

## Required Identification

Access to GCSS-Army Web-Based Training (WBT) depends on these factors:

1. The student must possess a valid AKO (Army Knowledge Online) ID and password, or CAC
2. The AKO ID must be recognized by the ALMS (Army Learning Management System) database

Please contact your supervisor or SASMO regarding assignment of an AKO ID. The AKO mailbox must remain open and available for delivery of information. 'Generic' IDs are not permitted.

## Hardware and Software Prerequisites

**Note:** The GCSS-Army WBT may be taken on most PCs, but can also be completed on AGM (Army Gold Master) laptops. If you are using another kind of PC, please ensure that you have the following prerequisites for hardware and software before attempting to use the GCSS-Army training materials. Hardware and software information is available under **My Computer** (right click) → **Properties**. Internet versions are available in Internet Explorer under the **Help** → **About** menu.

### Hardware

CPU:	Windows Pentium class machine, 1.2 GHz or higher preferred. Apple products not supported.
RAM:	2GB minimum (more is better)
Video:	Card & display must support 1024 X 768 at 96dpi, 32 bit color quality (high) preferred
CD-ROM:	If CD-ROM is used as alternative delivery device, it must be accessible to the s/w; including any drive letter (DFAS USERS, PLEASE TAKE NOTE!)

### Software

O/S:	<u>The GCSS-Army WBT is certified on Windows XP and Win 7 only.</u> Not recommended for Windows Vista. Do not use on Macintosh operating systems.
Browser:	I/E 8 (minimum) or I/E 9 (preferred). Not recommended for Mozilla Firefox. Cookies must be <i>enabled</i> . The pop-up <u>blocker</u> must be <b>disabled</b> . Browser pop-up windows must be <i>enabled</i> . Compatibility mode should <i>off</i> .
Output:	None required. Work products cannot be saved. ALMS certificates will print on any standard networked or attached printer.

**CAUTION:** Clear your Internet cache before starting WBT training. [Delete all temporary files.]

## A Note about Network Speeds for GCSS-Army WBT

The ALMS system is heavily utilized, both in terms of number of courses offered and number of students taking those courses. Consequently, response time can be slow during periods of heavy use – as much as several seconds to turn the page of a GCSS-Army lesson, and over a minute to launch a simulation. GCSS-Army has absolutely no control over network speeds.

To avoid problems with your ALMS session in AKO, please do the following:

1. Clear your Internet browser cache before starting GCSS-Army WBT. (The 'cache' is a part of the Internet browser that remembers what Web sites you have visited, and tends to accumulate a lot of temporary files). Also delete unneeded 'cookies' – bits of information kept on your PC by web sites you have visited which identify you when you visit the website again.

To clear the cache, open your Internet browser, pull down the **Tools** menu, and select **Internet Options**. On the **General** tab, the **Browsing History** options are the second set shown. Click **Delete**, then **Delete All** in the next menu. (If your security settings do not allow **Delete All**, delete the temporary files and 'cookies' instead).

2. Click buttons and menu items only once. Normally, the GCSS-Army options will change color or 'press' themselves in a three-dimensional fashion to show that they have been 'clicked'. Once the button changes, the request has been sent to the ALMS, and clicking again has no effect (or may cause JAVA exception errors). An example of a changing button is shown below.



Figure 1. NEXT button - original (left) and clicked (right).

3. Wait for screens to open completely, including all backgrounds. Attempting to access items, select options, add data, or print screens should not be done until the *entire* image appears.
4. Try logging into AKO and ALMS in non-peak periods to improve your system's response time. Least busy periods are before 0800 and/or after 1800. Also, try to avoid Monday mornings from 0800-1000, and Friday afternoons from 1400-1700, when the site is busy.

## GCSS-Army WBT on Alternate Web Sites

The ability to take the GCSS-Army WBT courses from another web site (such as [www.gcss.army.mil](http://www.gcss.army.mil)) exists, but this website contains only the GCSS-Army lessons (no tests, no survey, no certificates). To be considered certified, a student would have to also log on to the ALMS, register for the courseware, and then take the requisite exams. Click the **Training** tab on the website home page for more information.



Figure 2. GCSS-Army Web Site.

## GCSS-Army WBT on Your Desktop

The ability to take GCSS-Army WBT courses through the ALMS SABA 5.5 player is not yet enabled.

The ability to take the GCSS-Army WBT courses offline on a PC desktop is only available through the GCSS-Army EUM+ product, as long as the student is behind the \*.MIL firewall. See p. 10.

## GCSS-Army WBT on CD-ROM

This option should be reserved for the *most* extreme situations (very long distance from server, lack of AKO credentials, extremely short ramp-up time, etc) and requires pre-approval by GCSS-Army management, as it involves remaking the courses in a different format. Security issues (control of courseware, markings, and mailing of media) also become important factors. For additional information or to request alternate media, please send an e-mail to the Training inbox (see Appendix).

Name ▲	Type	Date Modified
1-GCSS-Army Overview	File Folder	4/13/2012 9:48 AM
2-Basic Navigation [JAVA]	File Folder	4/13/2012 10:19 AM
3-Using GCSS-Army Reports	File Folder	4/13/2012 10:20 AM
4-Retail Supply Overview	File Folder	4/13/2012 10:02 AM
5-Materiel Management Overview	File Folder	4/13/2012 9:55 AM

Figure 3. CD-ROM File Structure (partial).

## GCSS-Army WBT for the Army National Guard (ANG)

The GCSS-Army WBT lessons have been deployed to the GuardU system for Army National Guard soldiers. Please request the Quick Reference Guide for this system by sending e-mail to the GCSS-Army Training inbox (see Appendix).

