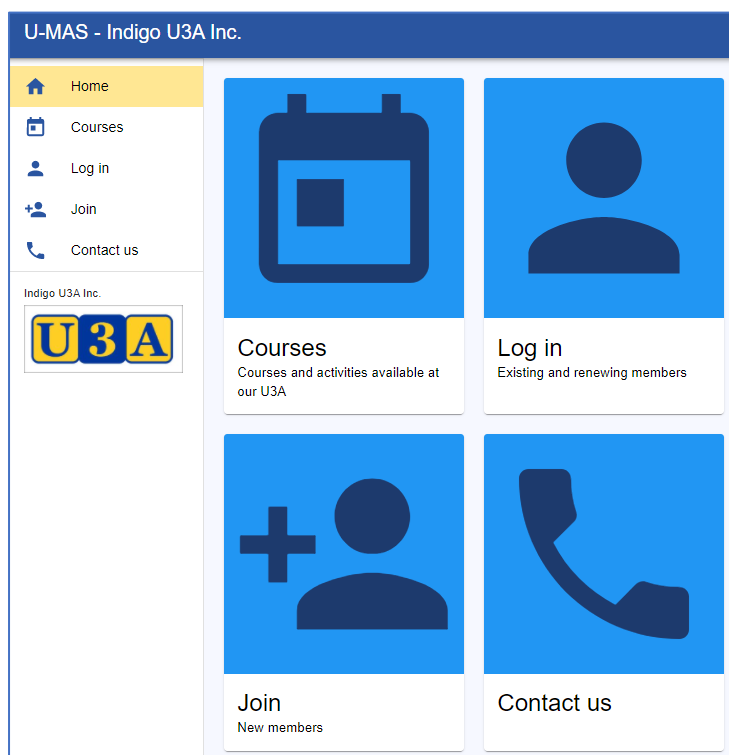


Enrolment Instructions for Members

1. Go to www.indigou3a.net website and click on **Member Login** top right of the home page
2. The following page appears



Tip. You can use a Tablet or a Smartphone. The display will adjust to screen size.

3. Click on Login

The screenshot shows the "Log in" page. At the top, the text "Log in" is displayed in a large font. Below this, there are two input fields: "Member no. or email address *" and "Password *". The password field has a small eye icon to its right. Below the input fields is a blue "SUBMIT" button. Underneath the button is a section titled "Help links" which contains four links, each with a question mark icon: "Forgot password? Reset password", "Not a member yet? Join up", "Forgot member number? Retrieve member number", and "Forgot all login details? Retrieve member details".

4. Login using Member No (or email address) and Password.

5. After successful login you will see My Membership details (incomplete screen shown)

My Membership

To update your details, simply edit the form below, and then click the SAVE button at the bottom of the form. You can also change your [PASSWORD](#) and view your [enrolments](#) and [invoices](#).

Member Number	800	Member Type	XTESTMBR
Membership Active	No	Membership Expiry	19 Jul 2019

First name *	Tier zero member	Surname *	MB test
--------------	------------------	-----------	---------

Preferred name	
----------------	--


Street *	1 Harper Street		
Suburb *	Beechworth	Postcode *	3747
State *	VIC		

Tip. Check your Membership Details are correct and update if needed. Note, the save button at the bottom doesn't appear until a change has been made.

6. Click on Courses in the Menu on the left (incomplete screen shown)







Courses

HELP








Current timetable (1 Jan 2021 - 1 Feb 2022) 

Courses: 1-20 of 20 FILTER |< < > >|

New course
New

Course		Dates
Christmas Cocktail Party	 New	8 Dec 2021 
One Hour MBA - business insights	 New	23 Nov 2021 
Ramblings of a Zoologist	 New	25 Nov 2021 

New course
Not new

Course		Dates
Bike Riders		4 Feb 2021 - 18 Dec 2021 
Coffee Mornings	 Enrolled	26 Feb 2021 - 18 Dec 2021 
Everyday Philosophy	 Enrolled	17 Feb 2021 - 18 Dec 2021 
Explorers of Australia		5 Feb 2021 - 3 Dec 2021 
Film Goers		1 Feb 2021 - 18 Dec 2021 

