

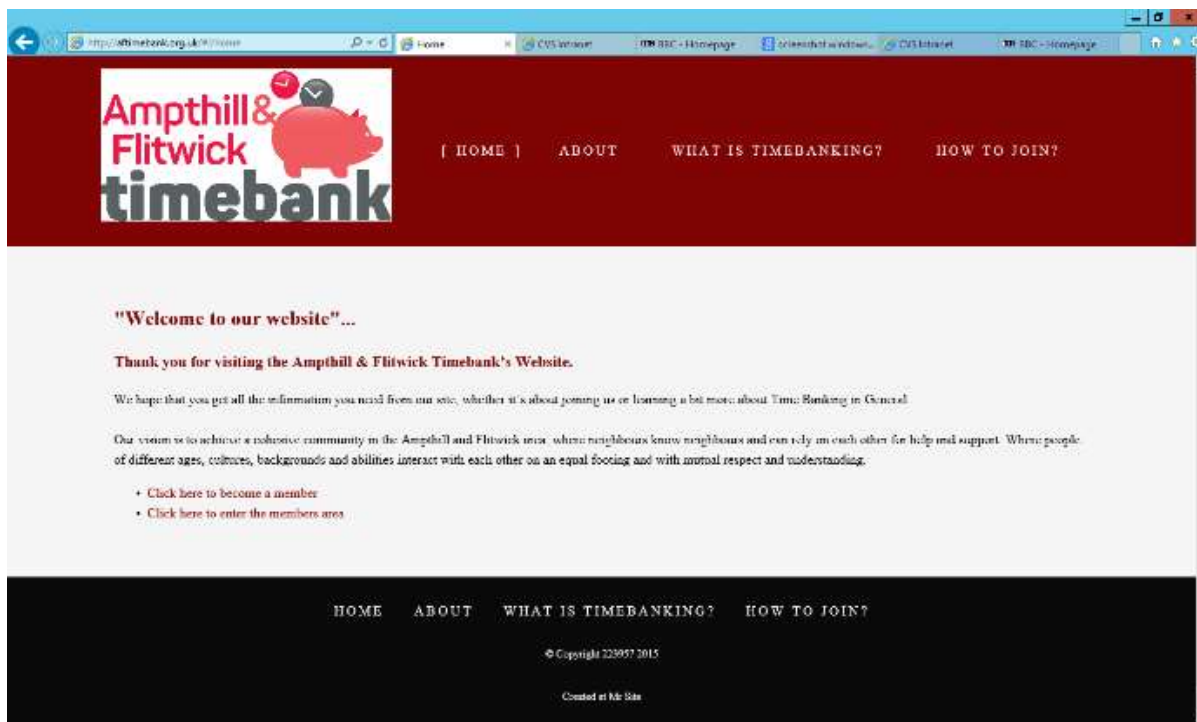
# Joining Ampthill & Flitwick Timebank

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## Instructions

Visit the Ampt Hill & Flitwick Timebank website at [www.aftimebank.org.uk](http://www.aftimebank.org.uk)

- Click on where it says 'Click here to become a member' (shown below)

