



TERM 1 COURSE GUIDE 2019

WELCOME TO U3A MELBOURNE CITY

The University of the Third Age (U3A) is an international organisation, embodying the principles of social engagement, life-long education and the pursuit of knowledge for its own sake, in an atmosphere of mutual learning and teaching. Each U3A is a learning community, organised by and for people who can best be described as being active in retirement - the so-called Third Age of their lives.

The University of the Third Age (U3A) exists for retired and semi-retired people. U3A is a world-wide non-profit organisation which began in Toulouse France in 1973 and spread rapidly through France and throughout Europe and across the Atlantic to America. In 1982 the first British U3A was established at Cambridge. These same principles have been embraced by U3A in Australia.

The principles of self-help and self-determination, mutual support and structuring programs are the foundation of U3A with courses and social engagement to meet the wishes of members and drawing on resources available within the membership as far as possible.

In July 1984, a public meeting was arranged in Melbourne to gauge public interest in U3A. As a result, the first U3A was established in Melbourne City, followed by another in Hawthorn, and the first courses were offered at the beginning of 1985. During that year two other U3As, one at Monash and one at Ringwood, were inaugurated. There are now more than 110 U3As in Victoria with some 38,000 members.

To enrol in any of our courses, you must be a current member of U3A Melbourne City.

For all information regarding membership, enrolment and courses, please go to our website:
www.u3amelbcity.org.au or contact our Members Centre, details below.

Our Members Centre is open 10.00am - 3.00pm Monday - Friday.

The Members Centre is closed on Public Holidays and selected School Holiday periods.

Please note that Tutors may cancel classes during the year for personal reasons.

Members Centre:
Suite 1, Level 5
168 Lonsdale Street
Melbourne VIC 3000

citymelb@u3a.org.au
www.u3amelbcity.org.au
Tel: 9639 5209
ABN 84 932 435 817

Mailing address:
P O Box 24149
111 Bourke Street
Melbourne VIC 3001

SHORT COURSES STARTING IN TERM 1, 2019 (IN DAY ORDER)

Course Content Disclaimer: All material presented in classes is at the discretion of the tutor/group leader and does not necessarily reflect the views of U3A Melbourne City. Members are solely responsible for the choices they make. Course summaries indicate the content to be covered; members should seek clarification from the tutor if required.

ENROLMENTS OPEN at 10.00am on TUESDAY, 22nd JANUARY

NO CLASSES on Monday, 11th March (Labour Day), School Holidays 8-22 April, Friday, 19th April (Good Friday), Monday, 22nd April (Easter Monday) and Thursday, 25th April (Anzac Day)

GREAT BIG IDEAS IN BIOLOGY

Tutor : Charles McKavanagh	New
MONDAY 10.00-11.30	11/02/2019 – 18/3/2019
GREEK CENTRE Boardroom Level 3	Max: 16 Min: 8
Prerequisites: Nil, but an interest in the living world is encouraged	Course Materials: \$5 contribution to materials (including handouts) and IT resources

Great Big Ideas in Biology is a discussion of five important principles about individuals and populations that underly modern biological science. This discussion is underpinned by demonstrations and hands-on examinations of living things and images, and through model making and simulations of biological processes. Participants are invited to share their experiences in order for everyone to better appreciate the connections among the living world and the big ideas that shape our understanding of it. A small fee will be charged to cover the costs of printing and materials.

AN INTRODUCTION TO ECONOMICS

Tutor : John Besley	Revised
TUESDAY 10.00-12.00	12/02/2019 – 12/3/2019
ROSS HOUSE 1.1	Max: 15 Min: 8
Prerequisites: Nil	

The main concepts underlying Economics will be discussed to help explain the contemporary economic scene in Australia. Current issues such as Economic Growth, Employment, Inflation and the Distribution of Income will be examined in light of the current state of the economy. The class will be interactive with member participation encouraged. Those interested in current affairs will find the course to be of interest and valuable to gain an increased understanding of economic issues.

