
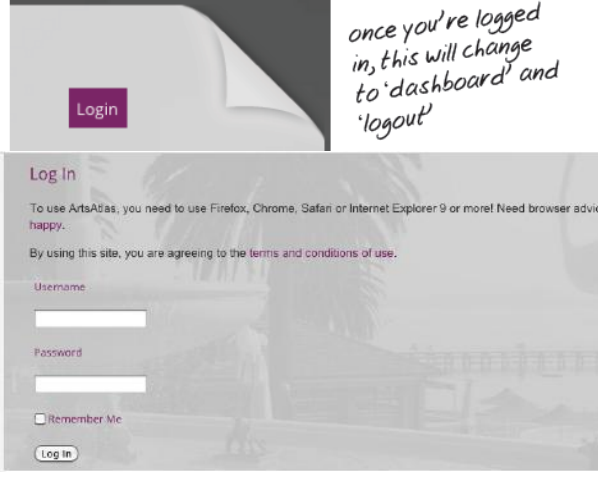



*Adding your Learning listing is as easy as 1, 2, 3!*

## How to list Learning to [www.artsatlasgeelong.com.au](http://www.artsatlasgeelong.com.au)

STEPS	WHAT TO LOOK FOR
<p><b>1: Navigate to:</b> <a href="http://www.artsatlasgeelong.com.au">www.artsatlasgeelong.com.au</a></p>	
<p><b>2: Click on LOGIN OR: navigate directly to</b> <a href="http://www.artsatlasgeelong.com.au/login">www.artsatlasgeelong.com.au/login</a></p> <p><b>Enter your:</b></p> <ul style="list-style-type: none"> <li>• Username (or email)</li> <li>• Password</li> <li>• Click 'Log In'</li> </ul> <p>(New users click REGISTER) If you've misplaced your password, use the 'Lost Password' link to reset your password via an email</p>	
<p><b>3: On your Welcome page or dashboard , click on:</b></p> <p><b>LEARNING:</b> Add a Learning   Edit (or delete) one you've made</p> <p>Follow the prompts on the screen and enter your Learning details, images and contact details then click on <b>publish!</b></p>	
<p><b>Helpful Hints:</b> on your dashboard, place your cursor over the Learning title to view additional functions, including 'quick edit' for title amendments and ability to change a published page to draft form. There is also a 'cloning' function that copies all details of the original into a draft copy. Select a category that best describes your Learning opportunity.</p>	

**You can now update your page anytime.**

These guides are available online at [www.artsatlasgeelong.com.au](http://www.artsatlasgeelong.com.au)