

## HOW TO ATTEND AN OLLI CLASS FROM HOME

### OVERVIEW:

- 1) **First, you will need to create your account on the new *OLLI REMOTE LEARNING CENTER* website.** You only do this once. To register, you will need the OLLI Member ID Number from your ID card.
- 2) **Second, you must verify your email address to gain access to your *OLLI REMOTE LEARNING CENTER* account.** You only do this once. An email will be sent to you and you must reply to this email to turn on your account. Note: This email may appear in your spam folder so check there if you don't receive it after a few minutes.
- 3) **Third, you can then log into your *OLLI REMOTE LEARNING CENTER* account.** From there, you choose to either attend a live classroom broadcast (you can submit questions to the presenter during the class) or watch recorded lectures. You do this each time you attend a class or watch a recorded video.

NOTE: You can use a computer, smartphone or tablet to access the *REMOTE LEARNING CENTER*.

**1) CREATE YOUR OLLI REMOTE LEARNING CENTER ACCOUNT:**

**Step 1:** Using your browser (Explorer, Firefox, Edge, Chrome), go to:  
<https://olli.ce.uci.edu>

**Step 2:** Click **Register**

**Step 3:** Enter your email address

**Step 4:** Create a password

**Step 5:** Enter your **OLLI Member ID Number**—Found on your ID card and begins with the letter 'M'. Note, this is not the same as your UCI Student Account ID.

**NOTE:** Summer 2021 members will not be issued a Membership ID card. To obtain your Member ID number, send an email to [olli@uci.edu](mailto:olli@uci.edu) or call the OLLI office at 949-451-1403, Mon - Fri, 9 AM - 4 PM.

**Step 6:** Check the box next to "I'm not a robot" and agree to the Terms and Conditions. Follow any instructions that pop up.

**Step 7:** Click **Next**

**Step 8:** Click **Done** (on next screen—not shown here)

**If you need further assistance, email us at [olli@uci.edu](mailto:olli@uci.edu) or call the OLLI office at 949-451-1403, Monday - Friday, 9 AM - 4 PM.**