## Access

The link to the online system is:

www.christadelphiansaustralia.org.au/nccplan/index.php

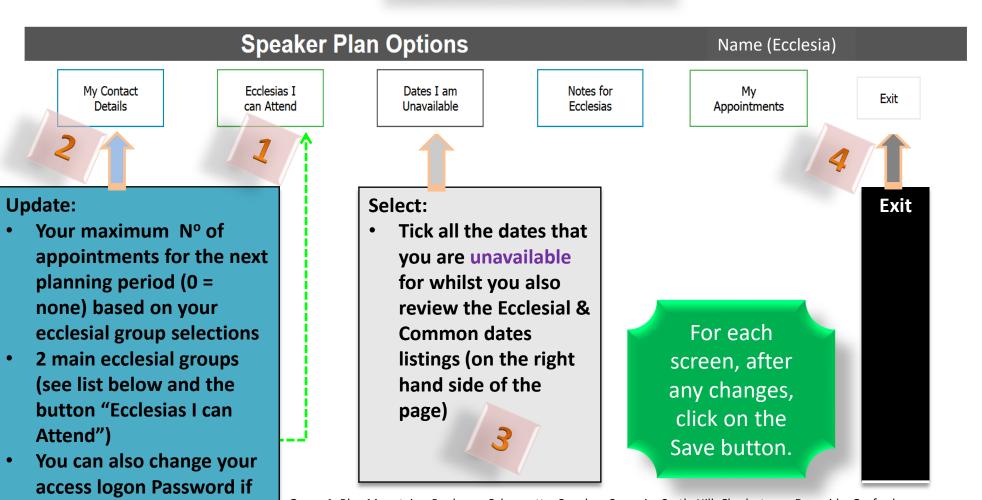
Please contact your Secretary /Recorder if you do not know your Username or Password. They can set up your login access. Your Username is usually your email address. You can change this (if you wish), as well as your Password, at any time, after you have logged in. For your password, there are a number of special characters that should be avoided. You can however use the following ~ . ! @ # \$ % ^ \* - + =

#### **Speaking Plan**

# Menu

you wish

#### **Quick - in 4 Steps**



**Group 1**: Blue Mountains, Boolaroo, Cabramatta, Camden, Campsie, Castle Hill, Charlestown, Doonside, Gosford, Hunter Valley, Hurstville District, Moorebank, Punchbowl, Riverwood, Shaftesbury Road, Southlakes, Sutherland, The Watagans, West Ryde, Yagoona

Group 2: Toronto Group 3: Regional

### Menu

#### **My Appointments:**

 After the plan is generated you can view your bookings

#### **Speaking Plan**

# Speaker Plan Options My Contact Details Ecclesias I can Attend Dates I am Unavailable Notes for Ecclesias My Appointments Exit Exit

#### **Update:**

- Your contact details
- Your maximum N° of appointments for the planning period (0 = none) across groups
- Your access logon (email address) & your password

#### **Select:**

- Tick all the Ecclesias that you are willing to Speak at
- This adjusts your group availability
- If you are unsure of this selection please discuss it with your Secretary / Recorder

#### Select:

- Tick all the dates that you are unavailable for appointments
- Please review the Ecclesial & Common dates listings (on the right hand side of the page)
- You can maintain dates for future years

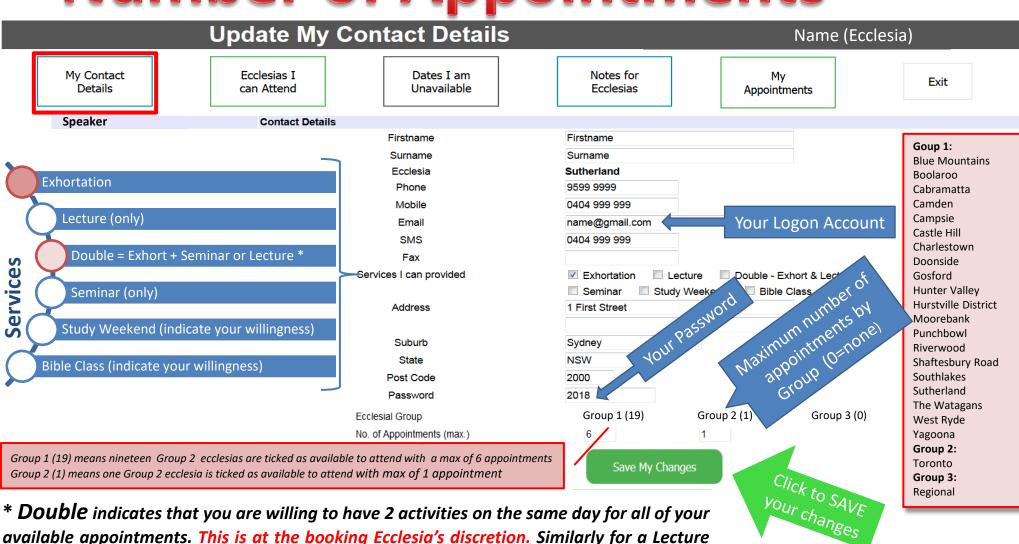
#### **Update:**

- Special topics
- Other services
- Requirements
- Conditions: for example add "By ZOOM only" or "By ZOOM and by Visits" or "Can play a piano"

#### **Speaking Plan**

# Number of Appointments

available appointments. This is at the booking Ecclesia's discretion. Similarly for a Lecture or Seminar. Please bear this in mind when you set your maximum number of appointments.



4

#### **Speaking Plan**

# Menu

#### View your plan

# Speaker Plan Options My Contact Details Dates I am Unavailable Notes for Ecclesias My Appointments Exit Click here

View your plan once you have been informed that the plan has been completed (usually late April or late October)



# Support Contacts

# Speaker Plan Options My Contact Details Dates I am Unavailable Notes for Ecclesias My Appointments Exit

• enquiry@christadelphiansaustralia.org.au

Enquiries

• speakingplan@gmail.com

17/09/2024