



FARMING
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GWEMINAR WEBINAR

 Cyswllt Ffermio | Farming Connect

Register and join Farming Connect webinars



Ariennir gan
Lywodraeth Cymru
Funded by
Welsh Government

www.gov.wales/farmingconnect

Register and join Farming Connect webinars

Here is a guide clearly stating the steps you need to take to access BOSS and our online webinars.

Please ensure you complete these steps to register for the webinars in a sufficient timeframe. If you are new to BOSS and require your account to be verified you must allow 5 working days.

Contents:

Step 1 Access BOSS (Business Online Support Service) via Sign on Cymru

Step 2 Register and join a Farming Connect Webinar

STEP 1

TECHNICAL TIPS

Accessing the BOSS (Business Online Support Service) website, generally works best on the Google Chrome web browser. Free and easy to download, visit www.google.com/chrome/ for more information.

If you have any problems accessing BOSS, contact your local development officer or the Farming Connect Service Centre on 03456 000 813.

STEP 1 - Accessing BOSS (Business Online Support Service)

Accessing BOSS is essential in order to...

- complete a PDP (Personal Development Plan) and identify your training goals and development needs
- apply for your selected subsidised training
- complete a range of fully funded e-learning modules
- access your personal Storfa Sgiliau record

New to BOSS?

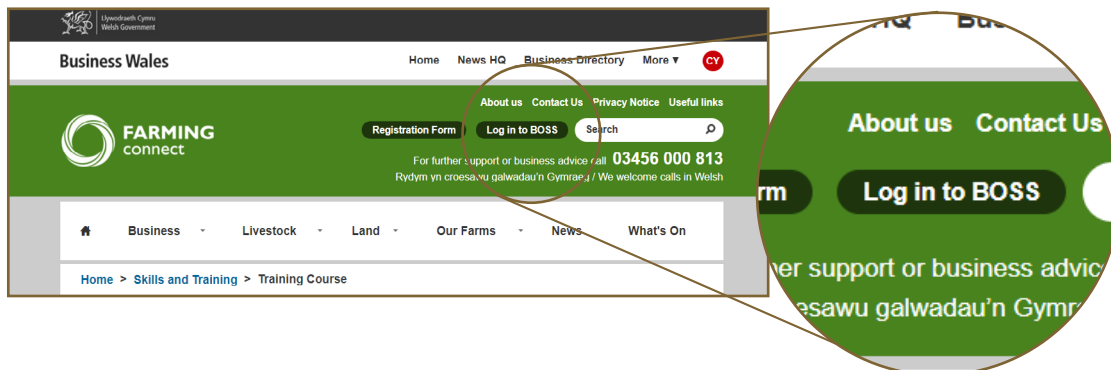
In order to access BOSS you will need to register your personal email address with Farming Connect. If you are not already registered, contact the Service Centre on 03456 000 813.

You should receive a confirmation email from the Farming Connect Service Centre containing your BOSS log in details.

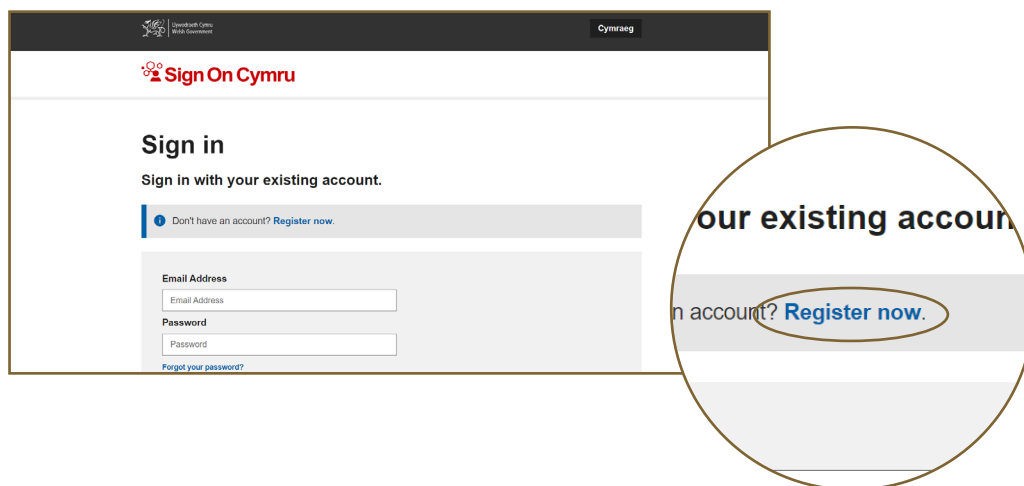
NB If you have not received confirmation within five working days, contact the Service Centre.