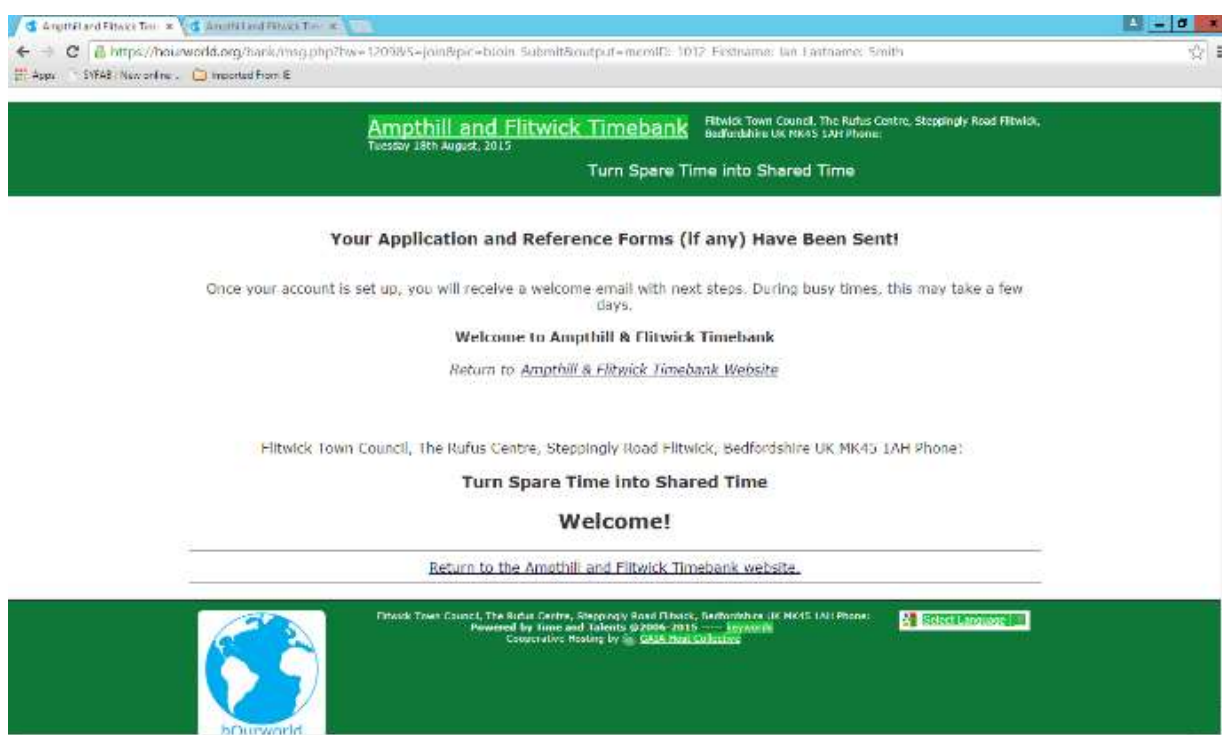


**Figure 1 - Joining Ampt Hill & Flitwick Timebank**

This will direct you to the following page:

**Figure 2 - Applying to Ampt Hill & Flitwick Timebank**

- Fill in the fields on the page as directed
- Please read the Ampthill & Flitwick TimeBank's Code of Conduct. By applying to join the Timebank you are deemed to have agreed to abide by the Code of Conduct
- Click the Send Application button near the top of the page to send the application to the York Timebank team
- You will know this has worked because you will see a page like that below and you should receive an email confirmation



**Figure 3 - Thanks for your Application**

Once you have received confirmation that your application was successful and you have been added to the Time and Talents system.

- Log onto the system either using this link <http://www.hourworld.org/bank/?hw=1209>
- Or via the Ampthill & Flitwick Timebank Website (where it says '**Click here to enter the members area**' as below)

