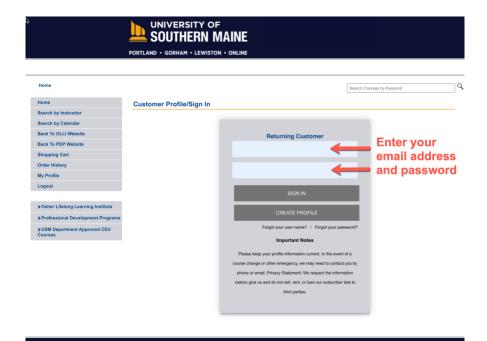
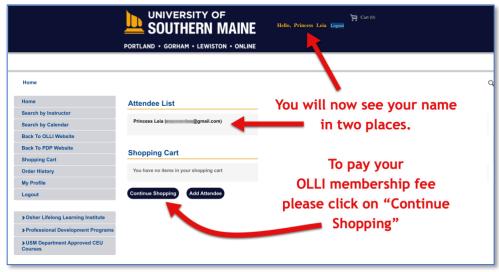
OLLI Members

Welcome back! Ready to sign up for some classes?

- 1. Please go to the OLLI Returning Customers page.
- 2. This is located at https://www.enrole.com/usmmaine/jsp/login.jsp

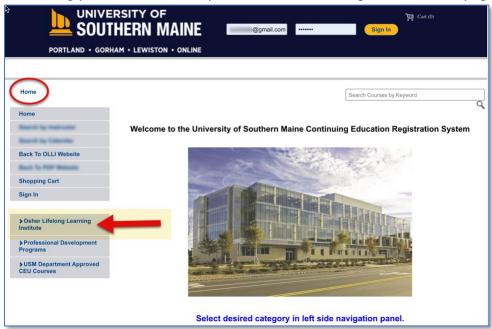


- **3.** Hit the Sign in button to open the Attendee List page.
- **4.** You will see your name in two places. One is at the top of the web page and the second is on the Attendee List.



5. Click on "Continue Shopping"

6. This will bring you to the University of Southern Maine registration home page.

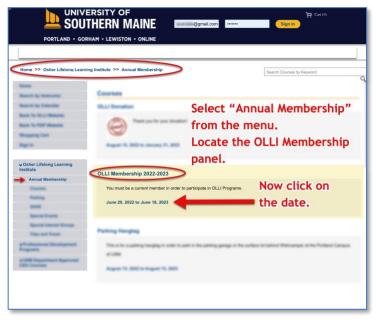


- 7. Note that two other USM programs also use the registration system for their classes.
- 8. Look for the **Osher Lifelong Learning Institute** button in the left-hand menu bar with grey buttons. Click on **Osher Lifelong Learning Institute** to open the dropdown menu and find your way around.

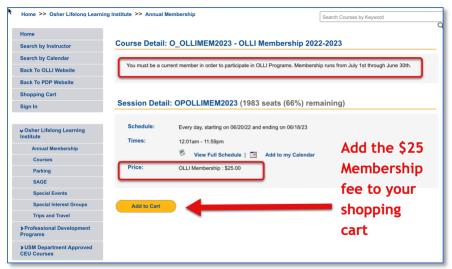


- 9. Is your membership up to date?
 - a) You must be a current member to participate in OLLI Programs.
 - b) Memberships runs from July 1st through to June 30th.
 - c) You can select "Annual Membership" from the Osher Lifelong Learning Institute *dropdown* menu tabs on the left.

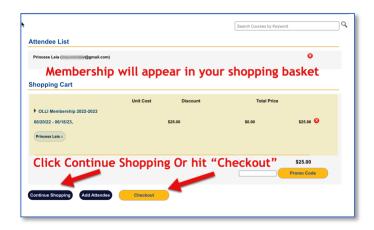
- d) Locate the OLLI Membership panel on the Annual Membership page and click on the small blue date.
- e) Use the yellow "Add to Cart" button to put the OLLI membership fee in your shopping cart.



f) Use the yellow "Add to Cart" button to put the OLLI membership fee in your shopping cart.