HISTORY OF WWII - THE DUNERA INCIDENT

Tutor : Chris Fletcher	New – One Off
TUESDAY 10.00-12.00	05/03/2019
MULTICULTURAL HUB Purple Room	Max: 80 Min: 20

As my late father was one of the "Dunera Boys", I have always been interested in this subject. Several books have been written and the ABC made a TV series "The Dunera Boys" during 1990. In 1940 there were about 65,000 people of German, Austrian or Czech origin living in Britain. After the Dunkirk disaster when British Xenophobia was at its highest, Churchill decided to "Collar the Lot" ie. intern them all. Apart from a few hundred German Nationals these people had actually lived in Britain prior to 1933 or had fled from Nazi terror prior to 1939. Due to the strain of interning thousands of people, Canada and Australia were asked to accommodate some of these people. Australia agreed to take 6,000. A number of ships were dispatched to Canada with one, the "Andorra

Star", being torpedoed with heavy loss of life. A week later those rescued were placed with another group, 2,500 in total, on the ship *HMT Dunera* and sent to Australia. This lecture is concerned with what happened in Britain, on the Journey and in Australia afterwards.

LET'S TALK FLYING	
Tutor : Harry Holling	New
TUESDAY 10.00-11.30	19/02/2019 – 19/3/2019
GREEK CENTRE 2.2	Max: 20 Min: 8
Prerequisites: An interest in aviation	

This is a five week course comprising a one hour presentation and a half hour for questions and discussion. Each week will be a different section such as how planes take-off and land, Air Traffic Control and Navigation, Air Safety and Investigations, what happens in the cabin, what happens on the Flight Deck as well as other areas of interest raised by the class. Bring along the questions you've always wanted answered.

REVISE YOUR SHORTHAND SKILLS AS YOU TRAIN YOUR BRAIN	
Tutor : Carmel Taylor	New
TUESDAY 10.00-12.00	12/02/2019 – 2/4/2019
GAA LR 3	Max: 20 Min: 8
Prerequisites: Students need knowledge of Pitman shorthand, even if rusty.	Course Materials: Textbook, notepad, pencil/shorthand pen, exercise book. The textbook is available second-hand on line and I would be happy to contact interested students to advise the appropriate editions.
Enrolment Cut-off: No cut off, provided students have previously learned Pitman Shorthand.	

Pitman shorthand writing has a long and auspicious pedigree – used by Charles Dickens to US President Woodrow Wilson amongst others, to write personal notes in Pitman. Often referred to as “the art of writing shorthand”, it is more than just a quick way to record words. The skill exercises cognitive functions such as concentration, working memory storage enhancement, delving into long-term memory to apply theory, and manual dexterity in the writing. German researchers verified that older shorthand writers experienced less mental decline than others of their age and, in fact, demonstrated in some cases an improved memory capacity. These benefits arose when revising shorthand by applying memory training, and challenging oneself in a relaxed, social setting. Not surprising then that stenography clubs in Europe are particularly popular in their offering of revising “shorthand for the memory” courses. This course will replicate the European experience with the aim of offering participants all those benefits in assisting memory retention and a healthy brain. Revising our previously acquired Pitman theory, we shall explore puzzles, readings and a host of engaging and enjoyable activities in a social setting.

MELBOURNE: A HISTORY	
Tutor : Max Nankervis	Repeat
TUESDAY 10.30-12.30	26/02/2019 – 2/4/2019
CPSU Ellery (1st Flr)	Max: 20 Min: 10
Enrolment Cut-off: No enrolments after 19 th February 2019	

This history course will focus on Melbourne's development from pre-European settlement and throughout the rest of the 19th century - and a little into the 20th century. As with any history it will be "partial" in so far as it will examine a selected set of "facts" and events or social phenomena. But perhaps this will lead class members to follow-up with their own pursuit of the historical "facts" and

make their own conclusions. The course will be presented as a set of six two hour illustrated lecture-discussion sessions.