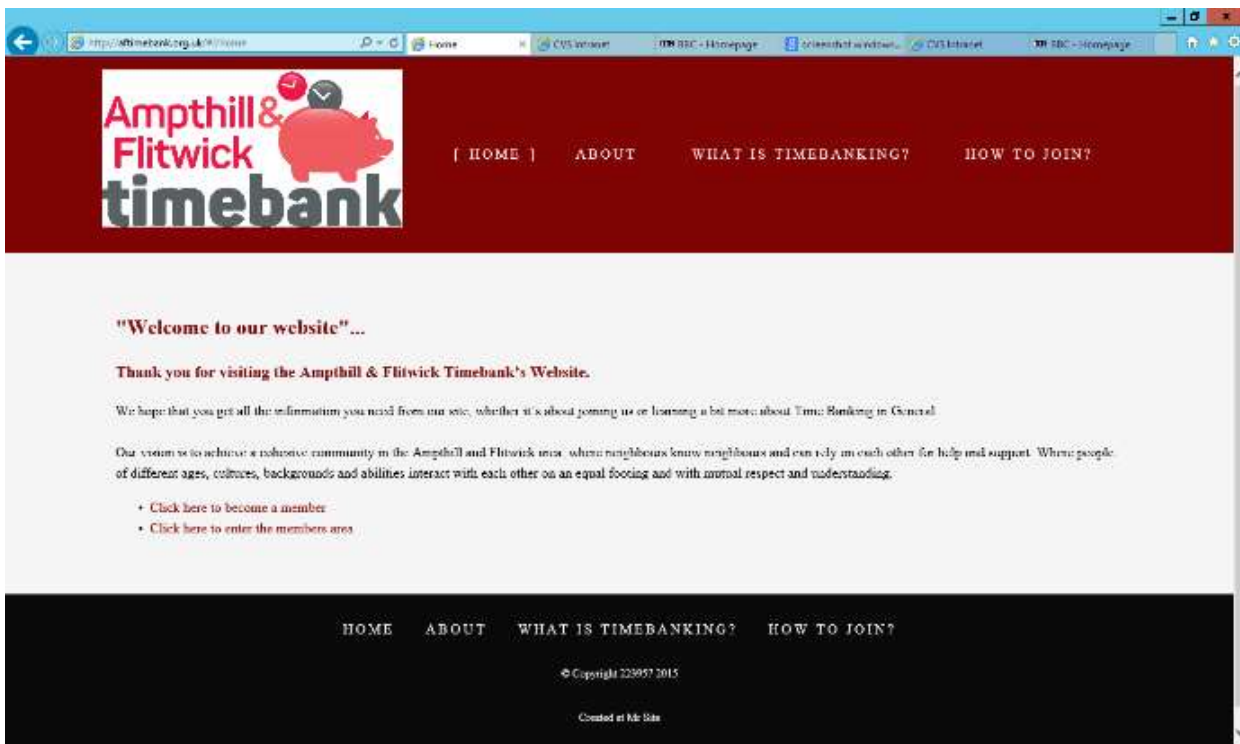


Figure 4 - Time and Talents log on

Below is the page you will then see.

- Enter your email and the password you were given in your Welcome email

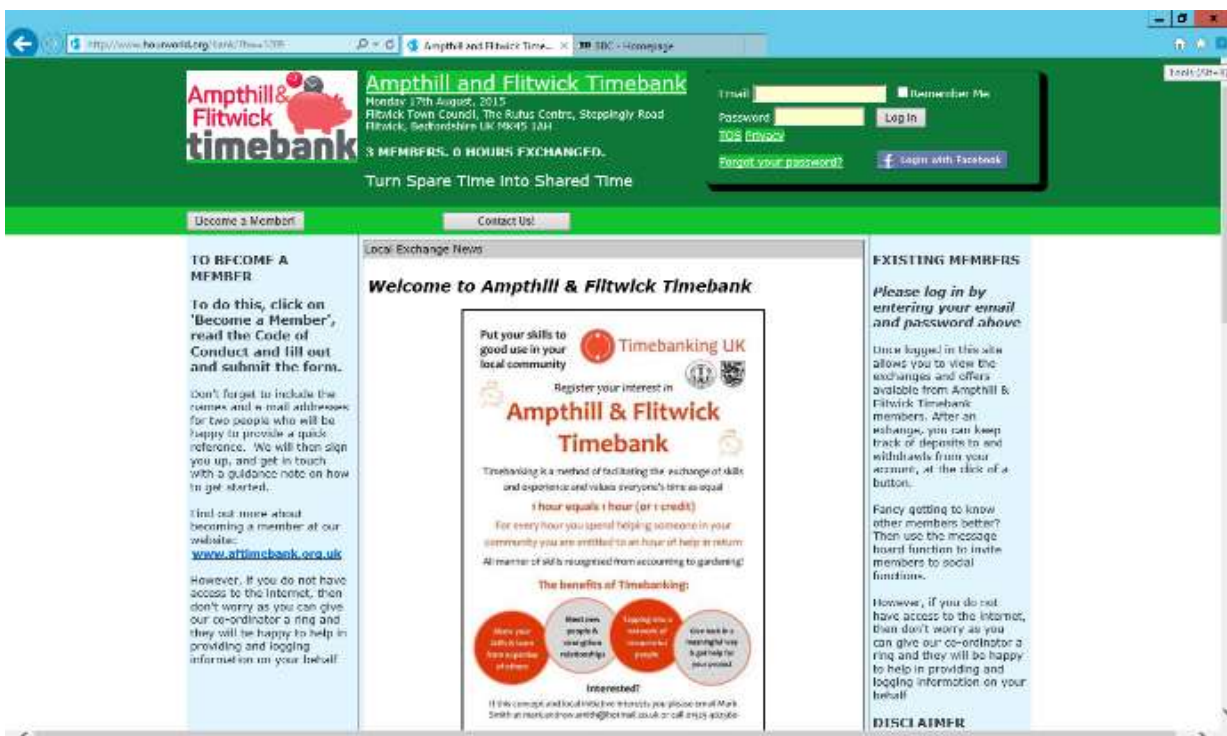


Figure 5 - Time and Talents Log In page

You will then see the following page which will be the first page you always see when you log onto Time and Talents

The screenshot shows the Ampt Hill & Flitwick Timebank website. The header includes the logo, the site name, and navigation links for Notices, Help, Sponsors, and Logout. A secondary navigation bar contains Home, Hours, Account, Offers, Requests, Members, Groups (0), and Inter-Trade. The main content area displays a welcome message for 'Mark', a 'My To Do List (6)', and an 'Announcements' section with a 'Post an Announcement' form. A yellow banner indicates 'There are no announcements to display at this time.' The footer contains the Timebanking UK logo, contact information, and a 'Contact Your Coordinator' button.

**Figure 6 - Time and Talents front page**

Please now refer to the *First Time User of Time and Talents* document and the *Time and Talents User Guide* for all other information about using the Ampt Hill & Flitwick Timebank system