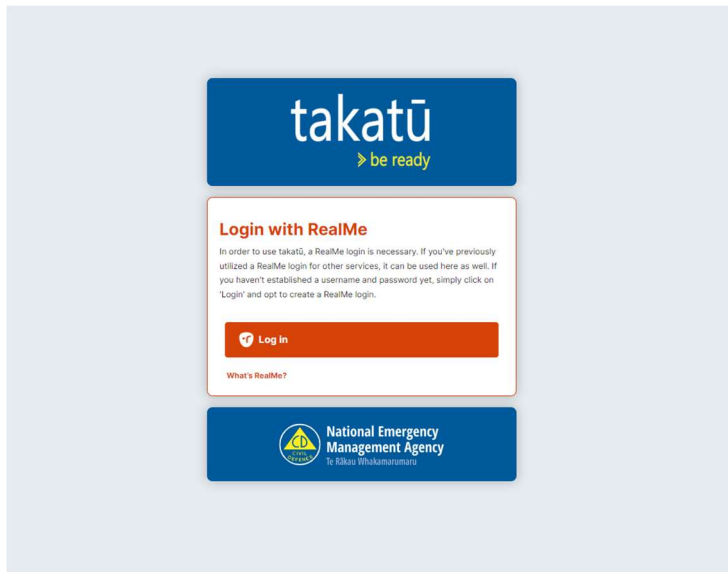


Step-by-Step Guide to Creating a takatū Account

1- Visit the takatū website by going to this URL:

<https://takatu.civildefence.govt.nz/>

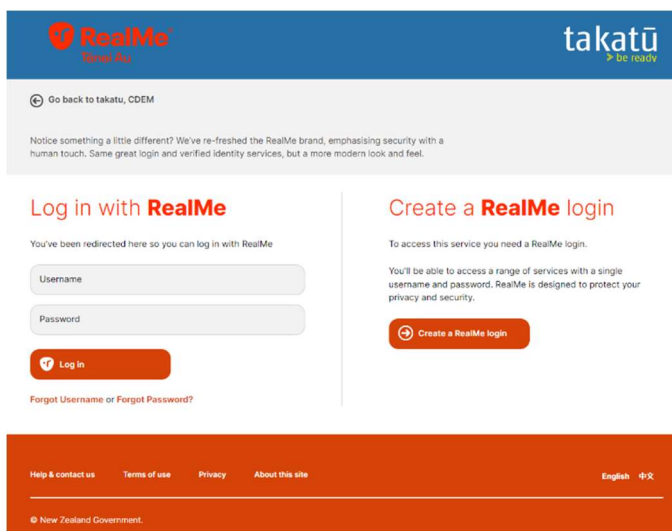


2- Click on the 'Log in' button.



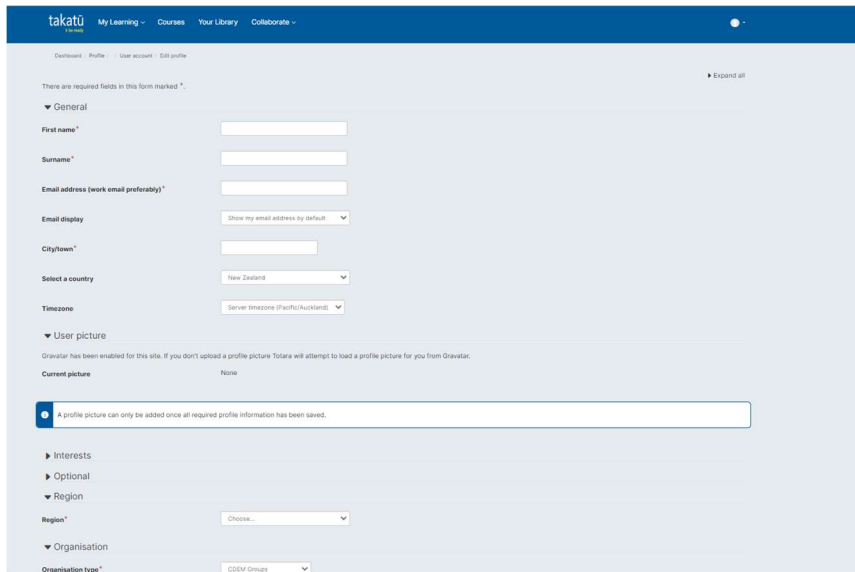
3- takatū uses RealMe for authentication. If you already have a RealMe account, you can use it to log in. If you don't have one, you'll need to create a RealMe account.

