

Network News



News updates from Leicestershire & Rutland Network of U3As – 23/08/2020

IAM Post Lockdown Driving Webinar – URGENT ACTION NEEDED PLEASE

The availability of this webinar was mentioned in the Newsletter from Jane Hogg, our Regional Trustee, with a request to send it to all your members. I suspect a few missed that message so would ask you to send it out urgently as the webinar is next Wednesday. If you have sent it out, a reminder might stimulate further interest as the response so far has been small. The details are:

There is a webinar being offered by the Institute of Advanced Motorists, to support those of us who have not done much driving over the last few months. So far, there has been rather small response so there will now just be one session. This will be at 10am on Wednesday 26th August. The session will last for 40 minutes plus questions. There is room for more participants.

I do hope that U3As will send out this information to their members as I feel it has probably not reached many of them so far. (*Well done to Northants, where most participants are from!*)

The session is in 3 parts:

1. Are you ready to get back on the road? Many people will only have taken short trips on local roads or may not have driven at all. It's estimated that half a million people have taken their cars off the road during lockdown (SORN).
2. Is your car ready for the road? How to carry out a Health check for your car.
3. Are other people ready for the road? Observation skills will be very important: cycle lanes will have appeared; there'll be more pedestrians and people jogging; people stepping off the kerb to observe social distancing; more people speeding. How to Observe Anticipate Plan.

Attached are the joining instructions which you can also send out. To save time, anyone interested should send an email no later than 5pm on Tuesday 25th August with their name and the name of their U3A to coordinator@landru3a.org.uk and we'll send a notification to Jean Hogg so they can be admitted to the meeting. We'll also let U3As know which of their members have responded. Thank you.

U3A Recruitment Campaign

Two posters are enclosed in a 2-page PDF. Although one page is aimed at Networks, I think it provides essential background information needed to allow your committee to discuss the subject fully. If you decide to take part please respond directly to Paul Martinez, but it would help if you copied the Network in on coordinator@landru3a.org.uk so we know which U3As in our 2 counties need to be kept informed. Thank you.

Find out more about your U3A Network on our website at <https://u3asites.org.uk/landr>
To contact the Network please email: coordinator@landru3a.org.uk

Step by Step: How to join Microsoft Teams meeting

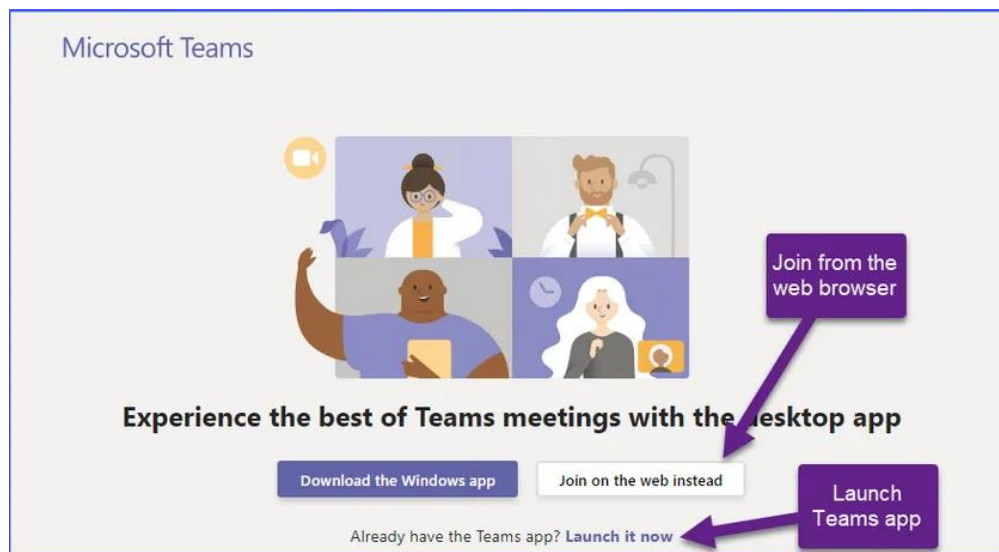
Before the meeting

1. You'll need a computer (Windows or Mac), tablet or smartphone with a speaker or headphones. You can join the meeting with your camera and audio turned off so other participants will only see your name.
2. The link to join the meeting will be sent to you by email and read "Click here to join".
3. You do not need a Microsoft account or log in, you will be logging into the meeting as a Guest.

