

# WNYPGA Academy User Manual

**Step #1: Create an account or login to access the provided Courses. (All provided courses are listed under the Courses tab at the Top Left of the login page)**

📊 Courses

CREATE ACCOUNT



Sign In

E-mail (or) Username  
sbartkowski@pgahq.com

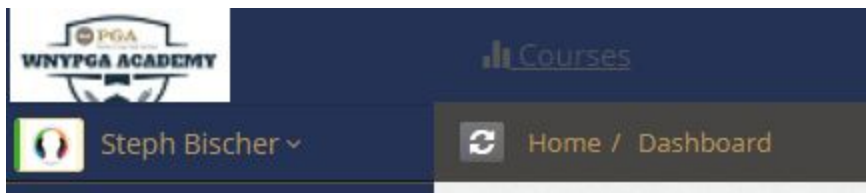
Password  
\*\*\*\*\*

Forgot password?

Stay signed in

Sign In

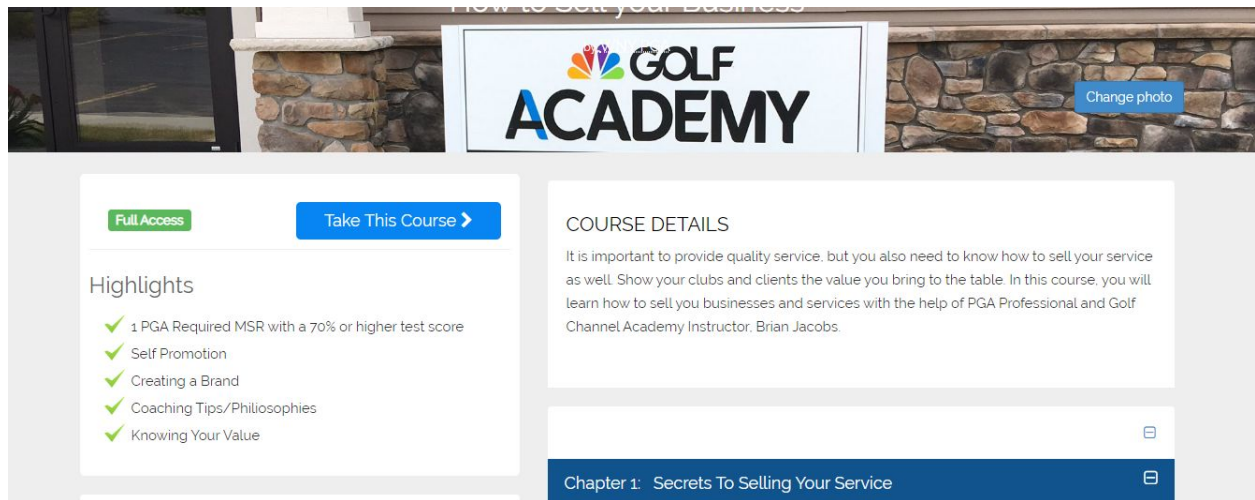
**Step #2: After logging in, click the “Courses” tab on the top of the page to access the Courses**



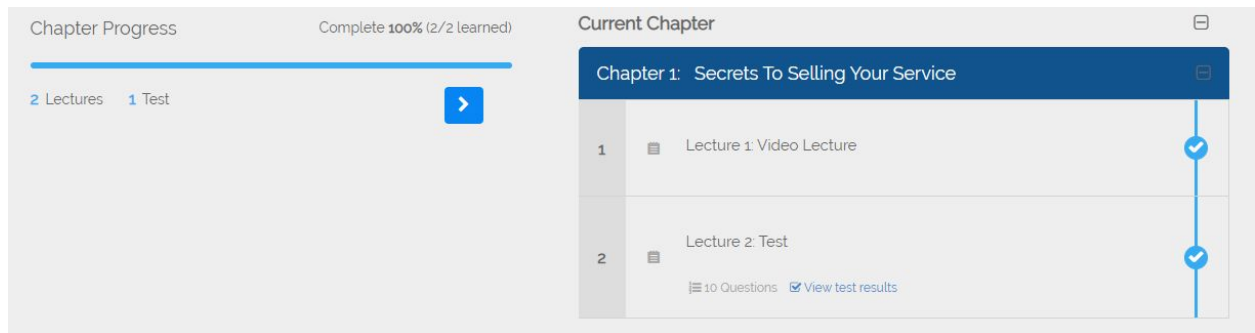
**Step #3: On the Courses Screen, select the course you would like to take**