PHILOSOPHICAL ISSUES AND ARGUMENTS : THE PHILOSOPHY OF POLITICS	
Convenor : Irena Klajn	New
TUESDAY 1.00-2.30	12/02/2019 – 2/4/2019
MULTICULTURAL HUB Gallery Room	Max: 15 Min: 10
	Course Materials: Political Philosophy A Very Short Introduction - David Miller OUP

This course is an inquiry into, and a discussion of, philosophical issues and arguments: The Philosophy of Politics, Courage, Justice, Magnanimity, Peace, Prudence and Temperance or Avarice, Cruelty and Pride?

Why do we need political philosophy? What is good government? What is political authority? Freedom and limits of government? Was Plato right about democracy? Nation state or global justice? We will use resources available on the internet and in the public domain to assist us in our deliberations including lectures available on line, podcasts and downloads from the Gutenberg project and Librivox etc.

TRADITIONAL BALKAN DANCES – BEGINNERS	
Tutor : Erzsebet Nemeth	Continuation
TUESDAY 1.00-3.00	19/02/2019 – 2/4/2019
RHSV Officers' Mess	Max: 20 Min: 8
Prerequisites: Suitable for students who have previous dance experience or have done the Traditional Balkan Dances introduction in 2018	Course Materials: Nothing special (only comfortable clothes and shoes without sticky soles, of course).
Enrolment Cut-off: No enrolments after 26 th February 2019	

The main type of Balkan dances are chain dances performed in an open circle or line. In a chain all dancers are connected and everybody follows the same pattern of steps. Rhythm, physical contact and synchronised movement generates a social energy in the circle or line and delivers a feeling of unity for the dancers. In describing the traditional dances of the Balkans, there is a wide range of dance steps from very simple, slow walking steps to very fast, complex step-patterns. The complexity and difficulty of Balkan dances originates in the special, mixed Balkan rhythms. As the beginners Level of Balkan folk dances, the course covers some fundamentals of the traditional Balkan (Bulgarian, Greek, Macedonian, Serbian etc.) dancing in a supportive atmosphere, through proper examples and instructions without stressful competition. The course is built up in a gradual way. Participants will gain skill in some comparative dances. They become aware of the most common rhythm, metric patterns, basic steps of several popular dances while identifying the similarities and/or differences by looking at the way that the given dance is performed in different countries or regions.

MOTIVATION TO REFOCUS YOUR LIFE	
Tutor : Ian Marchment	Repeat
TUESDAY 1.30-3.30 Fortnightly	05/02/2019 – 5/3/2019
ROSS HOUSE 1.1	Max: 15 Min: 8
Prerequisites: no	Course Materials: Pen & Paper
Enrolment Cut-off: No enrolments after 5 th February 2019	

This course will provide an interactive look at where you are now in terms of 10 key areas of your life and at setting a number of personal goals in each. The key areas include Self Esteem, Health and Physical Exercise, Family, Education, Downsizing, Financial, Social, Holidays and Community Service.

Ian has found, running this course over the last four years, that it highlights that life is a journey with many ups and downs for us all. You may have lost a partner, moved interstate and need to make new friends or need to downsize your family home. You will look at the 'baggage' you may be carrying from your childhood or married life, the impact it has on you now and visit 'self-esteem' and what you can do to improve your confidence. You will set individual, realistic goals and work out an action plan to achieve your full potential, giving you meaning and purpose in life.

BODYWORKS	
Tutor : Alison Brown	Repeat
WEDNESDAY 10.00-12.00	27/02/2019 – 3/4/2019
KATHLEEN SYME MR3	Max: 15 Min: 12
Enrolment Cut-off: No enrolments after 6 th March 2019	

This course is an opportunity to get back in touch with your body. It is a series of talks and discussion about various aspects of the functioning of the human body - Alison's background is in physiotherapy. It is not an exercise class! We will be looking at topics such as the nervous system, the heart and lungs and joints and muscles. We can also look at ageing and the changes that occur. Most of the course is designed to be good fun and who knows, you might learn some useful information along the way!