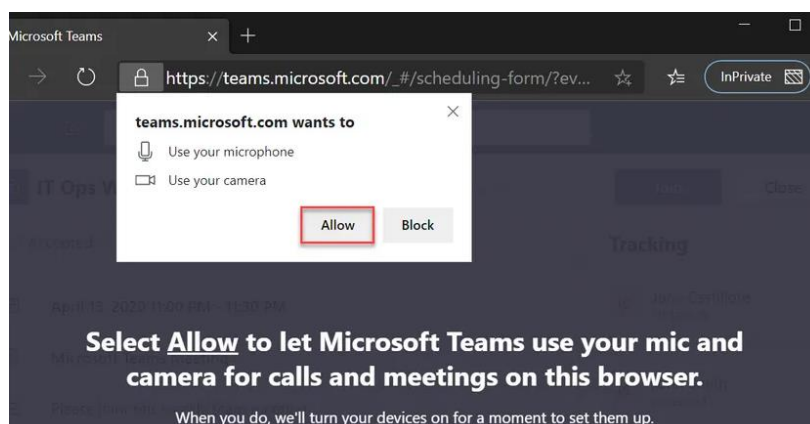
How to join

Using a computer

1. Shortly before the start of the meeting, click on the "Click here to join" link in the email.
2. The link will open an internet browser on this page. The easiest way to join is by clicking on "Join from the web browser" as shown below. You can also install the Microsoft Teams app by clicking "Launch it now". This will give you full access to the Teams app, however, will take longer to download.

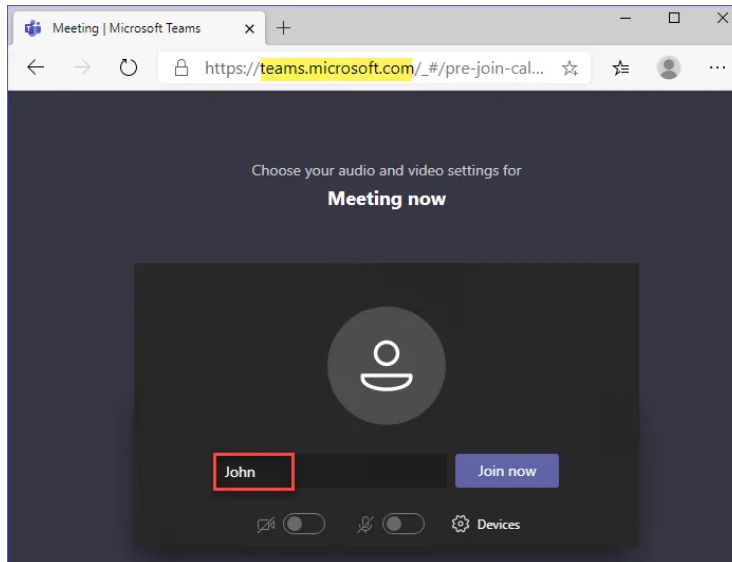


3. By choosing join from web, you'll be prompted to allow the site access to your microphone and camera. Click on the **Allow** button.