## GCSS-Army WBT via EUM+

A user can review GCSS-Army WBT *without* login credentials for the production GCSS-Army system. WBT courses can be reviewed through the End-User Manual Plus (EUM+) option, *available only in the .MIL environment* using the link below. Please note, however, that WBT certification is NOT available using this option.

To access the WBT via EUM+, follow the steps below:

1. Launch your Internet browser and enter the following URL:

[https://www.gcass-army.army.mil/GCSS-ARMY/Garmy\\_jump.HTM](https://www.gcass-army.army.mil/GCSS-ARMY/Garmy_jump.HTM)

2. The following screen will appear:



Figure 4. EUM+ Front Screen.

3. Click any of the hyperlinks for the main Business Areas to display a menu similar to the following. (Not all links on this screen have associated WBT lessons.)



Figure 5. Launching WBT from the EUM+.

- To launch the lesson from this screen, click the **Web-Based Training (WBT)** link in the middle of the screen. The lesson's WBT information will appear in a few seconds.

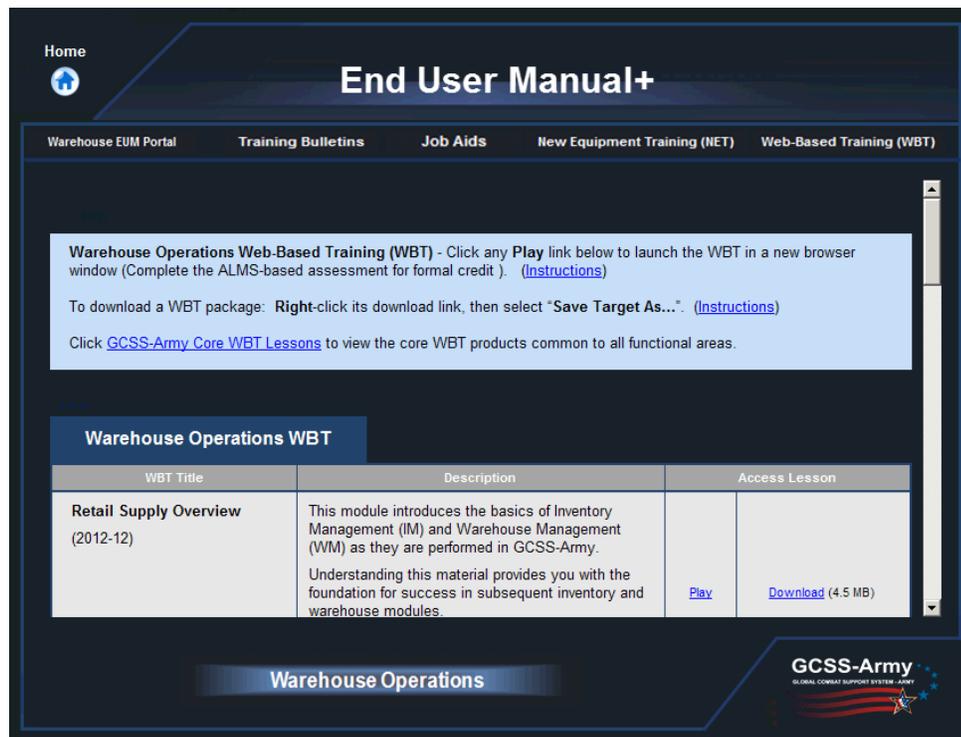


Figure 6. EUM+ Options.

5. **Right-click** the download link for the WBT lesson you are interested in. Select **Save Target As...**, then save the file to your desktop. (It is also possible to play the lesson from your current location by clicking **Play**, but downloading is the preferred option, as it avoids network traffic during the lesson.)

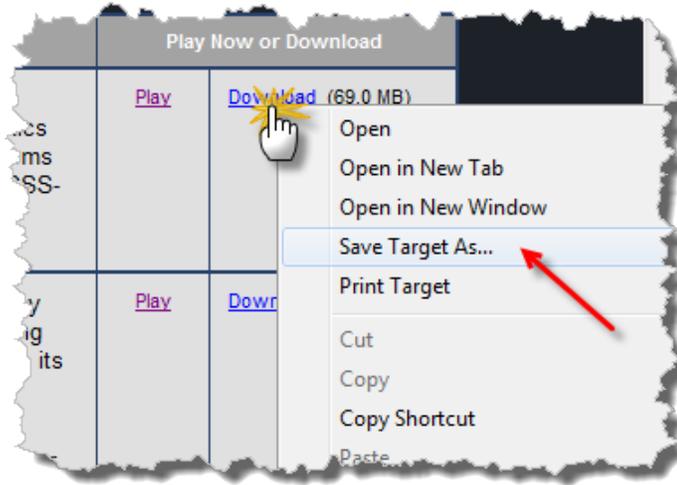


Figure 7. Downloading WBT from EUM+.

6. **Right-click** the zip file you downloaded (for example:  GCSS-Army\_Overview\_(WBT).zip ) and extract (unzip) its contents to the desktop. A **folder** and a **launch link** will display on the desktop (as shown below):



Figure 8. Launch Link.

7. Double-click the **Launch...** link to run the WBT. To ensure the best learning experience possible, follow the instructions on the opening page of the WBT module carefully.

**Notes:**

1. Always keep the launch link and the folder in the same location. If you decide to remove them from the desktop, make sure to file/store them both together. Failing to do this will disable the launch link.
2. If the launch link is lost or deleted, open the WBT folder and double-click the **\_start\_here.html** file to launch the WBT lesson directly.