- g) You will see the membership fee has been added to your cart.
- h) You can now go to Checkout. (Use the yellow Checkout button.)
- i) Or, use the black "Continue Shopping" button to look for a class and Checkout later.

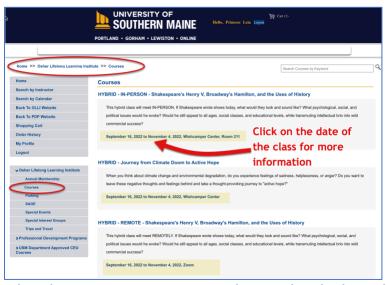


10. Add a class to your shopping cart.

a. Click on the **Courses** tab in the left menu bar under the **Osher Lifelong Learning Institute** navigation tab.

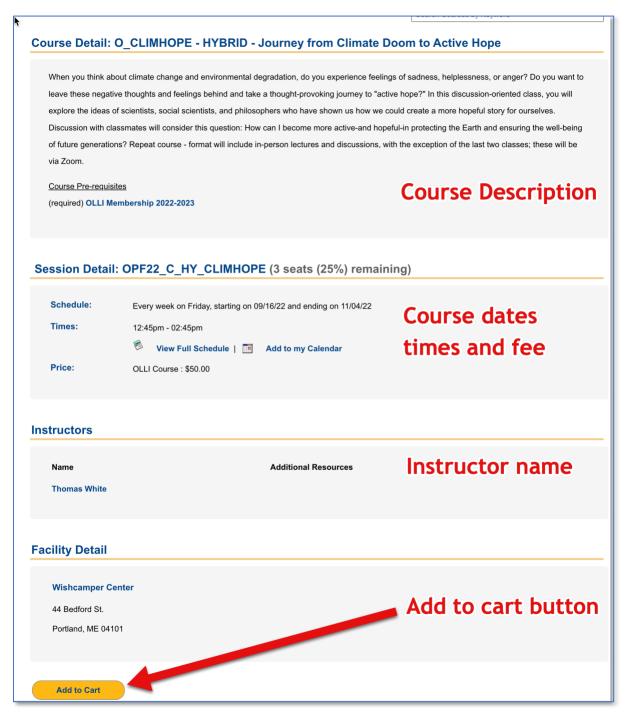


- b. This will open the OLLI courses page. Scroll through the list of classes and workshops.
- 11. Click on the date below a course for more details and the "Add to Cart" button



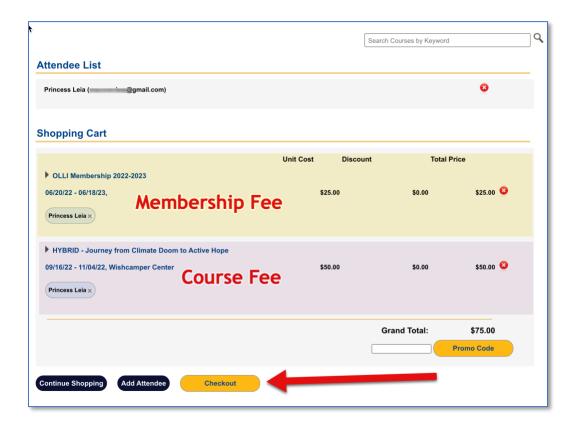
12. Click on the class date to open a new page with more details about the class.

a. This page will show the course description, dates, times, fee and the instructor's name.



- b. The "Add to Cart" button is at the bottom of each class description page.
- 13. You can add more classes using the black **Continue Shopping** button.

14. When you have made your selections go to the yellow Checkout button and pay for your class with a credit card.



TIPS

- 1. Review the OLLI Course Catalog and write down your top choices for classes before you use the registration page.
- 2. If you need help registering or paying with your credit card please contact the OLLI office at 207-780-4406