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## AARE Member Frequently Asked Questions

Office & Executive Committee Support	
How do I get support from the AARE Office?	Amanda Mehegan, Executive Office Manager Susie Knight, SIG & Administration Assistant Email: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> Phone: 03 5955 2412 Video call can be arranged if required via MS Teams / Zoom.
How do I get in touch with one of the AARE Executive Committee Members?	A list of the AARE Executive Committee members is available at the AARE website: <a href="http://www.aare.edu.au/about-us/executive/">www.aare.edu.au/about-us/executive/</a> If you need to be connected with a specific member of the Executive, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.
AARE Membership	
How do I find my AARE membership number and/or expiry date?	When you are logged in to the AARE website, your membership number and expiry date appear in the top right hand side of the website. If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.
How do I reset my AARE member password to log in to the AARE website?	Go to: <a href="https://www.aare.edu.au/Security/login">https://www.aare.edu.au/Security/login</a> Click "I've lost my password" Enter the e-mail address we have on file for your AARE membership and you'll receive a link you can use to reset your password. If you don't know the email address attached to your membership, or have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.
How do I join AARE as a member?	Visit: <a href="https://www.aare.edu.au/membership/">https://www.aare.edu.au/membership/</a> Select the category of membership that applies to you: <ul style="list-style-type: none"> <li>• Ordinary - \$189 ex GST</li> <li>• Concessional - \$90 ex GST</li> </ul> You'll then proceed to enter your contact details (if overseas your fee will be ex GST; if in Australia, GST will be added). You can select to bundle membership plus Hard Copy AER or purchase a book with your membership. If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.

AARE Membership cont.	
I have been a member of AARE in the past but my membership has expired. How do I renew my membership?	Use the instructions above to log in to the AARE website, then click Renew my membership in the top right hand side of the website. If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.
AARE Annual General Meeting	
How do I attend the 2023 AARE AGM? (AARE members only)	All members are required to <a href="#">register here for the AGM</a> Please ensure you have your membership number on hand to register. Wednesday 29 <sup>th</sup> November 5.30pm AEDT Location: Carrillo Ganter Theatre (B02), Level B1, Sidney Myer Asia Centre (Building 158), University of Melbourne Check in 5.15pm AEDT, meeting commence 5.30pm AEDT If you have any queries, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.
How do I access the 2023 AGM meeting papers? (AARE members only)	Log in to the AARE website <a href="http://www.aare.edu.au">www.aare.edu.au</a> and go to: <a href="https://www.aare.edu.au/members/members-page/">https://www.aare.edu.au/members/members-page/</a> If you can't log in, see instructions above.
Books / Publications	
How can I buy one of the Local/Global Issues in Education (LGIE) Books, published by Routledge?	Log in to the AARE website <a href="http://www.aare.edu.au">www.aare.edu.au</a> and go to: <a href="https://www.aare.edu.au/shop/">https://www.aare.edu.au/shop/</a> Select your purchase and proceed to the checkout to pay online. The AARE Office will send your book within 30 days. If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a> , 03 5955 2412.

<b>Special Interest Groups</b>	
How do I learn more about the SIGs available?	<p>You can find a full list of SIGs and SIG Convenor contacts at the AARE website: <a href="http://www.aare.edu.au/sigs/">www.aare.edu.au/sigs/</a></p> <p>From there you can click through to find a web page for each SIG which includes a description of their focus and activities and provides links to any active social media pages that you can follow.</p>
How do I join a SIG or change which SIGs I am a member of?	<p>When you are logged in to the AARE website, you'll see the following link in the top RHS of the website:</p> <p><a href="#">As a part of your membership, you may join up to three SIGs.</a></p> <p>To edit/update your SIG membership, click through the link and tick/untick to make changes, then click</p> <p>&gt; <b>Save Changes.</b></p> <p>If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a>, 03 5955 2412.</p>
How do I find out about and/or register for upcoming SIG events?	<p>SIG events are promoted in the following way:</p> <ul style="list-style-type: none"> <li>• Monthly AARE Member Update</li> <li>• Website Event Calendar</li> <li>• Social Media</li> <li>• SIG news updates</li> </ul> <p>All posts will include a link to register and provide details about the event.</p> <p>If you have any trouble with this process, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a>, 03 5955 2412.</p>
One of the SIG's I am a member of is calling for a new Convenor and I am interested in submitting an expression of interest. How do I do this?	<p>SIG Convenors are required to be a current financial member of AARE. To express interest, email a 150 - 200 word bio about yourself, and a short justification for your interest in the SIG convenor role to <a href="mailto:sigs@aare.edu.au">sigs@aare.edu.au</a>.</p> <p>If you have any trouble with this process, please call or email the AARE SIG Administration Assistant: <a href="mailto:sigs@aare.edu.au">sigs@aare.edu.au</a>, 03 5955 2412.</p>
What is involved in becoming a SIG Convenor?	<p>SIG Convenors are required to be a current financial member of AARE.</p> <p>Information about SIG Convenor roles and responsibilities is available at the AARE website: <a href="http://www.aare.edu.au/sigs/information-for-sig-convenors/">www.aare.edu.au/sigs/information-for-sig-convenors/</a></p> <p>If you have any trouble with this process, please call or email the AARE SIG Administration Assistant: <a href="mailto:sigs@aare.edu.au">sigs@aare.edu.au</a>, 03 5955 2412.</p>

<b>Social Media</b>	
How do I follow AARE on social media?	<p>We'd love you to join and follow!</p> <p><b>Facebook</b></p> <p style="padding-left: 20px;"><a href="#">AARE</a> <a href="#">Australian Educational Researcher</a></p> <p><b>Twitter</b></p> <p style="padding-left: 20px;">AARE   <a href="#">@AustAssocResEd</a> EduResearch Matters Blog   <a href="#">@AAREBlog</a> Journal AER   <a href="#">@AER_AARE</a></p> <p><b>YouTube</b></p> <p style="padding-left: 20px;"><a href="#">AARE Channel</a></p> <p>If you think we need to make any changes or see any problems that need fixing, please call or email the AARE Office: <a href="mailto:aare@aare.edu.au">aare@aare.edu.au</a>, 03 5955 2412</p> <p><b>SIG Social Media pages</b></p> <p>Many SIGs have facebook groups or twitter accounts you can follow to keep up to date and connected with other members of the SIG. You can find a full list of SIGs and SIG Convenor contacts at the AARE website: <a href="http://www.aare.edu.au/sigs/">www.aare.edu.au/sigs/</a></p> <p>From there you can click through to find a web page for each SIG which provides links to any active social media pages that you can follow.</p> <p>If you have any trouble finding what you need or see any problems that need fixing, please call or email the AARE SIG Administration Assistant: <a href="mailto:sigs@aare.edu.au">sigs@aare.edu.au</a>, 03 5955 2412.</p>