



**ENROLLING FOR U3A DEEPDENE COURSES USING MYU3A**

For Term 1 you will need to enrol via **MyU3A**

Here's a short **how to** document:

1. Make sure you know your membership number and password email or phone (0408 019 815) if you need help with this
2. Go to our website:  
[www.u3adeepdene.org.au](http://www.u3adeepdene.org.au)
3. Click on **CURRENT TERM/COURSES** to enrol in courses or to check your enrolments
4. On the right hand side of the page click on **MyU3A Member Access**
5. Enter your membership number and password. Click Log in
6. Towards the bottom of the page find the **Classes 2021** button
7. Click the **Classes 2021** button/s.
8. Check out the Categories – these equate more or less to the categories in the Program Guides.

The screenshot shows a grid of course categories. At the top, there are buttons for days of the week: Monday, Tuesday, Wednesday, Thursday, Friday, Sunday. Below these are several rows of course categories. A blue arrow labeled 'Full Year Courses' points to the 'FY Exercise Physical & Mental' category. A red arrow labeled 'Short Courses' points to the 'SC Visual & Decorative Arts', 'SC History & Culture', 'SC Architecture & Gardens', 'SC Philosophy & Religion', 'SC Literature, Film and Music', and 'SC Medical and Science' categories. At the bottom, there are buttons for 'Check My Classes' and 'Exit'.

9. Click on the Category you want:
10. Choose the course/s you want and click in the Request box/es

02166-01 2020 **Tue** 23/6-23/6  
 Tutor: Kay Withell Enquiries: 03 9817 7736  
 Request 10:30am-12:00pm a Zoom session via the Internet .  
 Classes: 23/6

11. Click **Next** (at the bottom of that page)
12. Then choose **Classes 2021** to go to another Category and repeat the process if you wish to enrol in more courses.
13. Keep on clicking the **Next** buttons until you get to the **Exit** button

If you need help, phone 0408 019 815 (Jenny Cash) and you will be assisted.