#### **AMBERLEY MUSEUM**

### The online Rail Group system.

The person who introduced you to the Rail Group should have explained that we hold our details online in an area of a website that is not accessible to people outside the group. It is protected by passwords and is not visible to Google or other search engines. It uses cookies to store minimal information, none of which is 'personal'. It may be independent of the museum for logistical reasons. It holds training and information documents, and also a calendar that shows who is booked for duties; this also holds your personal details and has a feature to send an email to selected member-groups.

We have added your basic details. Other members of the group can see your name, phone and email plus an indication of your availability for passenger duties; only website administrators can see your full information(Head of Group, Secretary and a nominated person who acts on behalf of the Group)

You or administrators can change your personal details, including user name and password. Only administrators can change your authorisations(driver, guard, etc).

There is a page of help facilities within the Roster/Calendar.

User names and Passwords are sent in separate emails. They may contain spaces and non-standard characters.

To access the website type the details sent to you into your browser's address bar(not google search area) to see a prompt for a user name and password. These general details are the same for all users. The user name is username1 in your introductory email and the password is in a separate email as pw1.

That will take you to this view...

Amberley Railgroup Stock & Running	
Menu	
This menu gives access to the Roster and Loco and Rolling Stock information and pre-run check documents in Adobe PDF format  [Calendar(Roster)] Informative Documents - Rulebook, Training, Stock preparation etc Menu for todays stock and attractions - experimental David's website	
News	
Item	Date
Revised presentation of Documents Area.	Sept 2016.

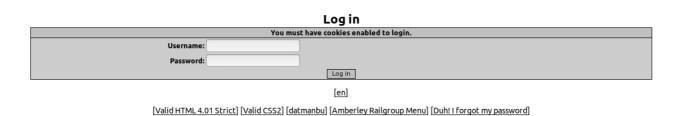
# Amberley Railgroup Calendar - please read help file



Click on 'Calendar(Roster) to view the roster itself...

Click on the Login button and then type in your personal username2 from your introductory email

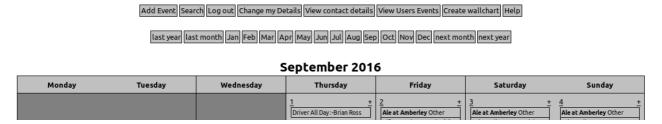
## Amberley Railgroup Calendar - please read help file | Search | Back to Calendar | View date | Log in | Help |



Rail Group in confidence; do not disclose this to anybody who is not a Rail Group member.

### and pw2 from the next email to reveal the full menu

#### Amberley Railgroup Calendar - please read help file



The Help page should tell you how to use the system to add events and duties. Contact the webmaster if you have difficulties.

David M Bennett

September 2016.