CREATIVE DANCE	
Tutor : Elfie Schmidt	New
WEDNESDAY 10.00-11.30	13/02/2019 – 3/4/2019
RHSV Officers' Mess	Max: 20 Min: 8
Prerequisites: Students need to have a sense of rhythm and enjoy dance	Course Materials: Wear comfortable casual clothing.
Enrolment Cut-off: No enrolment after 20 th February 2019	

Creative Dance blends movement, music, improvisation, and basic dance steps while providing an excellent introduction for the future study of all dance techniques. Students learn dance fundamentals while improving motor skills, self-expression, confidence and imagination. Creative dance offers a wide array of learning opportunities because healthy physical development depends on movement. The artistic experience of creative dance helps students appreciate and set values for life. The music used will be mostly classical - Mozart, Bach, Beethoven and Tchaikovsky but also Japanese shakuhachi flute zen music, and other more modern pieces such as 'new age' music.

PHOTOGRAPHY 1: THE ART OF PHOTOGRAPHY	
Tutor : Bahram Monshat	Revised
WEDNESDAY 10.30-12.30	13/02/2019 – 3/4/2019
GAA LR3	Max: 15 Min: 8
Prerequisites: Desirable: Experience with/ understanding of interchangeable lens cameras or fixed lens cameras with manual setting capabilities.	Course Materials: Should you have specific gear related questions, please bring your own photo equipment and their user's manuals. A notebook and a pen.
Enrolment Cut-off: No enrolments after 20 th February 2019	

In the past few decades, critics have come to agree that photography is its own art form. In "Photography 1" we first consider the essentials of technology and techniques of photography before we shift our focus to the "why" you might take a photograph. This course offers an overview of the history of photography, camera technology and a review of the exposure triangle (aperture, shutter speed and ISO), before discussing photography as an art form. It covers visual literacy (seeing vs

looking), elements and principles of design, and considers alternative ways of responding to your subject. By understanding these topics and how to apply them, the course aims to inspire you to take better pictures and develop your creativity, vision and personal style. Regular assignments and weekly reviews of your work will help you achieve this. Basic photo editing techniques will also be discussed.

DIGITAL PHOTOGRAPHY INTRODUCTION	
Co-Tutors: Max Warlond & Jill Thompson	Revised
WEDNESDAY 10.30-12.30	13/02/2019 – 13/3/2019
MULTICULTURAL HUB Gallery	Max: 15 Min: 8
Prerequisites: None for this introduction level	Course Materials: Students pay \$5.00 to cover cost of folder and weekly handouts.
Enrolment Cut-off: No enrolments after 20 th February 2019	Bring your camera and manual to each class.

From beginners to experienced photographers using compact or DSLR cameras, there is something in this course for everyone as we explore together aspects of Digital Photography. The course will cover technical aspects of your camera and the creative components of photography. We want you to achieve the best possible photos you can achieve with your equipment. Assignments will be set each week to reinforce the classroom learning. The aim is to 'get it right in the camera' thus reducing the need for extensive editing to correct mistakes. The use of editing suites such as Photoshop, Aperture, Lightroom and others will NOT be covered in this course.

DIGITAL PHOTOGRAPHY LEVEL 2	
Co-Tutors: Max Warlond & Jill Thompson	Revised
WEDNESDAY 10.30-12.30	27/03/2019 – 24/4/2019
MULTICULTURAL HUB Gallery	Max: 15 Min: 8
Prerequisites: Some understanding of Digital Photography, as covered in our Introductory Course.	Course Materials: Students pay \$5 to cover cost of folder and weekly handouts.
Enrolment Cut-off: No enrolments after 3 rd April 2019	Bring your camera and manual to each class.

