

GOLDEN STARS ACADEMY

God is Able

Quick guide to using the Student Portal

2025/2026 Academic Session

1. Logging In

1 Open any browser

Go to gsa.com.ng or <http://localhost:8000>

2 Click Students

Purple button in the top navbar

3 Enter your Admission Number

Your Admission Number is BOTH your username AND your password

4 Click Sign In

You are now in your Student Dashboard

■■ **Important:** Your Admission Number is your login. Example: GSA/2026/001. Keep it private — do not share it.

2. Viewing Your Results

1	Dashboard → Report Card
2	Select the term e.g. Third Term 2025/2026
3	View all subjects CA1, CA2, Exam score, Total, Grade, Remark per subject
4	Print your report card Click Print button

■■ **Important:** Results only appear after your teacher uploads them AND Admin approves them.

3. Assignments

Dashboard → Assignments or sidebar link. Each assignment shows the full instructions, due date, and marks.

1	Click Submit Assignment Opens a submission form
2	Type your answer Large text area — write your full response
3	Or attach a file PDF, Word doc, or image of your work
4	Click Submit Timestamped submission recorded
5	Check for feedback Your score and teacher's feedback appear on the same card

■■ **Important:** Do not close the browser mid-submission. Submit before the due date — late submissions are timestamped.

4. CBT Exams

1	Dashboard → CBT Exams Only tests for your class appear
2	Click Start Test Read instructions carefully first. Timer starts immediately.
3	Answer each question MCQ: click one option. True/False: click True or False. Short: type answer.
4	Navigate questions Previous and Next buttons or click question number
5	Click Submit Or exam auto-submits when timer hits 00:00
6	View result Score, pass/fail, and answer review appear immediately

■■ **Important:** Do NOT close the browser or refresh during a CBT exam. Your answers may be lost.

■ **Tip:** Make sure you have the full duration available before starting. Find a quiet place with stable internet.

5. Timetable & Tips

Dashboard → Timetable shows your weekly class schedule. Print it and keep it in your notebook.

Tips for Success

- Check your portal every day for new assignments and tests
- Print your timetable and keep it in your notebook
- Check your results immediately after each term
- Use Chrome or Edge browser for the best experience
- Take CBT exams in a quiet place with stable internet
- Submit assignments early — do not wait until the last minute
- Show your parent how to check your results on the Parent Portal

Golden Stars Academy — God is Able | Study hard, dream big, never give up!