

The *Transition GPS (Goals, Plans and Success)* Virtual Curriculum on JKO is part of the broader Transition Assistance Program redesign to deliver outcomes-based training based on career readiness standards to better prepare service members for successful transition from military to civilian life. The virtual curriculum does not replace classroom training, but is a critical component of the new program to ensure accessibility for all Service members and enable the objective to integrate transition considerations earlier as part of the full military lifecycle. Continuous availability of the virtual curriculum allows service members to self-educate and potentially use the information to shape military career decisions as an integrated path toward transition to civilian life. JKO is the learning management system and courseware development toolkit for developing, delivering, tracking and reporting online training, and the staff of experts in instructional design and distributed learning technology. This team worked collaboratively with instructional experts from the Department of Defense and the Veterans Affairs, Labor and Education departments, as well as the Small Business Administration and the Office of Personnel Management to develop the Transition GPS Virtual Curriculum, ensuring all training modules are based on learning objectives and performance assessments to meet career readiness standards. Follow these easy steps to access the Transition GPS Virtual Curriculum on JKO.

# Transition GPS Virtual Curriculum on



**Create JKO Account.** Go to <https://jkodirect.jten.mil>. In the “CAC Login” box select “Login using my CAC.” Non-CAC users follow instructions provided under the “Login Options” section on the login page to submit an account request to the JKO Help Desk.



**Select a course.** Select the “Course Catalog” tab at top of the page and search for Transition GPS course(s) using the search field above “Prefix” or “Title.” Enter “TGPS” and select the “Search” button. Your screen will update showing all TGPS courses. You can also browse the catalog using key words such as “Transition Overview” or “Federal Employment” in the search box above the “Title” column, select “Search” and it will return a listing of all courses in the JKO database containing the key word in the title.



**Take course(s).** To enroll in a course select the “Enroll” button associated with it in the “Course Status” column and “Continue” to confirm your selection. You can start the course immediately by selecting the “Launch” button. To start the course at a later time, or resume a course previously started, select the “My Training” tab at the top of the page and click the “Launch” button within the course listing. The course title and “Resume” button will remain in the course listing until you have completed the course.



**Receive course completion certificate(s).** After completing a course the record transitions from the course listing in “My Training” to the “Certificates” tab. This triggers a completion notice you will receive by email. To access and print course completion certificates, select the “Certificate” tab and the “Certificate” icon in the “Certificate” column at the right of the course title. Your course completion certificate will display for printing and saving. For a complete listing of JKO course completions select the “Transcripts” link in the upper right corner of the page.



**JKO Mobile for eBooks and Job Aids.** The JKO Mobile App is a free download for Apple and Android devices (phones and tablets). Use it to download eBooks on Transition GPS Accessing Higher Education Participant Workbook, Transition GPS Military Occupation Code Crosswalk, and Transition GPS Personal Financial Planning Participant Workbook. Using the JKO Mobile app, select “Public Access” and go to “Library.” Find the desired Transition GPS content and select the “yellow” download icon and the “green arrow” to open downloaded content.