Creating a BOSS account

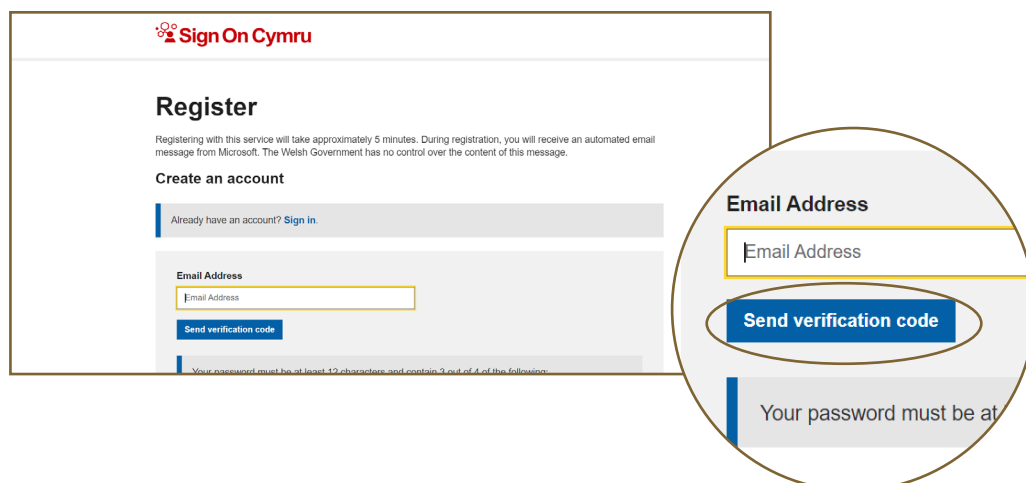
- To create a BOSS account, click the **'Log in to BOSS'** button on the Farming Connect website header



- Click **'Register now'**



- Enter your Farming Connect registered email address then click **'Send verification code'**. A verification code will be sent to you.
- If you do not receive the verification code within a few minutes, please check your Junk e-mail folder. If it has not arrived, call the Service Centre.



- If you have received the verification code, enter it and create your new password. You will be asked to confirm your new password.
- Click on **'Create'**.

Congratulations - you have created your new BOSS account!

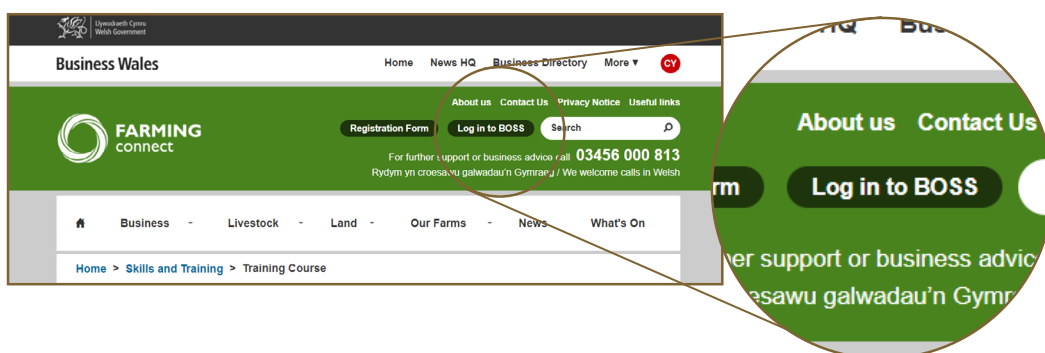
- Write your login details down and keep them safe!

NB If you cannot remember your password, click on **'Forgot your password?'**
You will be sent a link enabling you to reset it.

