

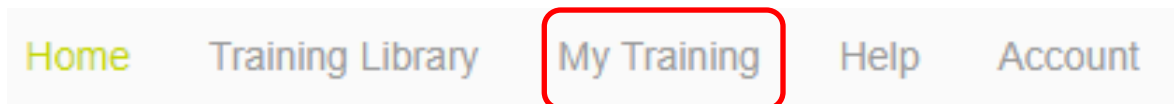
You will now be directed to your online training.

GO TO TRAINING



Step 3 – Pre-Course work

You can access your courses from the “My Training” section (Red Circle)



The TFA Level 1 Referee and the Community Officiating General Principles (COGP) courses will appear in your “My Training” section (Red Circle).

Before accessing the Level 1 Referee course you will first need to complete the Community Officiating General Principles course. To enter the training select “View” (Purple Circle)

A course card for 'TFA - Level 1 Referee'. At the top is an orange shield logo with 'TOUCH FOOTBALL REFEREE LEVEL 1' and the Touch Football Australia logo. Below the logo, the title 'TFA - Level 1 Referee' is displayed in green. Underneath, the following details are listed: 'Type: Course Bundle', 'Accessible Since: December 11, 2019', 'Status: IN PROGRESS', and 'Author: Touch Football Australia'. In the bottom right corner, there is a green 'VIEW' button with a purple border.



Once you have entered the course bundle, select “start” for the COGP course (Red Circle)

My Training > TFA - Level 1 Referee

TFA - Level 1 Referee

Filter By Show Expired Training

SPORT AUS

Community Officiating General Principles

Type: Course
Accessible Since: February 08, 2020
Status: NOT STARTED
Author: Touch Football Australia

START

TOUCH FOOTBALL AUSTRALIA

REFEREE LEVEL 1

TFA - Level 1 Referee Course

Type: Course
Accessible Since: February 08, 2020
Status: NOT STARTED
Author: Touch Football Australia

You must first complete the following before starting:
TFA - Community Officiating General Principles Course

Select “View Slides” (Red Circle)

Community Officiating General Principles

Touch Football Australia (TFA) is committed to providing best practice in Australia in Sport Education. As such TFA has in place a Sport Education Framework (Framework), a copy of this framework can be found [here](#).

Sport Australia has developed the Community Officiating General Principles (COGP) online course to assist officials in learning the basic skills they will need to officiate effectively. The COGP course is a prerequisite for the Level 1 TFA Referee course as outlined in the Framework and takes 2-4 hours to complete.

The COGP course is available free of charge to Australian Officials, and can be accessed through the Sport Australia learning portal which can be accessed [here](#). If you don't already have an account, you will be required to create a login. Upon completion of the course you will receive access to your certificate.

Once you have received your certificate please click on the 'Take Assessment' button to upload a copy.

Current Stages		
1. Community Officiating General Principles	Not Started	View Slides



If you are yet to complete the COGP course select “Start” (Black Circle)

Please skip the following step if you have previously completed the COGP course select “Take Assessment” (Red Circle) to upload your certificate.

Community Officiating General Principles

Touch Football Australia (TFA) is committed to providing best practice in Australia in Sport Education. As such TFA has in place a Sport Education Framework (Framework), a copy of this framework can be found [here](#).

Sport Australia has developed the Community Officiating General Principles (COGP) online course to assist officials in learning the basic skills they will need to officiate effectively. The COGP course is a prerequisite for the Level 1 TFA Referee course as outlined in the Framework and takes 2-4 hours to complete.

The COGP course is available free of charge to Australian Officials, and can be accessed through the Sport Australia learning portal which can be accessed [here](#). If you don't already have an account, you will be required to create a login. Upon completion of the course you will receive access to your certificate.

Once you have received your certificate please click on the 'Take Assessment' button to upload a copy.

Current Stages	
1. Community Officiating General Principles	Not Started
Community Officiating General Principles	OPEN

Buttons: Start (black circle), Take Assessment (red circle), Hide Slides (green)

The COGP is an external course provided by Sport Australia, to access it click “About the Course” (Red Circle) on the slide. To upload your certificate click “Take Assessment” (Black Circle).

my training | community officiating general principles | view a slide

SPORTAUS COMMUNITY OFFICIATING GENERAL PRINCIPLES

The Community Officiating General Principles course is a prerequisite (Module 1) for all Touch Football Australia officiating courses.

The course has been developed to assist officials to learn the basic skills they will need to officiate effectively.

The course is free of charge to Australian officials.

Officials must create a new login.

Click the link for further information about the course and how to complete it via the Sport Australia portal.

ABOUT THE COURSE

@ Once you have received your certificate please click on the 'Take Assessment' button to upload a copy.

Take Assessment 1/1 Click here to return to Stages





To upload your certificate please click "Upload" (Red Circle)
Once you have uploaded your certificate select "Submit" (Black Circle)



Note:

You will be automatically **logged out after 45 minutes** of inactivity.
Please click the save progress button to reset your session.

Save Progress

Community Officiating General Principles

Questions

Question 1

Once you have completed the Community Officiating General Principles course please upload your certificate below.