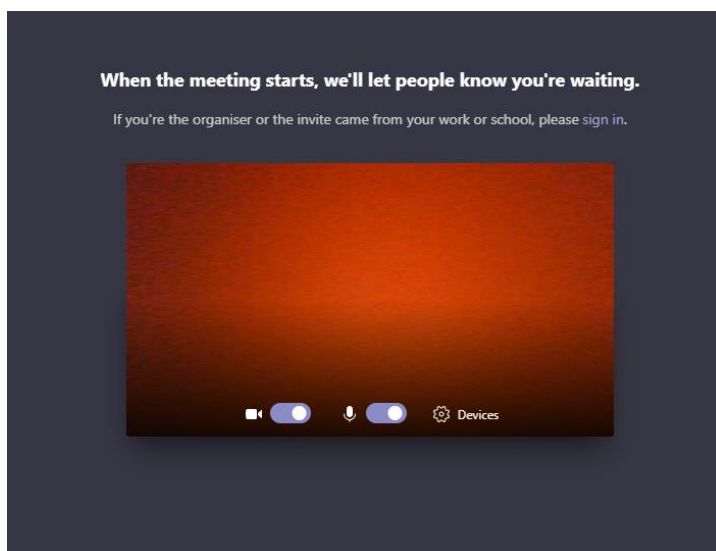


Step by Step: How to join Microsoft Teams meeting

4. You will be joining the meeting as a Guest, so enter your name as shown below and click "Join". The camera and microphone will default to "off" as shown below, click on these to toggle them to "on" should you wish. You will be able to switch between on/off during the meeting.

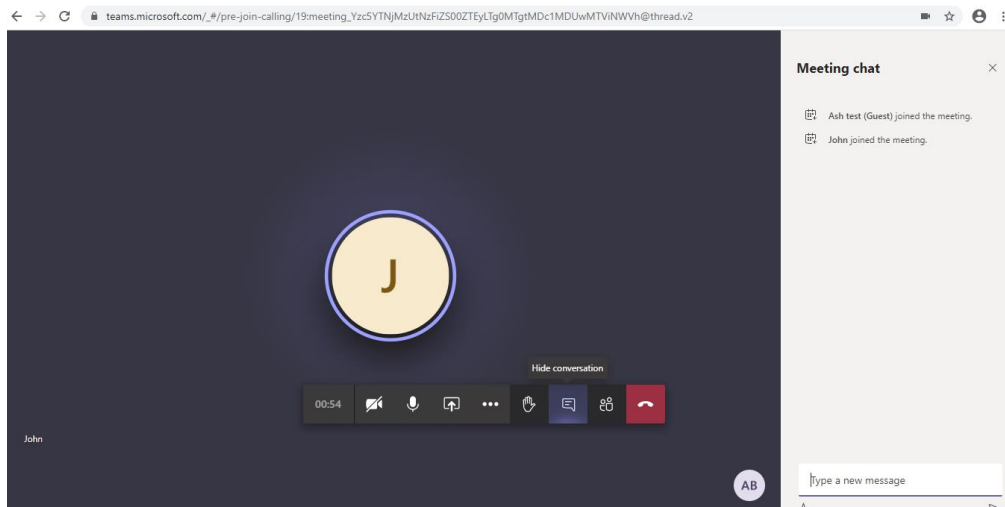


5. This will take you to the lobby screen where you will wait until the meeting starts and you are let in, as shown below.



