

Vicphysics Teachers' Network

Setting up a subscription and accessing resources

The steps:

1. The website has been changed to WordPress so you should clear your browser cache first to avoid trying to open the old version.
2. New features on the home page are:
 - a. 'My Account' and 'Cart' at the top right,
 - b. 'Subscribe' at the right end of the usual list of sections, and
 - c. At the very bottom, description of the Subscription options
3. To access the 'Teachers' resources you need to be a subscriber. There are four types of subscriber (see the table below for the fees):
 - a. Individual,
 - b. School (up to four teachers),
 - c. Retiree and
 - d. Pre-Service.
4. The subscription fees will be introduced in stages.
 - a. Free subscription until the end of February in 2021.
 - b. Renewal notices emailed at the beginning of the 2021 school year, after which paid subscription can be made.
 - c. Paid annual subscription by 1st March, 2021
5. Select your subscription. Note: If you are setting up a School subscription, there are additional steps, see details below.
6. Select 'View Cart' or open 'Cart' at the top right of the screen. This will show your chosen subscription with a total fee of \$0. Underneath this, is a statement about 'Recurring totals'.

This is what you will need to pay to renew your subscription next year by the end of February, 2021.

7. Select 'Proceed to Checkout'. Here you enter your name, school or university, work address and email address, your phone number is optional.
8. When you are finished, remember to tick the box about the website's terms and conditions and then select 'Place order'.
9. You will now receive two emails.
 - a. Your receipt for the subscription and
 - b. An email with your password. Note: The software generates a username for you which is based on your name, which for security reasons, you are not able to change. So you may wish to instead use your email address to log in.
10. You now have access to the resources under 'Teachers'.
11. If you wish to change your password, you can do that by clicking on 'My Account' at the top of the screen which opens your Dashboard and then you can open 'Account' to change the password.

School Subscription:

If you select a School subscription and then select 'View Cart' you are asked to provide the name of the school.

There is also a tick box 'Take a seat. Optional: Use a seat to add me as a member'. This is to cover the situation in a school where the school bursar manages and pays for the subscription. In which case, they don't tick the box, leaving space for four teachers to be part of the school subscription. If the senior physics teacher is managing the subscription, then they should tick the box and there will be space for three other names.

The above steps 5 – 11 then follow

The My Account Dashboard for the School subscriptions has an extra entry 'School'. If you click on this, it displays a table where you can enter the names and email addresses of teachers who are to be part of this School subscription. Each will then receive an email inviting them to register their details.

All the other sections, 'Events', Students, Issues, etc in the top banner of the website will continue to open to all.

Subscription benefits include:

- Access to the Teachers section of this website. The 'Teachers' section includes resources for each Area of Study, exam solutions, support for practical activities and investigations, sources of apps and applets, plus much more. The email newsletter will continue to be sent to anyone who requests it.
- Discounts on registration for in-services,
- Discounts on student entries for competitions,
- Being an associate member of Vicphysics Teachers' Network

The subscription fee structure is:

	Subscription Fee: (until end of Feb 2021)	Subscription Fee: * (1st March 2021 to end of Feb 2022)
Individual	Zero	\$50
School (max: 4)	Zero	\$100
Retiree	Zero	\$30
Pre-Service	Zero	\$30

* Can be paid from the beginning of the 2021 school year.

Payment by credit card is preferred, but if a school does not have a credit card, an invoice can be issued, with subscription enabled once funds are transferred to the Vicphysics bank account.

Other changes to the Website

To incorporate e-commerce the website needed to be moved to WordPress. There are minor changes to the appearance of the various webpages, but the structure and content is unchanged.

The new website will have tiered drop-down menus at the top of the home page under the headings from 'Events' to Teachers', Issues' and finally 'News' , so that sub-menus can be seen as you move the cursor along. This way the full structure of the website can be revealed.

There is one significant change in moving from MODx to WordPress and that is to the URL for various webpages. In MODx the URL for the Luna Park worksheets, for example, was just vicphysics.org/worksheets.html, whereas WordPress requires the full lineage of the webpage, so it will be now vicphysics.org/events/lunapark/worksheets/. So any old links to the various webpages in your favourites will no longer work.

With such a significant change in the website, there will be the occasional oversight, so if you find any problems or broken links, please let us now.