

Login Instructions

1. Go to our website - <http://www.owfc.com.au/Training.asp>
2. Click on the globe - Left hand side navigation bar



3. Type in details.

A user email and password is required to
[If you haven't previously registered click here to register]

[PLEASE NOTE - If you have difficulty logging on, ensure that your browser is se

Your email address

Entry Password

Enter

Forgotten your password?

Type your email above ↑, then
click the button below ↓ and we'll email it to you.

Send me my password

Change your password?

If you wish to change your existing password,
enter your existing email and password above ↑ and then your
new password here ↓ before entering the members area.

4. Hover over My World. Click on My Workshops

The screenshot shows a vertical navigation bar on the left with the following items: Learners World, My World →, Community →, Calendar →, Library, Resources →, Employment →, Feedback →, Contact Us, and Logout. A dropdown menu is open for 'My World', listing: My eMail, My Training Plan, My Profile, My Programs, My Workshops, My Friends, and My Communities. Below the dropdown, the text 'My World' is displayed, followed by a bulleted list of descriptions for each menu item.

- **My eMail** allows you to c
- **My Training Plan** gives i
- **My Profile** is where you
- **My Programs** allows you
- **My Workshops** displays information that has be
- **My Friends** check for inv

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5. When you click on “My Workshops” it will bring up a list of the workshops that you are enrolled into. Here will give you access to Resources and on the day of the workshop there will be a “Enter Room” link under the Elluminate Link column.

My Workshops

Listed below are all the workshops that you have/are enrolled in. When you have participated in a session that offers a post-workshop resource folder, you can access it here.

It is **vital** that the computer that you will be using for your enrolled online session, has all the requirements to be able to actively participate in your chosen session. Click [here for some instructions](#) on how to download the required software . It is very easy to download, and can take up to 30 minutes depending on your computer and connection type.

Workshop	Session	Status	Elluminate Link	Open		
Leadership in Action - Eliminating workplace gossip	27/06/2007 8pm AEST			1.30pm on the 21st of June, 2007	Pre-Workshop Resources	Resources
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Occupational Health and Safety	02/07/2007 8:00pm AEST				Pre-Workshop Resources	Resources
Essence of Leadership	28/06/2007 11:00am AEST				Pre-Workshop Resources	Resources
Essence of Leadership	28/06/2007 11:00am AEST				Pre-Workshop Resources	Resources
Working with Natural Materials	10/07/2007 11:00am AEST			10:30am	Pre-Workshop Resources	Resources
Working with Natural Materials	10/07/2007 11:00am AEST			10:30am	Pre-Workshop Resources	Resources
Working with Natural Materials	10/07/2007 11:00am AEST			10:30am	Pre-Workshop Resources	Resources
Care for Babies	26/07/2007 3:00pm AEST			2.30pm	Pre-Workshop Resources	Resources
Care for Babies	26/07/2007 3:00pm AEST			2.30pm	Pre-Workshop Resources	Resources
Leadership in Action - The cross generational workplace	14/08/2007 8:00pm AEST	Completed		7.30pm	Pre-Workshop Resources	Resources
Creative Experiences	24/07/2007 8:00pm AEST			7.30pm	Pre-Workshop Resources	Resources
Care for Babies	27/12/2008 8:00pm AEDT				Pre-Workshop Resources	Resources
Care for Babies	27/12/2008 8:00pm AEDT				Pre-Workshop Resources	Resources
Care for Babies	27/12/2008 8:00pm AEDT				Pre-Workshop Resources	Resources

Hope this has helped.

If you have any problems feel free to give me a call anytime.

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