In response to feedback from participants in the introduction courses the tutors have designed this course to further extend your knowledge of Digital Photography. After briefly revising the key points covered previously, we explore further some of those elements and then introduce you to new and unfamiliar aspects of Digital Photography which will help improve your techniques. This course covers both technical and artistic aspects of photography but will NOT cover software or editing aspects. We aim to improve your photographic ability to the point where you become consistently pleased with the results you produce. Assignments during the course give a real 'hands on' feel, enabling you to see the improvement as you progress. This course is suitable for people with either compact or DSLR cameras.

NUMEROLOGY - DISCOVERING YOUR LIFE PURPOSE	
Tutor : Marea Symonds	Repeat
WEDNESDAY 12.00-2.00	13/02/2019 – 20/3/2019
GREEK CENTRE 2.2	Max: 16 Min: 10
Prerequisites: None needed	Course Materials: Pen and Paper
Enrolment Cut-off: No enrolments after 13 th February 2019	

Expand your awareness and become master of your own destiny through the science of numbers, using the Pythagorean method. The Birth numbers can identify the personal destiny of each and everyone of us, together with the various lessons that lie ahead at different stages of our development. Through analysis of our Birth numbers, we can reach an understanding of who we are and what path we should be taking on our journey through life. This will be an interactive experience.

The anticipated outcome will be that the group will have an understanding of the meaning of numbers and perhaps an insight into their own personal numerological chart. Please bring pen, paper and a calculator to class.

PATHOLOGY - A SHORT TRIP INTO HEALTH AND DISEASE	
Tutor: Julie Ryan	Repeat
WEDNESDAY 1.00-3.00	06/03/2019 – 3/4/2019
KATHLEEN SYME MR3	Max: 20 Min: 15
Prerequisites: No prerequisites or prior knowledge needed	Course Materials: Access to internet an advantage
Enrolment Cut-off: No enrolment after 6 th March 2019	

Have you ever..... had a blood test? Wondered what causes disease? Thought about genetics? Looked up Diabetes on the net? Answers to these questions and a lot more are broached in this 5 week course covering the tip of a very large iceberg of knowledge about Pathology. The class format is a PowerPoint lecture setting, with opportunity for questions along the way. Join in to find out 'what makes us all tic'.

MEDITATION AND POSITIVE THINKING	
Tutor : Kirti Baxi	Repeat
WEDNESDAY 2.00-3.30	13/02/2019 – 3/4/2019
MULTICULTURAL HUB Gallery	Max: 20 Min: 15
Prerequisites: None	Course Materials: Note pad and pen if interested in taking notes
Enrolment Cut-off: Admit with tutor approval	

This Meditation course seeks to investigate questions pertaining to life and identity by stopping, observing, and steering us towards a positive attitude. This helps to harness the power of mind. Meditation is a process to know your powerfull self. To know who you truly are inside and how to respond rather than react to what is outside. This is a workshop and discussion group to help understand ones' self and cultivate willpower.

MONEY: HOW IT WORKS	
Tutor : Barry Cooper	Repeat
WEDNESDAY 2.00-3.30 Except 20/2/2019	13/02/2019 – 13/3/2019
GREEK CENTRE 2.1	Max: 20 Min: 15
Prerequisties: none	Course Materials: WiFi capable Laptop / Tablet
Enrolment Cut-off: No enrolments after 13 th February 2019	

Money comes in all shapes and forms: cash, shares, bonds, currencies, futures, options and more. It's a measure of value, a creator of jobs, a reward for effort. But it has to get to where it's needed. That's what bankers and investment managers do. That's where human behaviour comes in. You will experience that world directly by plugging into a private online world and moving (pretend!) money to where it will be best used - protecting your investment and aiming for the top of a portfolio management leaderboard. This is not financial advice and it's not about getting rich. It's seeing how the financial system works.