Upload

Submit Cancel



Step 4 – Face to Face Course Enrolment

While you wait for a TFA Assessor to verify your Sport Australia certificate you can look at the calendar to book into the face-to-face components of the Level 1 Referee course (Black Circle) Click “Start” (Red Circle)

My Training TFA - Level 1 Referee

TFA - Level 1 Referee

Filter By Show Expired Training

SPORT AUS

Community Officiating General Principles

Type: Course
Accessible Since: October 11, 2019
Status: COMPLETE
Author: Touch Football Australia

VIEW

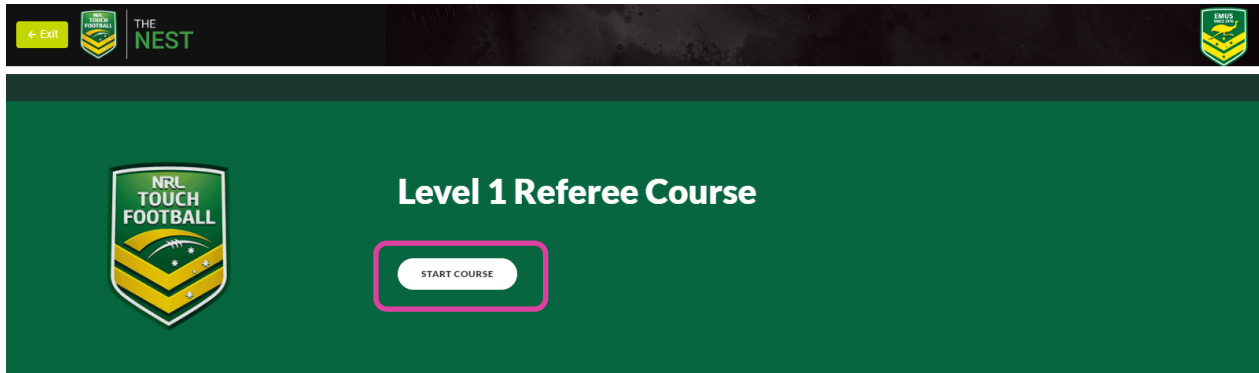
TFA - Level 1 Referee Course

Type: Course
Accessible Since: December 11, 2019
Status: NOT STARTED
Author: Touch Football Australia

START

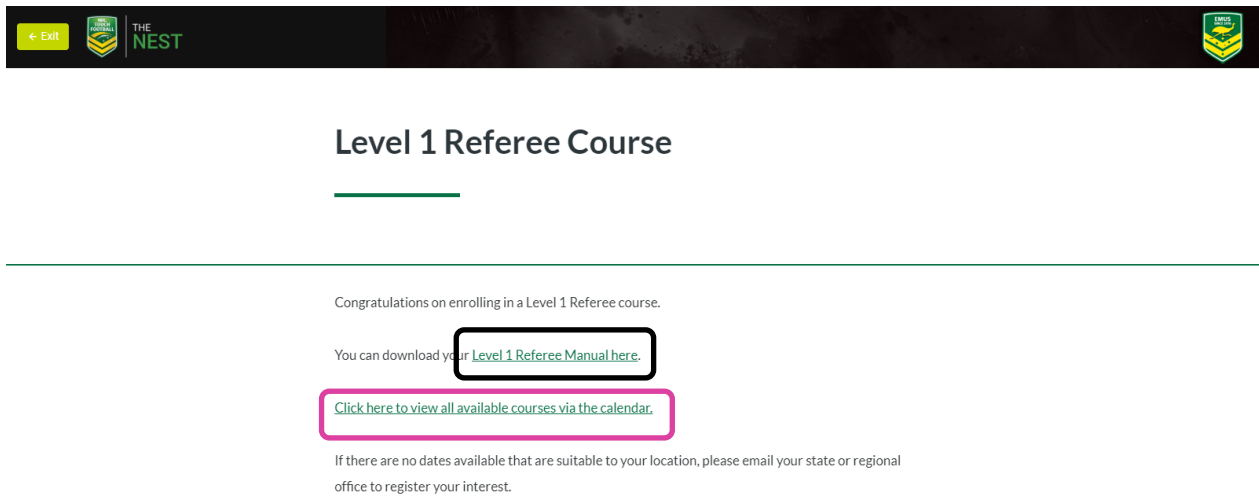


To enrol in your course select “Start Course” (Pink Circle)



Download your Referee manual (Black Circle)

Select “Click here to view all available courses via the calendar” (Pink Circle).





Select the appropriate date for your course from the calendar (Example below)

The screenshot shows the 'Event Enrolment' interface. At the top, there are search filters for 'Clubs' and 'Courses'. The 'Courses' filter is set to 'TFA - Level 1 Referee'. Below the filters is a calendar for August 2019. The date 10th August is highlighted in yellow, and a tooltip for '1p Level 1 Referee Course' is visible over it.

Click on the appropriate date and you will then see further details relating to the course such as location, venue and time (Example below)

The screenshot shows the details for the 'Level 1 Referee Course' on 10th August 2019. The event description is 'Alice Springs Touch'. The contact information is 'Alice Springs Touch Association'. The course is 'TFA - Level 1 Referee'. The learning sessions are on 10/08/2019 from 13:00 - 17:30 at Alice Springs, Alice Springs NT. The location special instructions are 'Meet at location specified by the Alice Springs Touch Association'. The 'Enrol' button is highlighted with a pink circle.

Once you have clicked you will see a booking sheet, click “Enrol” (Pink Circle).

You will receive a confirmation email regarding your enrolment.

If you have any issue or concerns please contact National Education and Policy Manager James Sharp james.sharp@touchfootball.com.au