4- Type your RealMe username and password and click on the 'Log in' button.



Step-by-Step Guide to Creating a takatū Account

5- After logging, you'll be directed to the profile page on takatu.



The screenshot shows the 'Profile' page on the takatū website. The page has a blue header with the takatū logo and navigation links: 'My Learning', 'Courses', 'Your Library', and 'Collaborate'. Below the header, there are tabs for 'Dashboard', 'Profile', 'User account', and 'Edit profile'. A message at the top states: 'There are required fields in this form marked *'. The form is divided into sections: 'General' (with fields for First name*, Surname*, Email address (work email preferably)*, Email display, City/Town*, Select a country, and Timezone), 'User picture' (with a note about Gravatar and a 'Current picture' field showing 'None'), 'Interests', 'Optional', 'Region' (with a 'Region*' dropdown menu), and 'Organisation' (with an 'Organisation type*' dropdown menu). A blue button with a white asterisk icon and the text 'A profile picture can only be added once all required profile information has been saved.' is located below the 'User picture' section.

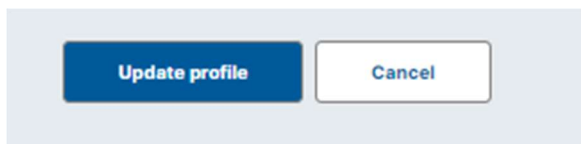
6- Fill in the necessary fields on the profile page. Fields marked with an asterisk (*) are required. The important ones include:

Email Address (preferably your work email): : The email address you provide in this field does not influence your RealMe account. takatū uses this information to organise its audiences.

Region: Enter your region to receive content relevant to your location.

Organisation Type: This information helps takatū to organise its audiences to provide the right content for you.

7- Once you've filled out your profile, click the "Update Profile" button located at the bottom of the page.



Step-by-Step Guide to Creating a takatū Account

8-Read and accept takatū 's terms and conditions. Click "Submit".

Takatū Terms of Use and Privacy Statement

English (en)

Terms of Use

By using or accessing takatu.civildefence.govt.nz, you agree to be legally bound by these terms and conditions. If you do not wish to be bound by these terms and conditions, please do not use takatū.

Accuracy

Whilst the National Emergency Management Agency (NEMA) aim to provide you with accurate information on takatū we are unable to guarantee that the information and content contained in the site is accurate, verified or complete. We accept no liability if you or any person or organisation relies on or uses the information and/or content.

By using takatū you agree

- to use takatū in a honest and professional manner;
- to add information for the purpose it is intended;
- to use respectful language within takatū, and not harass or abuse other users;
- to be responsible and respectful of each other - to play nice;
- to respect copyright law;
- not to send spam or other unwelcomed communications to others;
- not to post anything that contains software viruses, worms or any other harmful code.

If you breach these terms of use NEMA may block you from the site. We may also moderate user comments on takatū at our discretion.

Working within Civil Defence Emergency Management

Creating an account or following courses on takatū does not automatically make you eligible to work within civil defence emergency management in New Zealand. You or your organisation are not endorsed by the National Emergency Management Agency or the CDEM Groups by following courses within takatū.

There are publically accessible parts of takatū as we all play a part in civil defence in our communities, however if you are keen to volunteer or work with CDEM please contact your local CDEM Office.

Use of takatū from outside of New Zealand

Provide your consent

I have read and understood the terms of use and privacy statement (Consent is required to access the site)*

Yes, and I agree

No, and I do not agree

9- You'll be directed to the preferences page. To start, click on the takatū logo at the top left of the page. This will take you to your assigned dashboard.

