

U3A Ringwood Inc

Be Connected Course Application

How to Enroll Online and by paper form

You do not need to be a U3A Ringwood member to sign up for our Be Connected courses. However you do need to be [registered with the Be Connected program](#) and nominate U3A Ringwood as your support centre. You can do this online (preferred) or if you prefer we can register you, on your behalf. This option may suit you if you do not have an email address, you are not sure how to sign up online, etc.

Be Connected Membership and Course Enrolment

U3A Ringwood is offering free beginner computer classes in partnership with the Federal Government's [Be Connected](#) program. This program delivers FREE computer classes via partners around Australia. *Be Connected* class participants will receive free mentoring on topics such as:

- Getting to know your device
- Safety first
- Online skills
- Connecting to others
- ISPs, Wi-Fi networks and mobile networks
- Loading and using apps on your devices
- Using online shopping and banking
- Using social media
- Looking up information such as news, weather, recipes, price comparisons, etc
- And much more

You can bring your own device to the new classes or use our Win10 laptops.

The classes are not just for novices – they are ideal refresher courses and can be done at home or at U3A Ringwood.

You will be able to register for our new *Be Connected* courses at the Get-Online event on 15th October 2019. You are urged to register early as places in these classes will be limited. You can still enrol after 15th October 2019, but you may be waitlisted.

To Register Online to the Be Connected Program

1. Use a computer or tablet and open your preferred browser such as Edge, Chrome, Safari, Firefox, Opera etc
2. Enter following address into your browser's address input area <https://beconnected.esafety.gov.au>
3. When web page is displayed, click on '**Sign In/Up**' on top right for the browser screen
4. When sign in page is displayed, click on '**Create Account**'
5. Enter your details as requested. Ensure your support centre is U3A Ringwood.
6. Click on '**Sign up for Free**'
7. **Return the enclosed application form to us making sure that you have ticked that you have registered online, signed it and completed the questionnaire.**

That's it you done – don't forget the email address and the password you used to sign up!

To Get Us to Register You in the Be Connected Program

Complete and sign the enclosed application form and return it to us making sure that you have ticked that you want U3A Ringwood to register you in the Be Connected program.

Returning form to U3A Ringwood

You can drop off the completed and signed application form at our Office at (or snail mail it to) 35-39 Tortice Drive, Ringwood North. The office is open weekdays during school terms from 9:30AM to Noon.



2020 BE CONNECTED CLASS APPLICATION *Please PRINT clearly*

Please select as appropriate

First Name _____	Surname _____
------------------	---------------

I have enrolled/re-enrolled Online		I want to use this form to enrol or re-enrol	
I've enrolled online in Be Connected online and have nominated U3A Ringwood as my support centre	<input type="checkbox"/>	I'm a new member (please complete all items below)	<input type="checkbox"/>
I've verified my details are correct in Be Connected	<input type="checkbox"/>	Please register me into the Be Connected Program on their website	<input type="checkbox"/>

MY DETAILS

Preferred Name Gender M / F (please circle) Date of Birth (dd/mm/yyyy)

Street No and Name Suburb Postcode

Home Phone Mobile Phone

Email address I'm a Member of U3A Ringwood (Badge no)

EMERGENCY CONTACT INFO:

Name of Emergency Contact

Contact Number Relationship to you.....

MEMBERSHIP FEES / CLASS ENROLMENTS

Please complete this form and bring it to our Tortice Drive office to complete your enrolment.

U3A Ringwood does not charge fees for Be Connected classes. You also do not need to be a member of U3A Ringwood to attend these classes.

You can enrol in one Be Connected class at any one time. This is to ensure that the maximum number of participants can be mentored. Class enrolments are renewed annually. If the class you have selected is full, you will be wait listed and advised when a place becomes available.

I acknowledge and accept U3A Ringwood Inc's Membership Commitment and Code of Conduct. Copy supplied with application.

Signature _____

Date _____

Please complete questionnaire overleaf

We will use this questionnaire to get a better picture of your current digital skill level. Please complete as many questions as you can.

1. What device do you own or want to use? Can you bring one to our Be Connected Classes? Tick all that apply or click none if you are unsure.

Laptop Desktop Computer Tablet Smartphone I can bring it to class

2. Which of the following do you feel confident using?
(Tick all that apply)

Keyboard Touchscreen Mouse

3. Have you used the internet before?

No Yes, I've used it for _____

4. I consent to receiving emails regarding my Be Connected class membership?

Yes No Yes, but I'm not sure how to use

5. Have you ever applied for anything online or bought anything online?

Yes No Not Sure

6. Have you ever searched online to find the information you need?

Yes No

7. Do you feel confident using a computer to create letters, email etc?

Yes No

8. Do you want to learn more about how to stay safe online?

Yes No

9. Which days do you prefer to attend U3A Ringwood classes?

Wednesday Thursday Saturday Other _____