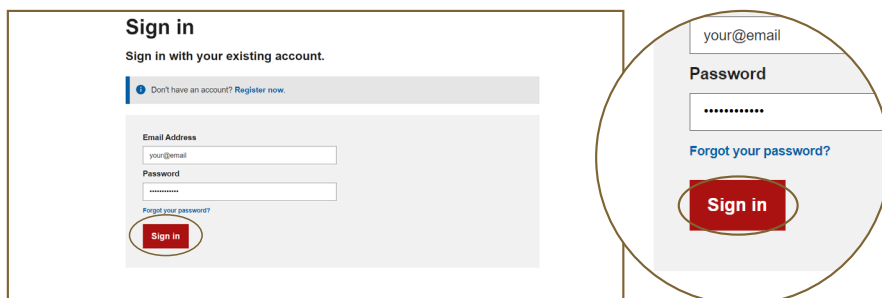
Revisiting BOSS

If you have previously logged into BOSS via SOC you will need to:

- To log in to BOSS, click the **'Log in to BOSS'** button on the Farming Connect website header



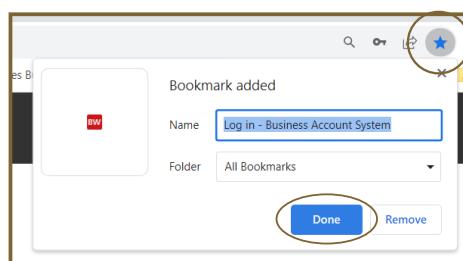
- Enter your individual Farming Connect registered email address and password then click **'Sign in'**



- A verification code will be sent to your email. Enter the 6 digit code to sign in.

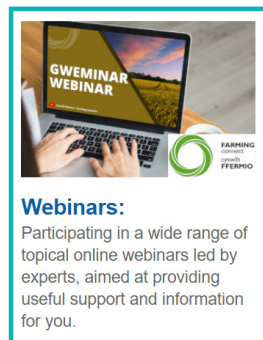
NB SOC will enable you to access all Business Wales online services, including your Farming Connect online account using your registered email address and password.

NB To access BOSS again, add the BOSS page to your 'favorites' or 'bookmarks' by clicking the star icon on the top right of your web page



STEP 2 - Register on to a Webinar

- Log in to BOSS (See Step 1 instructions on page 3)
- Select the **Webinar** tile on the BOSS homepage

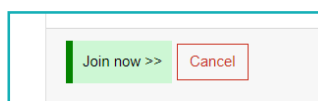


- Select the webinar you would like to attend
- Select the webinar title above the webinar description

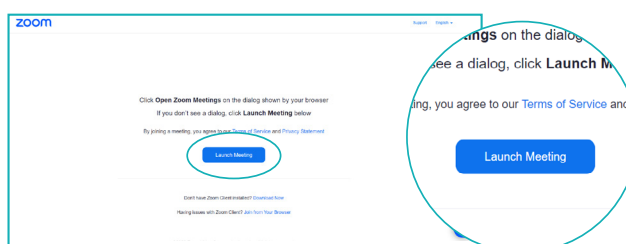


- Click **Book Attendance** and you will receive a confirmation email
- To join the webinar, re visit the registered webinar page on the date and time of webinar by repeating above steps and click **Join now**.

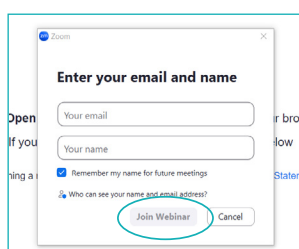
NB The 'Join now' button will appear 10 minutes before the scheduled webinar start time



- A new tab will open taking you to 'zoom'. Click **Launch Meeting**



- Enter your Email and Name and click **Join Webinar**



You have successfully connected to Zoom and the meeting or webinar will start as soon as the host starts the session or starts broadcasting the webinar.

Contact us

For further guidance on Farming Connect skills, training and e-learning, contact...

- ✓ your local Farming Connect development officer...or
- ✓ your selected training provider...or
- ✓ the Farming Connect Service Centre on 03456 000 813...or
- ✓ visit www.gov.wales/farmingconnect

Rydym yn croesawu galwadau'n Gymraeg / We welcome calls in Welsh

