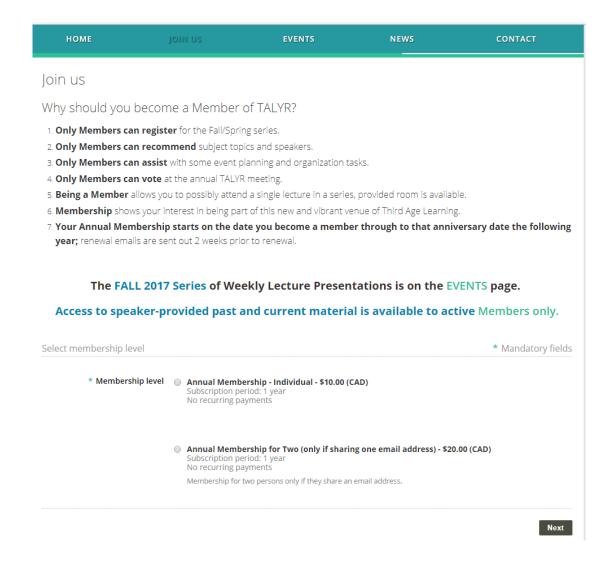
- 1. Go to our website www.talyr.ca
- 2. Once there, press the Join Us tab at the top of the page (see example page below).



- 3. Now that you are on the Join Us page, select which membership level you wish to purchase
 - Annual Individual membership
 - Annual Membership for Two, only if the two share an email address and both wish to become members.
- 4. Once the selection is made, press the **Next button** on the bottom right of the page (see example page below).



- 5. Enter your **e-Mail address** (see example page below).
- 6. In the **Code** field, enter the characters that will be visible below the Code field.
- 7. Once you have entered your email address and the code, press the **Next button**.

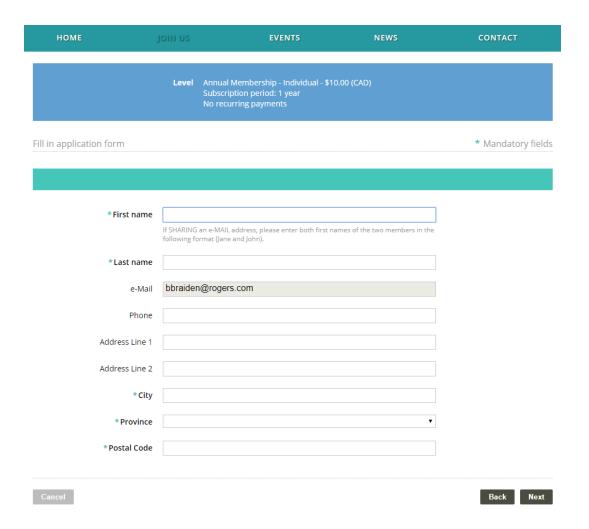


The FALL 2017 Series of Weekly Lecture Presentations is on the EVENTS page.

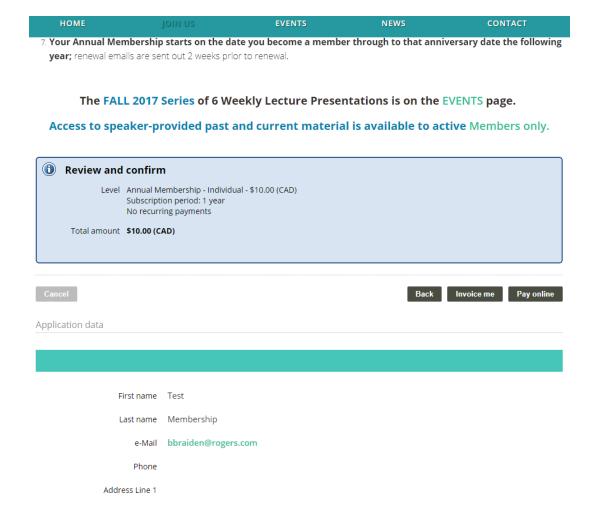
Access to speaker-provided past and current material is available to active Members only.



- 8. Complete the application form with your name, phone number, and address.
 - Please note, if you share an email address, and if both persons wish to become members, enter both first names in the First Name field, using the following format example: Jane and John (to be used in all correspondence with you). If last names are different, use the same format to enter both last names in the Last Name field.
- 9. Once completed, press the **Next button** (see example page below).



- 10. Review the information you entered and ensure that you selected the correct Membership type. If there are any changes to be made, press the **Back button** and make your changes.
- 11. Once everything is correct, press the **Pay online button** (see example page below).