Tip. Courses are arranged in blocks of 20 Courses. Use the arrows at the top < > to move between blocks of courses. >| takes you to the last block of courses. |< takes you back to the first block of courses

7. Course Selection

If you are interested in a Course, click on that Course eg: Christmas Cocktail Party to bring up the details as part shown below:

Christmas Cocktail Party ★ New 8 Dec 2021 ^

New! Christmas Cocktail Party is a new addition to the timetable

Course code 9630_O21

Parent Code HAW: Health and Well-being

Course type 1 day: 1 day course

Detail Celebrate the season with cocktails and finger food on the Beechworth Railway Station Platform.

Each participant please bring a small plate of finger food to share


8. To enrol in this course, click on ADD TO CART

9. The Cart at the top of the screen will show the number of items that have been selected.



10. To finish enrolling, click on Cart. The selected course/s will be shown. If you made an error selecting the course you can remove it and reselect from the Courses menu

Cart

	Code	Name	Start date	Status	Fee
	9630_O21	Christmas Cocktail Party	8 Dec 2021	OK	\$0.00
Total					\$0.00

[CLOSE](#) [CLEAR CART](#) [CHECKOUT](#)

11. Click on Checkout, and the Invoice will appear.

Checkout

Checkout success

Total due is \$0.00.

Checkout is complete.

 [DOWNLOAD PDF](#)

INVOICE



Invoice ID: 1281-2636

Date: 15 Nov 2021

Bill to:

Indigo U3A Inc.

Incorporation: A0054170U

ABN: 84170850467

PO Box 305

Beechworth Vic 3747

Postal address:

PO Box 305

Beechworth Vic 3747

Code	Name	Start date	Status	Fee
9630_O21	Christmas Cocktail Party	8 Dec 2021	Enrolled	\$0.00
Total				\$0.00
Paid				\$0.00
Due				\$0.00


Symbols next to Courses

Below are details of the symbols in the course list.

When you are logged in, any courses in which you are currently enrolled or waitlisted will be marked with a blue letter E or W respectively:

 Enrolled  Waitlisted

Any course that is currently in your cart will be marked with a yellow letter C:

 In cart

Any course from which your enrolment has been deleted will be marked with a grey letter D:

 Deleted





Some courses may have an icon denoting course status:

Grey lock icon: Closed to new enrolments.

Grey waiting icon: All enrolments waitlisted, zero maximum enrolments*.

Grey crossed icon: Full and only accepting waitlist enrolments.

Blue star icon: New (recently added to the timetable).

 Closed  All Wait  Full  New

*Usually, an "All Wait" course means that all enrolments are initially placed on a waitlist, and admission is up to the tutor/leader. Examples include courses such as advanced languages that require a minimum level of skill and thus are not suitable for beginners, or day trips that will only proceed if there are enough participants.

Filter the Course List

Filter allows you to narrow the selection of courses. Click on Filter in the course list to see the options below.

Course Display Settings

Show Timespan
Current timetable ▾

Exclude
 Full courses
 Closed courses

Sort By...
New course ▾

... Then By
Course name ▾

Show Parent codes

- ARC:** Arts and cultural studies
- COM:** Computers and technology
- GES:** Geography and environmental science
- HAW:** Health and well-being
- HCA:** History and current affairs
- LAL:** Learning and leisure
- LAN:** Languages
- PET:** Philosophy and ethics
- SBG:** Skills building
- SCI:** Science
- Other / uncategorised

Filter aids in navigating the course offerings. Note the defaults are shown above but you can adjust the filter and click **Apply Changes**. The selection below is a portion of courses using Category “Health and well-being” sorted by Day of the Week.

Day of week	
Wednesday	
Course	Dates
Christmas Cocktail Party ★ New	8 Dec 2021 ▾
Day of week	
Thursday	
Course	Dates
Bike Riders	4 Feb 2021 - 18 Dec 2021 ▾
Walks with Gerri E Enrolled	25 Mar 2021 - 18 Dec 2021 ▾
Day of week	
Friday	