FRENCH L4 - CONVERSATION AND LANGUAGE	
Tutor : Angela Di Pasquale	New
THURSDAY 10.00-11.30	14/02/2019 – 4/4/2019
MULTICULTURAL HUB White Room	Max: 15 Min: 8
Prerequisites: 3 yrs study - French Grammar to intermediate level	Course Materials: Hugo French in 3 Months; Grammar text: Heminway: Complete French Grammar; Schaum's Outlines: French Grammar. Handouts will be provided via email or hard copy. There will be a charge for photocopying.
Enrolment Cut-off: No enrolments after 28 th February 2019	

This course will satisfy your desire to develop your oral, listening and writing skills. You will also hone your understanding of grammatical concepts, a necessary component for developing independence in language study, since full immersion is not possible. The focus of the classes will be to build self confidence and nurture conversational skills through group role plays, individual presentations and discussions based on prescribed and other selected texts, and contemporary/culture based articles. Excursions/invitations to native speakers, where possible, to offer opportunities to converse in French will also be part of this course. Home study will be an important component for developing these three skills.

HISTORY OF NEW FRANCE	
Tutor : Ian Mackay	Repeat
THURSDAY 10.00-12.00	14/02/2019 – 21/3/2019
GREEK CENTRE 2.2	Max: 15 Min: 8
Enrolment Cut-off: No enrolments after 21 st February 2019	

The story of New France is largely forgotten, yet France's colonisation in North America profoundly changed world history. This course will look behind the myths of the victors to follow the story from the perspectives of the five very different cultures that struggled to dominate the North American continent between 1500 and 1800. It will examine the role played by geo-politics, religion, race, and individuals, and by incredible luck and sheer stupidity. It will uncover great vision, feats of exploration, and acts of national shame, and question some very famous reputations. Ultimately, it will show how these all led directly to the rise of the two great global powers of the nineteenth and twentieth centuries - but also how it so nearly turned out very differently.

T.S.ELIOT	
Tutor : Janet Strachan	New
THURSDAY 10.00-12.00	14/02/2019 – 4/4/2019
GREEK CENTRE Boardroom Level 3	Max: 18 Min: 10
Prerequisites: none	Course Materials: A copy of Eliot's 'Collected Poems'

T.S.Eliot. Gloomy prophet or playful satirist? Anti-semitic misogynist or the greatest Modernist poet? All of the above? "Let us go then, you and I..." on a short journey through some of Eliot's poems including The Love Song of J. Alfred Prufrock, Portrait of a Lady, The Waste Land, The Hollow Men, Ash Wednesday, Journey of the Magi, Marina and The Four Quartets. This is an introductory course to some of the poems for anybody who would like to revisit them or to read them for the first time. We will begin with Eliot's revolutionary technique so we might start with the poets Eliot admired as well as looking at the late Romantic style he rejected. Then we will look at how his increasing religious preoccupation affected his poetry.

DEVELOPMENT OF THE ENGLISH PARISH CHURCH	
Tutor: Lynne Broughton	Revised
THURSDAY 1.30-4.30	14/02/2019, 07/03/2019 & 21/3/2019
MULTICULTURAL HUB Purple Room	Max: 40 Min: 20

'Our parish churches constitute a living patrimony without precise European parallel, their architecture and fittings the product of sustained patronage that, in some cases, demonstrably extends back well over a millennium.' 'Their cultural riches are astonishing not only for their quality and quantity but for their diversity and interest as well.' So writes an eminent art historian.

English parish churches exhibit a wonderful variety in size, shape, materials, furnishings and decoration. This course will explore the ways in which they have changed over the centuries in response to religious and secular factors. The historical styles of art and architecture, use of local materials, religious ideas; all these will be discussed as we consider how the buildings developed from early times to the end of the eighteenth century. The course will be taught by lectures, lavishly illustrated with slides.


2019 Year-Long/Semester Course Vacancies at 10 January 2019

The following year-long/semester courses had vacancies at time of publication. Please check the website for current status and enrol either through the MyU3A portal or the office (9639 5209 or citymelb@u3a.org.au).

