## Govdex quick guide

### Access meeting papers through Govdex

#### Log in to Govdex

1. In your browser go to <https://govdex.gov.au/>



1. Enter your username or email address.
2. Enter your password.
3. Click ‘log in’.

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#### Access your community from the Dashboard

1. The left side of the dashboard lists the Govdex Communities that you can access
2. To start browsing, click on the name of the Committee (or Community) that you would like to access.



#### View / download meeting papers

1. The left sidebar lists pages you can access
2. Click on the most current meeting
3. To download a paper click on the blue link text. This will open the document as a Word / PDF or Excel doc. and from there you can save it to your drive (File > Save as).



#### Any questions

Contact your committee Executive Officer:

Canberra office: 02 6255 5555

Thursday Island: 07 4069 1990