**Step #4: When you access the course, select “Take This Course” to begin the Chapter**



**Step #5: Select Lecture 1 and watch the full video to move forward**



**Step #6: After finishing the video, click the forward arrow in the top right corner of the page to continue with the course**

Chapter 1: Secrets To Selling Your Service | Lecture 1: Video Lecture

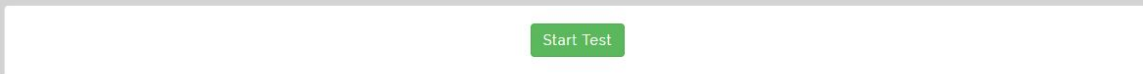
✔ LEARNED



**Step #7: When you arrive at the Test Lecture, click the “Start Test” button to begin**

Chapter 1: Secrets To Selling Your Service | Lecture 2: Test

✔ LEARNED



**Step #8: Read the instructions and then click the “Start Test” button at the bottom of the page**

### Instruction

**Step 1.** We recommend using either Chrome or Firefox for a better test taking experience.

**Step 2.** Do Not Use the **Back** Button on your browser during the test once you have begun taking the test. This will produce negative results.

**Step 3.** Review all of your answers before submitting the test. Make sure you have not accidentally changed your response to a question or made a typographic mistake.

**Step 4.** When you are satisfied with the result make sure you finish by clicking the SCORE TEST button at the right bottom of the screen. Click the SCORE TEST Button **ONLY ONCE!** After you submit the test answers, you will receive a score immediately.



Total time : Timer off | Total questions : 10

**Step #9: Select the best answer and then move to the next question by clicking “Next”**

The best approach to students is humility.

Answer

A.  True

B.  False

Mark this item for later review

← Previous

Next →

☰ Review All

**Step #10: After completing all of the questions, click “Review All” to go over your answers. Then click “Score Test,” to finish the test.**

## Test Final Review

Total Questions **10**

<input type="checkbox"/> <a href="#">1</a> <input checked="" type="checkbox"/>	The best approach to students is humility...	<input type="checkbox"/> <a href="#">2</a> <input checked="" type="checkbox"/>	As an instructor, what is less important?...
<input type="checkbox"/> <a href="#">3</a> <input checked="" type="checkbox"/>	An instructor should make less money when wor...	<input type="checkbox"/> <a href="#">4</a> <input checked="" type="checkbox"/>	Mind set is not the key to success...
<input type="checkbox"/> <a href="#">6</a> <input checked="" type="checkbox"/>	Brian Jacobs has a Masters Degree in...	<input type="checkbox"/> <a href="#">5</a> <input checked="" type="checkbox"/>	Everyone you see is a potential client...
<input type="checkbox"/> <a href="#">8</a> <input checked="" type="checkbox"/>	Instagram has how many followers?...	<input type="checkbox"/> <a href="#">7</a> <input checked="" type="checkbox"/>	Which of the 4 Pillars contributes to the hig...
<input type="checkbox"/> <a href="#">10</a> <input checked="" type="checkbox"/>	Why do student stay?...	<input type="checkbox"/> <a href="#">9</a> <input checked="" type="checkbox"/>	Who is the author of the quote: "A brand is n...

