

HOW TO ORDER

| SCHOOL TEACHERS | AGENCY-BASED STAFF |
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| <p>1. Have your Keys4Life Access Number ready and use it to log in to: www.northsidelogistics.com.au</p> | <p>1. Have your Keys4Life Access Number ready, alongside the Keys4Life Agency Resource Order Form.</p> |
| <p>2. Click 'Online Ordering' – then click 'Place Order/ Items' – then click 'Online Order Form'.</p> | <p>2. The Agency order form is available at https://www.sdera.wa.edu.au/programs/keys4life/</p> |
| <p>3. Enter quantities required and after checking the order, click 'Place Order'.</p> | <p>3. Enter quantities required and email the form to sdera.co@education.wa.edu.au</p> |
| <p>4. Log in twice if ordering large quantities that exceed the maximum order limit.</p> | <p>4. Resources and delivery are free.</p> |
| <p>5. If there is no stock, contact the Department of Education at sdera.co@education.wa.edu.au or on 9402 6415.</p> | <p>5. Delivery can take up to 10 days (metro) and 20 days (regional).</p> |
| <p>6. Resources and delivery are free.</p> | |
| <p>7. Delivery can take up to 10 days (metro) and 20 days (regional).</p> | |

WHAT TO ORDER

| FOR STUDENTS | FOR THE TEST | FOR KEYS4LIFE LESSONS |
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| <p>1. Order either the <i>Behind the wheel student journal</i> OR <i>Keys4Life student workbook</i>. Order 1 printed copy per student of the journal or workbook. Students can also use a writeable pdf of both documents, available at https://www.sdera.wa.edu.au/programs/keys4life/</p> | <p>1. Test booklets – There are 2 different test booklets. Order 1 per student of one test, and a batch of the other test for students who fail the first attempt.</p> | <p>1. Traffic mats (2 kinds)</p> <ul style="list-style-type: none"> • Large vinyl mat • Cardboard mat <p>Order enough for small group work (3 students per group).</p> |
| <p>2. Order the <i>Drive Safe handbook</i> AND the <i>Your Secure Identity fact sheet</i>. Order 1 printed copy of both documents per student. Students can also download these at www.transport.wa.gov.au/licensing/</p> | <p>2. Marking keys – 1 marking key for each test will be sent automatically. These are only for teachers.</p> | <p>2. Activity packs (6 kinds)</p> <ul style="list-style-type: none"> • Licensing activity • Road sign activity • Grouping consequences • Driving triangle activity, • Driving is a complex task • Stopping distances activity <p>Order enough activity packs for small group work.</p> |
| <p>3. Order several brochures – 1 printed copy per student (when stock is available).</p> | <p>3. Student Answer Sheet – Available on page 10. Photocopy one per student before the test.</p> | |