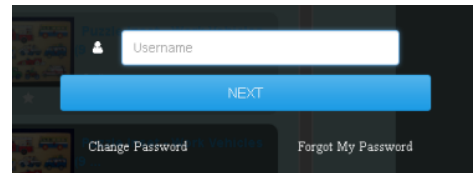
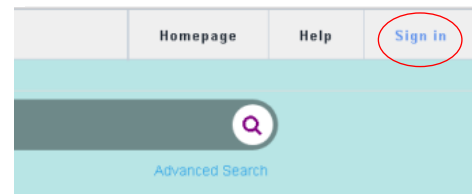


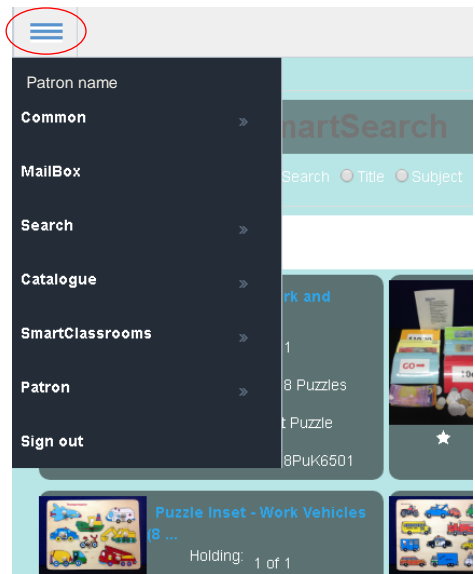
Using the Online Library

Logging in

- Go to Inclusion works website: www.inclusionworks.com.au
- Hover over Library
- Click Online library
- Sign in top right



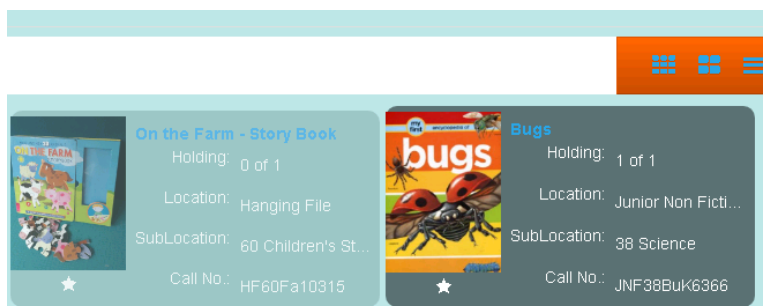
Once logged in, you can access different tabs via the top left hand corner.



Search – enter your search in the long grey tab or refine by clicking the options below this tab.

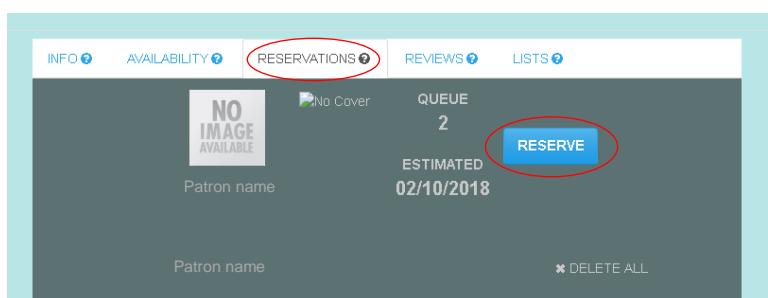


Click on the resource picture (dark grey is available, light grey is not available). When you click on the picture the information will appear in the box to the right hand side of the library.



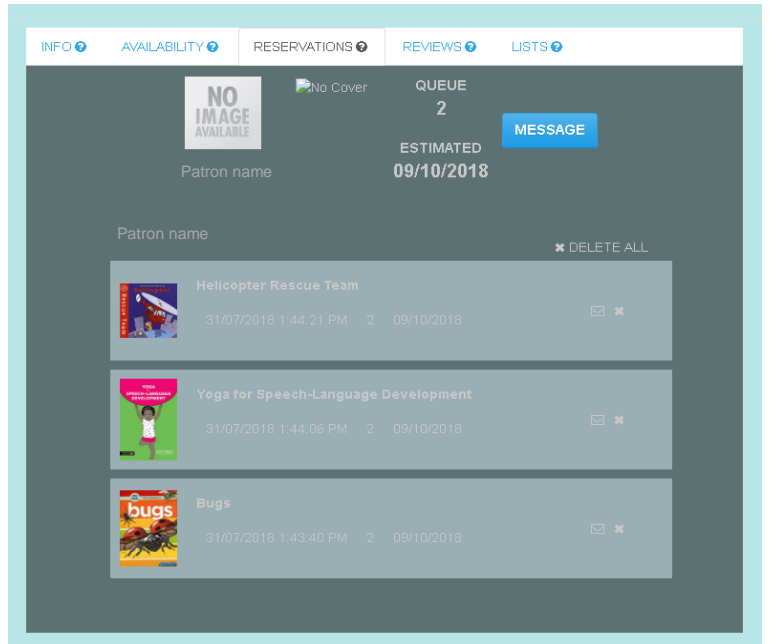
Click RESERVATIONS – it shows date available. We recommend you choose available resources as you could be waiting for months for that resource. Please note that the picture of the resource is currently not available.

Click RESERVE



Reserves will show and you can delete any that you don't want. You can always come back here to check your reserves.

To continue searching for other resources, type in another topic and reserve in the same way.

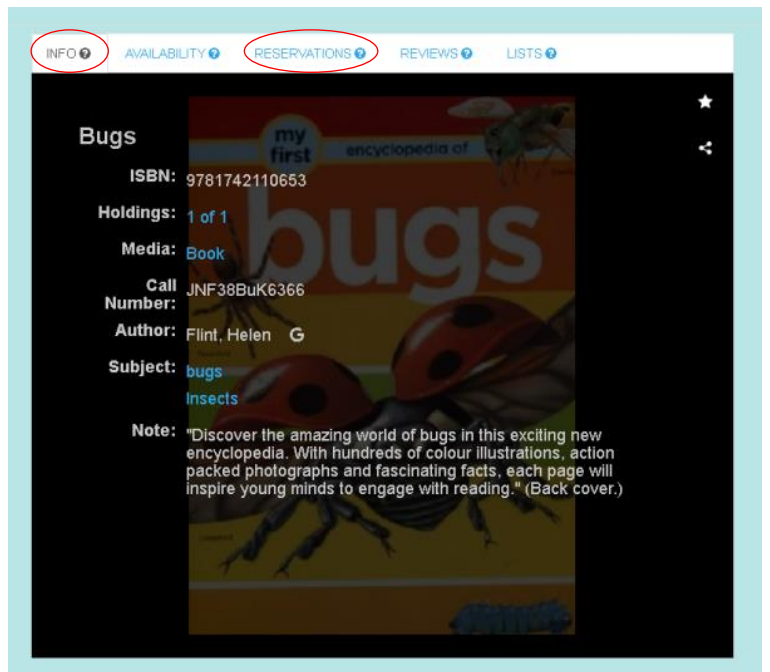


If you want more information about the resource you've chosen click:

INFO tab

RESERVATIONS tab to RESERVE it

Your reserve list will automatically come to us through our reports, emailing the list is currently not available.



The list making tab and the lists you create are only for your personal information and not for emailing to us. This feature is useful if you want to create a list of resources you would like to ask for in the future.