Review All

Score Test

**Step #11: Review Test score and click “Review Answers” at the bottom of the page to see correct answers. Then click on the Forward Arrow in the Top Right corner to finish the test**

Brian Jacobs Golf

Chapter 1: Secrets To Selling Your Service | Lecture 2: Test LEARNED

**Brian Jacobs - Secrets to Selling Your Services**

Student : WNY PGA  
May 18, 2020 04:01PM UTC

**Test Information**

Number of Questions: 10	Date: 18 May 2020
Questions Scored: 10	

**Your Test Score**

Your score:	<div style="width: 80%; background-color: green; height: 10px;"></div>	80% (8/10)
Passing score:	<div style="width: 70%; background-color: red; height: 10px;"></div>	70% (7/10)
Grade:	Pass	

**Step #12: Click the “x” symbol in the top right corner to return to the Course Home Page**

Brian Jacobs Golf

Chapter 1: Secrets To Selling Your Service | Lecture 2: Test LEARNED

**Step #13: Click the “< Back” button to return to the Courses Home page**

Full Access Take This Course >

**Highlights**

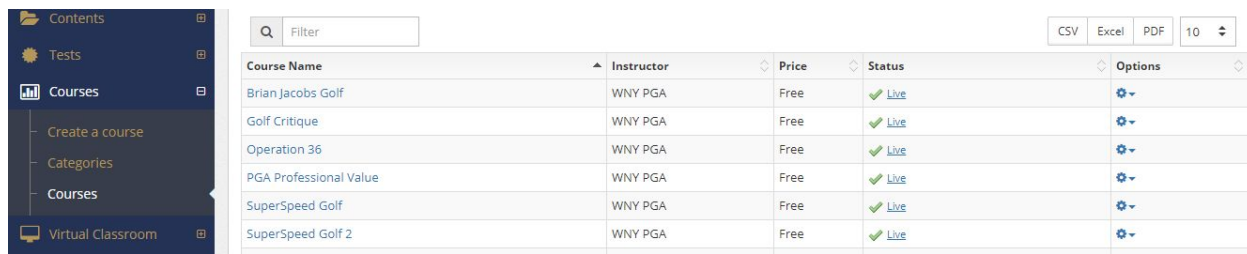
- ✓ 1 PGA Required MSR with a 70% or higher test score
- ✓ Self Promotion
- ✓ Creating a Brand
- ✓ Coaching Tips/Philosophies
- ✓ Knowing Your Value

**COURSE DETAILS**

It is important to provide quality service, but you also need to know how to sell your service as well. Show your clubs and clients the value you bring to the table. In this course, you will learn how to sell you businesses and services with the help of PGA Professional and Golf Channel Academy Instructor, Brian Jacobs.

Chapter 1: Secrets To Selling Your Service
☰

## Step #14: Repeat steps 3-13 for additional courses



The screenshot shows a course management interface. On the left is a dark blue sidebar with navigation options: Contents, Tests, Courses (selected), Create a course, Categories, and Virtual Classroom. The main area features a search bar with the text 'Filter' and a table of courses. The table has columns for Course Name, Instructor, Price, Status, and Options. The courses listed are: Brian Jacobs Golf, Golf Critique, Operation 36, PGA Professional Value, SuperSpeed Golf, and SuperSpeed Golf 2. All courses are priced at 'Free' and have a 'Live' status. The interface also includes buttons for 'CSV', 'Excel', and 'PDF' exports, and a page size selector set to '10'.

Course Name	Instructor	Price	Status	Options
Brian Jacobs Golf	WNY PGA	Free	Live	⚙️
Golf Critique	WNY PGA	Free	Live	⚙️
Operation 36	WNY PGA	Free	Live	⚙️
PGA Professional Value	WNY PGA	Free	Live	⚙️
SuperSpeed Golf	WNY PGA	Free	Live	⚙️
SuperSpeed Golf 2	WNY PGA	Free	Live	⚙️

For additional information or any questions, please contact Steven Bartkowski at [sbartkowski@pgahq.com](mailto:sbartkowski@pgahq.com).