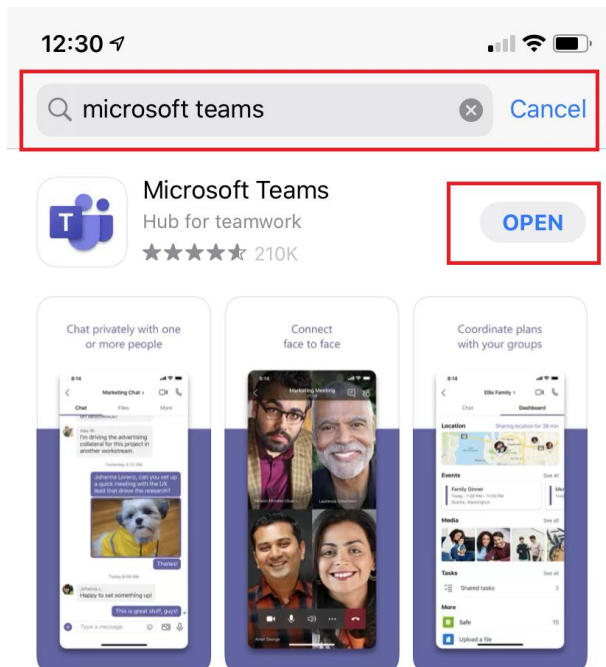
6. Once you are in the meeting, your screen will look as shown below. If you move your mouse the bar along the bottom of the screen will allow you to control things such as you microphone, camera, raising your hand or toggling the comments window to add a comment or type a question.

Step by Step: How to join Microsoft Teams meeting



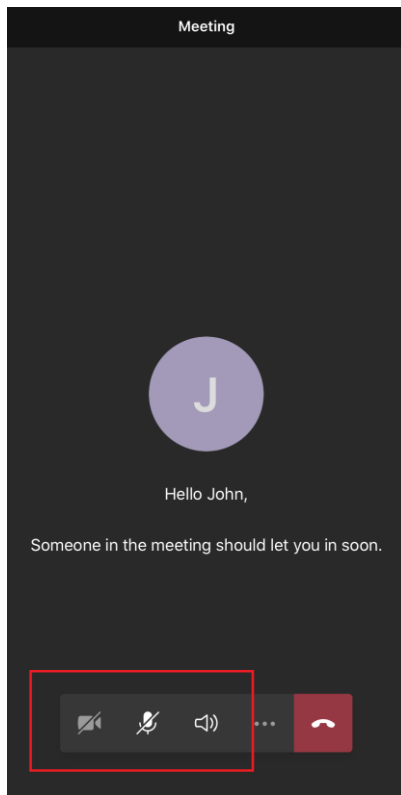
Using a tablet/smartphone

1. Before you click on the "Click here to join" link in the email, you'll need to make sure you have the Microsoft Teams app downloaded on your smartphone or tablet. You can do this by going to your App Store, searching for Microsoft Teams and installing. Your app store search will look something like the below.

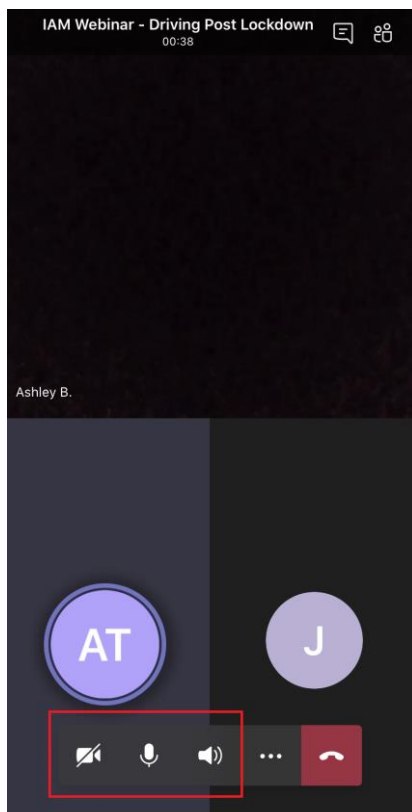


2. Shortly before the start of the meeting, click on the "Click here to join" link in the email.
3. This will open the Microsoft Teams app click "Join as a Guest", type in your name and click "Join Meeting". This will take you to the lobby screen where you will wait until the meeting starts and you are let in, as shown below. Tap on the screen to toggle your camera/microphone "on" or "off".

Step by Step: How to join Microsoft Teams meeting



4. Once you are in the meeting, your screen will look as shown below. Tapping the screen will show the menu bar at the bottom which will allow you to control things such as your microphone, camera, or toggling the comments window to add a comment or type a question. Click on the speaker icon to make sure your sound is set to headphones or speaker.



