



NEWS UPDATE

June 2015

INTRODUCING U3A MANNINGHAM'S ONLINE MEMBERSHIP AND ENROLMENT SYSTEM - MyU3A

Commencing with the 2016 year, you will no longer need to queue up to enrol in U3A Manningham courses. Instead, all members will be able to manage their membership and course enrolments online.

MyU3A, our easy to use, online membership and enrolment system, will enable members to:

- View all courses offered
- Check course availability
- Enrol in your selected courses
- Pay membership fees
- Update personal details

MyU3A will be accessible via the U3A Manningham website (www.u3amanningham.org.au) from your home computer, tablet, smart phone or the library - that is, from wherever you have internet access.

MyU3A will reduce the need for the expensive and time-consuming printing and mailing that was necessary with the paper-based enrolment system.

Don't worry, we will be there to support you!

For those of our members who do not have access to a computer or who may not be comfortable enrolling or managing their membership online, volunteers will be available in the office to assist you to update your membership details and enrol in classes.

Simple to follow, step-by-step instructions will be available on the website and also in hard copy from the office.

What this means for you

- Using MyU3A, you will be able to control and monitor your own membership, personal details and course enrolments.
- You will have a membership number and password which will ensure that all your details are privacy protected.
- MyU3A will recognise your enrolment priority level.
- You will be able to easily see when and where classes are being held as well as availability of places in any courses that you wish to attend.
- If you wish to withdraw from a class, you will be able to do so online.
- Emailed correspondence including the Newsletter will be generated from MyU3A and Tutors and Class Representatives will be able to email members of their classes.

What do you need to do now?

Ensure that U3A Manningham always has your up-to-date email address. If you did not receive the May newsletter by email, please fill out a yellow form in the office or send an email to Jillian Gange (jillian.gange@optusnet.com.au).

It is expected that MyU3A will go live in August 2015 which will give you an opportunity to become familiar with it before our enrolment date. Prior to that date, all members will be advised of their membership numbers.

How did we get here?

U3A Manningham will provide an online member management system specifically designed for *our* organisation thanks to intense research and testing by a dedicated team consisting of **Kevin Chan, Leong Kwok, Mariana Goldenfarb and Warwick Wright** and led by Immediate Past President, **Bryce Normoyle**. Moving to this online system is another exciting innovation for our organisation.

Geoff Sheldon
President