

KNOWLEDGE SHARING PLATFORM FOR TAX ADMINISTRATORS

Quick Guide For Accessing Online Courses

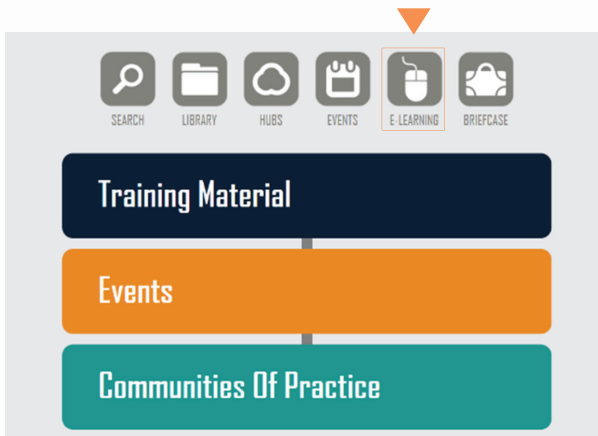
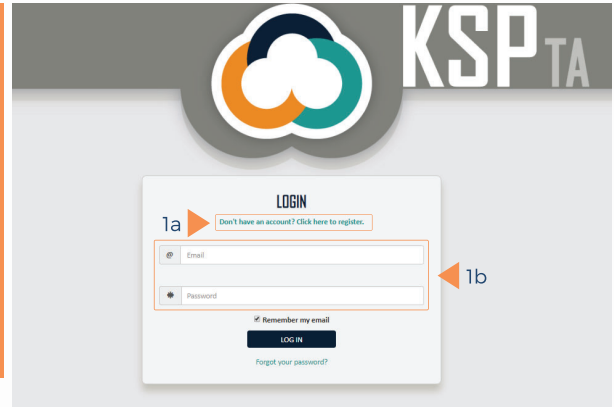


BROWSE OR SEARCH FOR A COURSE

1

Go to www.ksp-ta.org

1a) Register, if you don't have an account; or
1b) Login



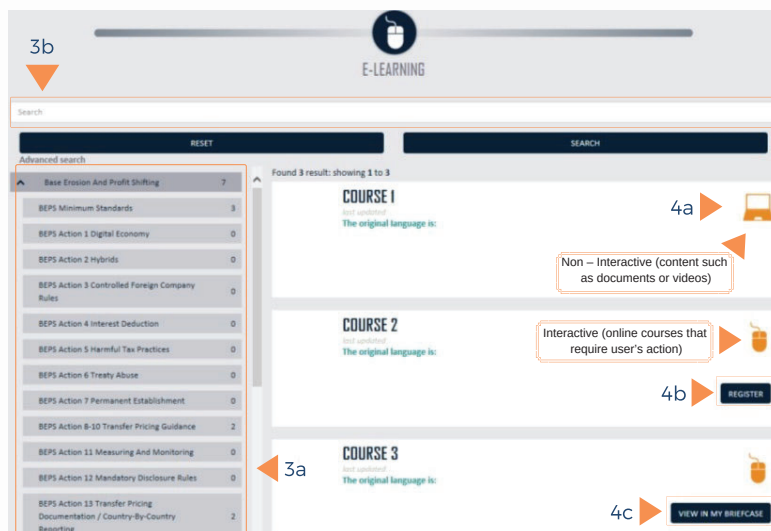
Click on "E-LEARNING"

2

3

3a) Click on a topic, then click on a subtopic to browse; or

3b) Search by entering a key word (e.g OECD)



A listing of the e-Learning courses is displayed:

4a) Click "VIEW IN MY BRIEFCASE" to view; or

4b) Click on "REGISTER"; or

4c) If already registered, click on "VIEW IN MY BRIEFCASE"

4

ACCESS REGISTERED COURSE

1

Click on "BRIEFCASE"



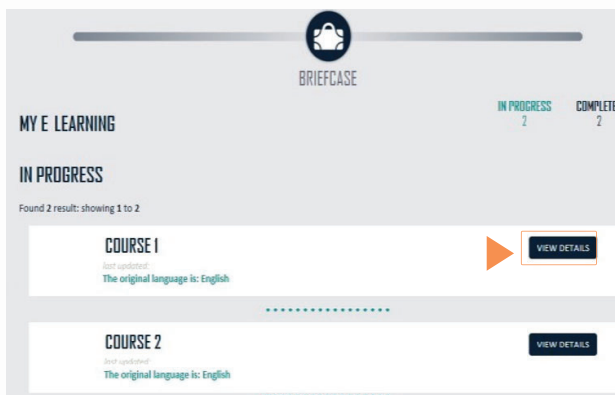
2

Click on "MY E-LEARNING"



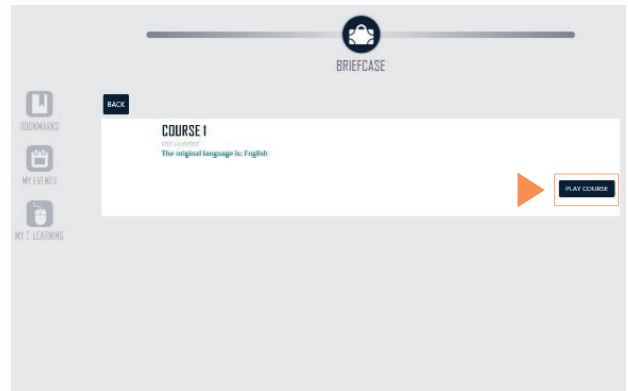
3

Click on "VIEW DETAILS"



4

Click on "PLAY COURSE"



VIEW COURSE STATUS

"IN PROGRESS"



"COMPLETED"