Step by Step: How to join Microsoft Teams meeting

Leaving a meeting

Click on the red phone button to leave the meeting.

Need more help?

More guidance is available online here <https://adamtheautomator.com/join-microsoft-teams-meeting/>



U3A Recruitment Campaign

Background briefing for U3A networks – please forward to your network members

Our U3A movement is suffering from two sorts of recruitment problem. There is a long term slowdown in the growth in membership of the movement and the proportion of newly retired people joining the U3A is in decline. These long term trends are being exacerbated by Covid.

The Third Age Trust has created a Recruitment Working Group which reports to both the Development Committee and CEAC. I am pleased to say that RTs and RSTs from 3 regions are represented on the Working Group. We are currently planning on the assumption that there will be three phases of the campaign: Pathfinder, Trailblazer and Main Phase. An invitation to U3As to join the Pathfinder phase of the recruitment campaign is attached to this briefing paper.

Approximate timing and shape of campaign

End September 2020 to December 2020

Pathfinder U3As help to develop and pilot a recruitment toolkit and experiment with recruitment and promotional techniques. Their experience and learning will be shared across the Pathfinder group. Support will be provided by the Working Group and mutual support between Pathfinders, facilitated by the Working Group.

January 2021 to April 2021

Trailblazer U3As pilot the use of the recruitment toolkit in a wide variety of settings and across all U3A regions. The experience and learning of Pathfinders will be made available. Mutual support and exchange of progress updates and experiences will be facilitated. Further support may be available from Pathfinder U3As. This phase should be also be supported by national promotion and awareness raising.

Easter 2021 to December 2021

The main group of U3As use the developed recruitment toolkit to develop and launch their own recruitment campaign. This should be supported by national promotion and awareness raising. Support will be available through a programme of training events and mutual support and exchange of progress updates. Further support may be available from Trailblazer U3As.

Further information

If you need further information concerning the recruitment campaign at this stage, please email pkmartinez14@gmail.com. I look forward to hearing from you and to working with you on this major recruitment project.

Until, then, with best wishes, Paul Martinez, Chair U3A Recruitment Working Group,



U3A Recruitment Campaign

Invitation to join pathfinder phase of U3A recruitment campaign

I am writing as Chair of the U3A Recruitment Working Group, to invite U3As to join the pathfinder phase of the U3A recruitment project. The U3A Recruitment Working Group comprises representatives from 10 U3As. We want to establish a national group of U3As who will develop and pilot recruitment and promotional activity to secure new members. This is not going to be easy. Continuing Covid restrictions have put a stop to our public meetings and are likely to continue for some considerable time.

We believe that, by doing things a little differently, U3As can recruit many potential members who are looking for opportunities to learn locally and in the company of others. Potential members include those retiring from full-time work as well as those who are losing full-time jobs, still in their 50s and 60s, because of the current situation. A background briefing is attached to this invitation.

Why join this project?

By joining this project, you will join a group of similarly inspired U3As and together we can achieve 5 main things:

- More members; more energy; more ideas; more enthusiasm for your U3A
- Engaging, enthusing and mobilising your current members
- Make a major contribution to the member led development of the U3A movement
- More and better links with your local communities
- Enhanced internet and marketing skills.

What support is available?

Through the project there will be a small amount of funding to defray promotional costs and the opportunity to road test and develop a recruitment toolkit. Perhaps the best support is mutual. We will facilitate exchanges of information and experience so that we can all learn as quickly as possible from each other.

To join the project

If your committee would like to join the project please email me at pkmartinez14@gmail.com by Friday September 25th. If you need more information at this stage, please contact me at the same email address.

I look forward to hearing from you. Until then, with best wishes in these trying times

Paul Martinez

Chairman U3A Recruitment Working Group, Support Officer Notts Network of U3As