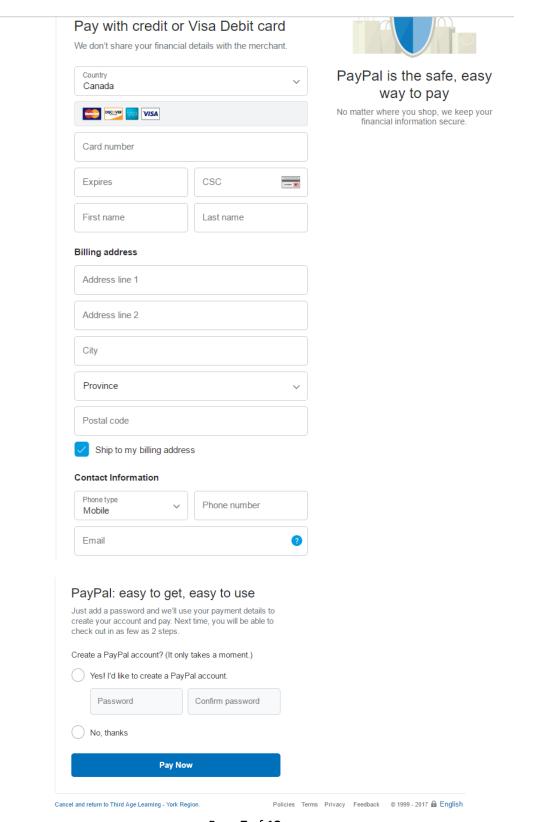


- 12. You will now be presented with a **PayPal payment page**. You have **two** choices (see example page below)
 - 1. If you have a PayPal account, you can Log In to purchase the TAL-YR membership.
 - 2. **If you don't have a PayPal account**, and want to pay with a credit card such as VISA, MasterCard, etc., press the **Pay with Credit Card or Visa Debit card** button (see example page below).

PayPal
Pay with PayPal
hamackay@rogers.com
Password
Stay logged in for faster checkout ③
Log In
Log In Having trouble logging in?
Having trouble logging in?

, ,

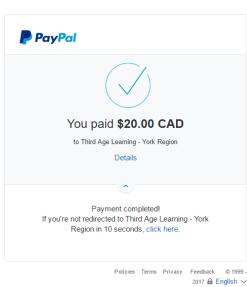
16. Complete the requested information and press the Pay Now button. Also, please note the Cancel and return to Third Age Learning – York Region link in the bottom left of the screen, if required. (see example page below).



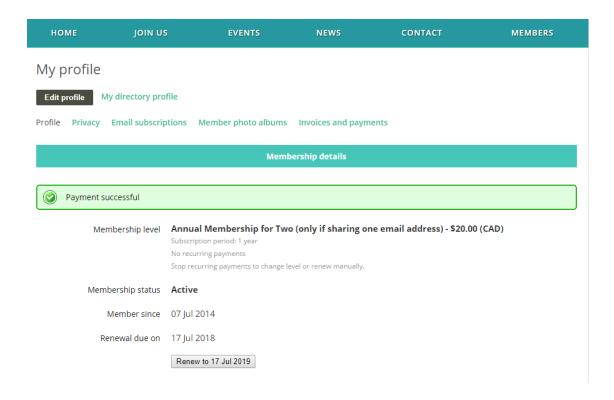
Page **7** of **12**

17. PayPal will now present you with a confirmation of your payment.

Third Age Learning - York Region



18. You will automatically be redirected back to the TAL-YR website where a message, highlighted in green, will confirm that your Payment is successful.



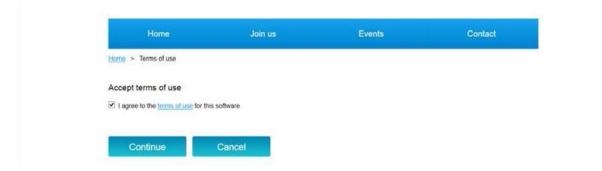
- 19. Throughout this process you will receive a number of automated emails from TAL-YR confirming the various steps in the process.
 - Assuming you reach the Payment successful page, there is no action to be taken with any of these emails except for the email with the subject: Login Information for Third Age Learning – York Region.
 - The Login email provides you with the password you need to login to the TAL- YR website and, if you wish, to register for the upcoming Speaker Event series.
 - Please follow the LOGIN instructions below to login and to change your password.

LOGIN to www.talyr.ca and Change Your Password

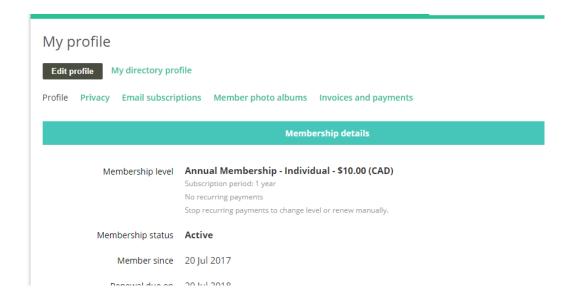
1. Click on the **Login link** in the upper right of the page (see example page below).



2. Click on the check box beside I agree to terms of use for this software and then press the Continue button (see example page below).



3. You are now presented with your personal profile page which you can edit if required (see example page below).



- 4. In order to change the password you received in the Login information email from talyr@rogers.com, please click on the **Change Password** link in the top right of the page (please see example page below).
 - Note all 3 links in this corner.
 - 1. The first link for your name takes you to your profile (name, address, phone number, email address) so you can **update your contact information**, if it changes.
 - 2. The second link is to change your password
 - 3. The third link logs you out of www.talyr.ca.



- 5. Please check your email inbox for an email from talyr@rogers.com with the subject Login Information...
- 6. Copy the **password**, found in the **Login Information email**, and paste it into the **Current password** field (see example page below).
- 7. Enter the password you want to create for yourself in the **New password** field and then again in the **Confirm new password** field.
- 8. Press the **Save** button to complete the password change.
- 9. You can now Login to TAL-YR with your email address and new password to purchase a Speaker Event Series.