Around the World in 30 Days: Travellers Tales	Japanese Language & Culture
Bridge Supervised	Latin Poetry
Bridge: Beginners & Consolidated	Literati Lounge
Chess Levels 1, 2 & 3	Mahjong Friday
Craft Group	Mahjong Tuesday
French Level 2 - Post Beginners	Music Ensemble
French Level 3 - Basic	Neighbourhood Strolls Semester 2
French Level 3 - Intermediate	Rummy Tiles
German Level 3 - Intermediate Conversation	Spanish Level 4 - Upper Intermediate
German Level 6 - Advanced Conversation	Spanish Level 6 - Advanced
Italian Level 5 - Advanced Conversation	Wisdom of the Ages

VENUES

Most classes are held within our pool of venues listed below. A majority are at the Greek Cultural Centre, Multicultural Hub, GAA and some at Ross House. Room bookings may occasionally be changed at short notice during the year. Always check the venue notice board where applicable, at street level and ground floor entrances, which show the day's bookings.

Venue		Address and directions
Boyd Community Hub		207 City Road, Southbank. 58 tram, Stop116, or 234 or 236 Metro Bus.
City Library		253 Flinders Lane. Ask at desk for directions to Group Study Room on 1st floor
Community & Public Service Union (CPSU)		Level 4, 128 Exhibition Street. Between Little Collins and Bourke Street.
GAA House	 ground only	380-382 Spencer Street, West Melbourne. LaTrobe St tram (#24, 30 or City Circle) to Spencer Street – walk up Spencer over Jeffcott Street. OR Bourke Street tram (#86) to LaTrobe Street then as above.
Greek Centre		168 Lonsdale Street, corner of Russell Street. 2 nd floor, accessible by lift.
Kathleen Syme Library		251 Faraday Street, Carlton. Any tram in Swanston Street to Melbourne University and then a very short walk up Faraday Street.
Legacy House		293 Swanston Street, just over Lonsdale Street. Entrance just after Starbucks. Take lift to 2 nd floor.
Multicultural Hub		506 Elizabeth Street, opposite the Queen Victoria Market. Check board for room. Lift to 1 st floor rooms.
Ross House		247 Flinders Lane (between Swanston and Elizabeth) – use street level entrance next to City Library with direct access to lift. Check board for room.
Royal Historical Society Victoria (RHSV)		239 A'Beckett Street, Melbourne. Train to Flagstaff Station or Tram 58 (West Coburg/Toorak) to stop 7 at corner of William and A'Beckett Streets.
The Library at the Dock		107 Victoria Harbour Promenade, DOCKLANDS LIBRARY. Tram 48 & 11 in Collins Street to DOCKLANDS LIBRARY terminus. Short walk to Library past construction sites, entry from 2 sides and lift to upper rooms.
Welsh Church Hall		320 La Trobe Street (between Elizabeth and Queen). Hall on left with green door.

MEMBER ETIQUETTE REMINDERS

- ❖ All course enrolments must be done online or through the office. Do not attend a class and ask the tutor to enrol you.
- ❖ When you enrol in a course, put the start date in your diary or calendar so you do not forget.
- ❖ If you are on a waiting list, wait for the office to call you regarding a vacancy.
- ❖ If you change your mind about a course, or no longer wish to attend, please cancel your enrolment online or let the office know so that someone on the waiting list can take your place.
- ❖ If you cannot attend a class, record your apology online via MyU3A or let the office know. You will **lose your place** in a course if you miss three consecutive classes without apology. Our email: citymelb@u3a.org.au
- ❖ Turn off, or make silent, your mobile phone at the start of a class. Do not disrupt the class by taking calls.
- ❖ Ask the tutor about materials and copying costs at the first session and be prepared to pay your share without having to be asked.
- ❖ Always wear your U3A Melbourne City identification when attending classes.
- ❖ Respect other users of the rooms – do not push in early, or linger in corridors, if new occupants are waiting.
- ❖ Remember that in some venues there are offices where people are working – keep noise levels down both in class and while you are waiting to enter a room.
- ❖ Do NOT act on behalf of U3A if there are room problems with room. This is the responsibility of the tutor in conjunction with the U3A Melbourne City office.