

The Old Municipal Buildings
19 East Street
Bromley, Kent
BR1 1QE



Telephone: 020 8315 0199
website: www.u3a.org.uk
email:
resource.centre@u3a.org.uk

RESOURCE CENTRE REGISTRATION FORM

As a U3A member you can register to use the Resource Centre. By completing this form you will be registered as a user on the Resource Centre system, which allows you to search the catalogue of resources online through the U3A website and to borrow material. We will allocate you a user number which will be sent with a small information pack.

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Please register me with the Resource Centre

(USE CAPITAL LETTERS)

NAME:

NAME OF MY U3A:

HOME ADDRESS:

TELEPHONE NUMBER:

EMAIL ADDRESS:

DATE:

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Using the Resource Centre Catalogue Online

To use the online catalogue, you will need two separate access codes. Firstly you will need access to the Members' Area of the U3A website (www.u3a.org.uk). This is something you initiate yourself by creating your own user name and password. When you first access the Members' Area, click on 'Create an account' and follow the instructions. Once your user name and password have been set up and verified, you will need to remember these (or make a note in a safe place) for future access. The Resource Centre staff are not involved in any way with these details and will not be able to tell you what they are or reset them.

Once you have logged into the Members' Area you will see the U3A Member Menu, which includes an option called 'The Resource Centre'. To use this you will need your surname and the user number supplied by us to you. Click on The Resource Centre and you will see two more options below with yellow squares beside them – 'Using the Catalogue' and 'Resource Catalogue'. The Using the Catalogue option will give you information about how to use the online facility. Clicking on Resource Catalogue will take you into the login screen, where you enter your surname and user number.
