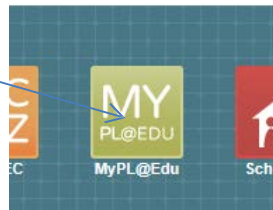


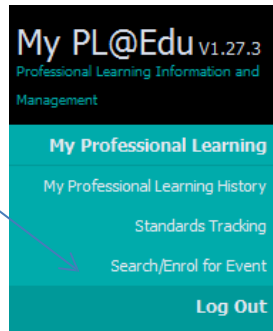
DEC Teachers - Registration needs to be completed via My PL@Edu.

For DEC teachers My PL@Edu is accessed under the My Applications TAB in the DEC Portal

1. Click on the My PL@Edu



2. Click on the search for event



3. Enter the Event Id **110929**

Principals Networks	<input type="text"/>
Target Audience	<input type="text"/>
Course Provider	<input type="text"/>
Student Stage	<input type="text"/>
Event Id	<input type="text" value="110929"/>
Key Learning Area	<input type="text"/>
Australian standards	<input type="text"/>
Venue	<input type="text"/>

4. Click on the K-6 Languages Network Meeting

Search Results

One item found.

Event Title

K-6 Languages Network Meeting

< Back to Search

5. Go to Event Enrol at bottom of page

< Back

Event Enrol

6. Complete the registration

Postal Address Line 1 *	<input type="text"/>
Postal Address Line 2	<input type="text"/>
Suburb / City / Town *	<input type="text"/>
State *	<input type="text"/>
Postcode *	<input type="text"/>
Home Number	<input type="text"/>
Mobile Number	<input type="text"/>
Fax Number	<input type="text"/>
Current Position *	<input type="text"/>
Current Workplace *	<input type="text"/>
Years in Current Position *	<input type="text"/>
Special Requirements (including dietary needs)	<input type="text"/>
EEO Data (Voluntary)	Gender: <input type="text"/> ATSI: <input type="checkbox"/> Racial, ethnic or ethnoreligious minority: <input type="checkbox"/> Disability: <input type="checkbox"/>
Payment Method *	Govt School Direct Debit <input type="text"/>

Non DEC Teachers

<https://www.det.nsw.edu.au/proflearn/areas/plp/mypl/index.htm>



Direct link to My PL@Edu for those without portal access

1. Click on "Don't have a User name?"

A screenshot of the "Enter Log In Details" form. It has a teal header with the title "Enter Log In Details". Below the header are two input fields: "User Name*" and "Password*", each with a red asterisk. A "Log In" button is positioned below the password field. At the bottom of the form, there is a yellow box with the text: "Your User Name is your DEC User Id (e.g. jane.a.citizen), or your Network Id (e.g. JCITIZEN12)." Below this box are two links: "Don't have a User Name?" and "Forgotten your Password?". A blue arrow points from the text "Click on 'Don't have a User name?'" to the "Don't have a User Name?" link.

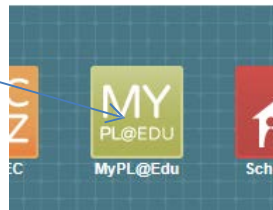
2. Register a Username

A screenshot of the "Enter your details" registration form. It has a teal header with the title "Enter your details". Below the header is a yellow box with the text: "NOTE: You only need to register if you do not already have a username (DEC User Id) issued to you." The form contains several input fields: "Title*" (with a dropdown menu showing "Mr"), "First Name*", "Middle Name", "Family Name*", "Gender*" (with a dropdown menu showing "M"), "Date of Birth*" (with a date picker showing "dd/mm/yyyy"), "Email*", and "NSWIT Institute Number". There is also a "Validation Text*" field. At the bottom right of the form is a reCAPTCHA widget with the text "being" and "reCAPTCHA". Below the reCAPTCHA are "Cancel" and "Register" buttons. A blue arrow points from the text "Register a Username" to the "Family Name*" field.

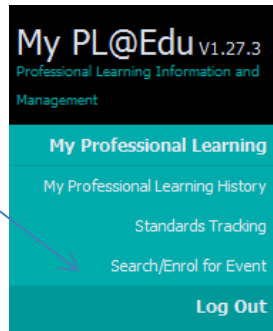
Continue with next page.

Browse My PL@Edu to see available courses without logging on or obtaining a username

1. Click on the My PL@Edu



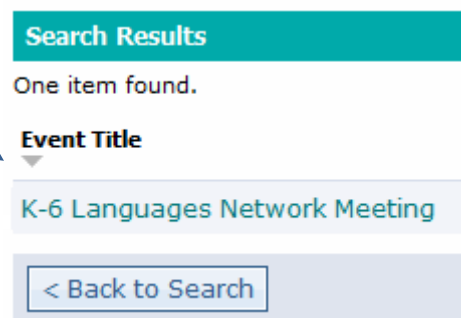
2. Click on the search for event



3. Enter the Event Id **110929**

A screenshot of a search form with several input fields. The 'Event Id' field is highlighted with a blue arrow and contains the text '110929'. Other fields include 'Principals Networks', 'Target Audience', 'Course Provider', 'Student Stage' (a dropdown menu), 'Key Learning Area', 'Australian standards' (a dropdown menu), and 'Venue'.

4. Click on the **Spanish Teachers' Conference**



5. Go to Event Enrol at bottom of page



6. Complete the registration

A screenshot of a registration form. It contains several input fields for personal and contact information: 'Postal Address Line 1', 'Postal Address Line 2', 'Suburb / City / Town', 'State' (a dropdown menu), 'Postcode', 'Home Number', 'Mobile Number', 'Fax Number', 'Current Position' (a dropdown menu), 'Current Workplace' (a dropdown menu), and 'Years in Current Position' (a dropdown menu). There is also a large text area for 'Special Requirements (including dietary needs)'. At the bottom, there are checkboxes for 'EEO Data (Voluntary)', 'Gender' (a dropdown menu), 'ATSI', 'Racial, ethnic or ethnoreligious minority', and 'Disability'. A 'Payment Method' dropdown menu is also present, showing 'Govt School Direct Debit'.