



LODDON MALLEE REGION
UNIVERSITY OF THE THIRD AGE

Digital Day Out 2017

U3A Bendigo

Thursday 22nd June, 9:30 am to 3:30 pm

LM DDO 2017 Planning Document
Draft 4, 11th April 2017

Who will be there?

The committees and members of the Loddon Mallee U3As who wish to learn about how U3As use digital technologies and equip their members with digital technology skills with a view to implementing similar strategies in their own U3As.

Purpose of the Day

Digital competence is becoming more and more necessary—people who lack digital competencies are unable to access a growing number of services and entitlements. Organizations who lack digitally competent members are finding it increasingly difficult to function efficiently and attract new members. U3As can help their members by providing access to digital technologies and opportunities to develop competencies. Members benefit personally from their increased expertise and the U3As benefit from the opportunities to expand programs, activities and services that follows.

At the Digital Day Out, the U3As in the Loddon Mallee Region will learn from each other:

- How U3As use technologies;
- How U3As assist their Members to develop digital competencies.

There will be ample time for questions and discussion both formal during sessions and informal during the breaks.

Funding and Catering

U3A Bendigo will bear the cost of hiring the church and hall and will make its own meeting rooms office available for the day.

U3A Bendigo will cater for tea, coffee and refreshments during the day and provide a cut lunch. A \$5.00 charge will be levied at registration to cover costs.

Draft Program

9:30 to 9:45	Registration Table. Tea and coffee in the Hall
9:45 to 10:15	Opening Session.
10:15 to 11:00	U3A Presentations Each U3A to report on some or all of the following: the acquisition of technology; use of technology for administration, communication with members, presentation and display; broadband and WiFi access in admin and meeting spaces; website management; availability of online course support materials for members; training and support of committee members, conveners, presenters; U3A activities that assist members with the use their own technologies; plans for beginning or expanding the use of technologies.
11:00 to 11:15	Tea and Coffee break
11:15 to 12:30	U3A Presentations Continued
12:30 to 1:30	Lunch
1:30 to 3:15	Parallel Workshop Sessions
	<i>Venue</i> <i>Topic</i>
	Hall Meet the U3A Bendigo Technical Support Team
	Narthex Setting up a website for a U3A
	Office Membership Management
	Other More venues are available for sessions other U3As may care to run
3:15 to 3:30	Closing Session

DDO 2017 Planning Timeline

Tues 11 th April	Cover Note and this DDO 2017 Proposal sent out to LM U3As
Fri 21 st April	DDO 2017 web page to be set up on U3A Bendigo's website as the space where feedback received can be viewed by all LM U3As. Web page access details to be sent to LM U3As.
Fri 28 th April	A redraft of the DDO 2017 Program and a DDO Feedback required reminder to be sent to LM U3As
Fri 12 th May	Final DDO Feedback required reminder to be sent to LM U3As
Fri 19 th May	Deadline for U3A Bendigo to receive feedback re matters the LM U3As would like addressed at DDO 2017.
Fri 26 th May	Deadline for U3A Bendigo to receive for Workshop Session Proposals
Fri 2 nd June	Final Draft of the DDO 2017 Program sent to LM U3As
Fri 16 th June	Deadline for U3A Bendigo to receive attendance numbers for catering purposes.
Thur 22 nd June	Digital Day Out 2017, 9:30 to 3:30 at U3A Bendigo