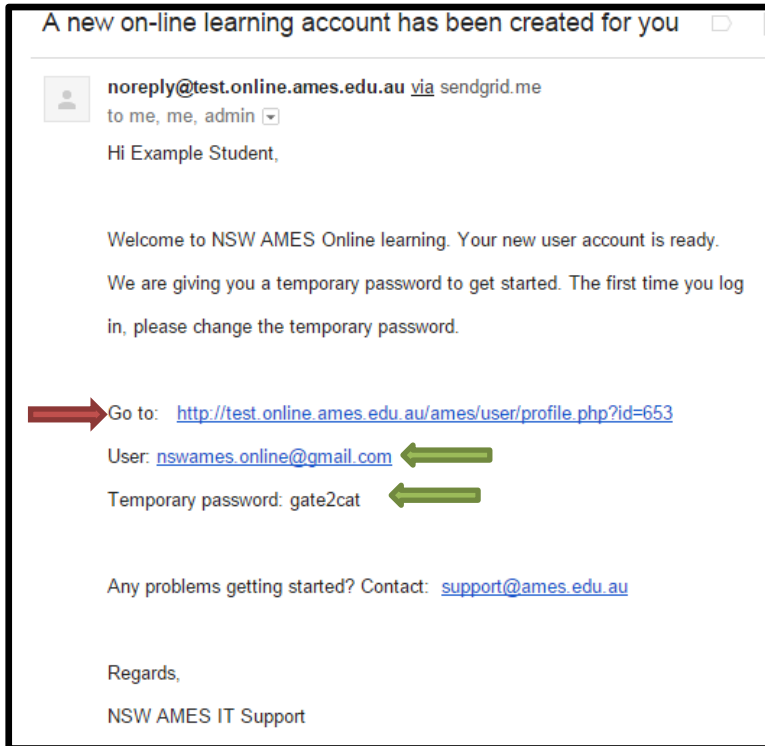


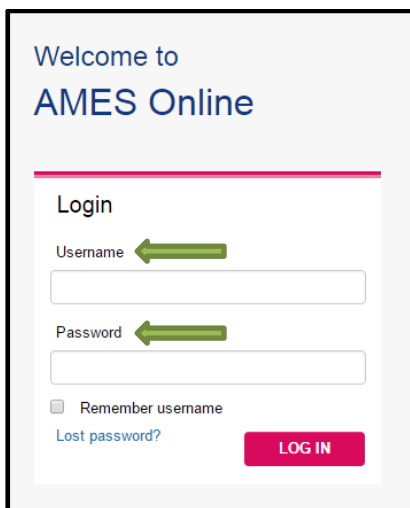
# NSW AMES Online:

## Logging on for the first time

1. You will get an email like this – with a link and your log in details (User name and temporary password).



2. Go to the link.
3. Put in your user name and temporary password from the email.



Welcome to  
AMES Online

Login

Username

Password

Remember username

[Lost password?](#)

LOG IN

4. Log in.

5. Now you go here to change the temporary password. Start by putting in the temporary password. (Current = the temporary password from the email).

NSW GOVERNMENT | AMES

My home / My profile settings / Change password

You must change your password to proceed.

Change password

Username  
nswames.online@gmail.com

Current password\*  
Required  
\*\*

New password\*

New password (again)\*

6. Now think of a new password (your password) and put it in twice. Click on **Save changes**.

New password\*

New password (again)\*

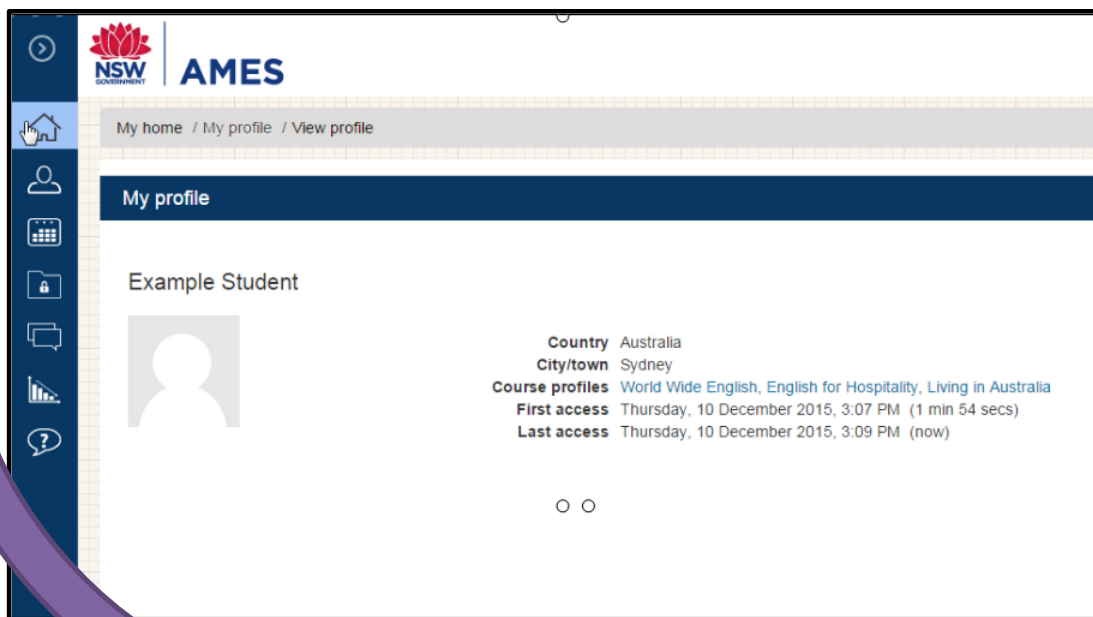
Save changes

7. Then you see this – so click **Continue**.

Password has been changed

Continue

8. This is what it looks like:



9. The left hand menu has your own personal sections. Learn about these later.

10. To see your courses click on the top one.



## 11. It looks like this with these or other courses:

The screenshot shows the NSW AMES Home page. At the top left is the NSW Government logo and the AMES logo. Below it is a navigation bar with icons for home, user profile, calendar, lock, chat, and help. The main content area is titled 'Home' and features a 'Course Overview' section. This section lists three courses: 'World Wide English', 'Language Level Guides', and 'Work Communications'. Each course has a small image, a title, a description, and a progress bar. 'World Wide English' and 'Language Level Guides' have a 'Start course' button, while 'Work Communications' has a 'Continue course' button.

## 12. Click on **Start course** for one of your courses.

**Start course**

## 13. Inside looks like this:

The screenshot shows the 'World Wide English' course overview page. At the top is the course title and a 'Your progress' indicator. Below is a list of units under the heading 'World Wide English 1'. Each unit is represented by a folder icon, a title, and a checkbox. The units are: 1.1.1 Introductions, 1.1.2 Personal details, 1.1.3 A job, 1.2.1 Important people, 1.2.2 Habits and routines, 1.2.3 My home, 1.3.1 My place, 1.3.2 Filling out forms, 1.3.3 Clubs, 1.4.1 Getting together, 1.4.2 Party planning, 1.4.3 Party time, 1.5.1 That time of year, 1.5.2 Where do you ...?, and 1.5.3 A popular choice.

## 14. Click on a unit. Wait for it to open. 1.1.1 Introductions

15. Inside can look this (this is World Wide English). Find the **START** button and you are ready to go.

