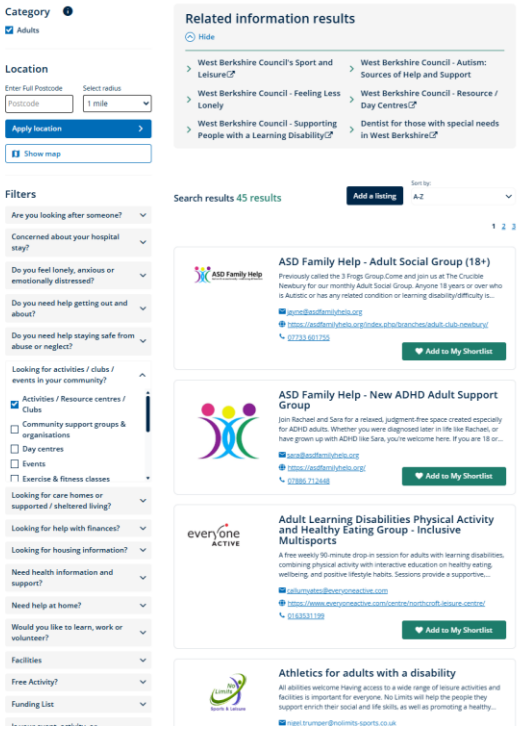
Using the West Berkshire Directory - in Easy Read

Online directory to find local care, support, help, groups and activities.

West Berkshire Council

What is the West Berkshire Directory?



It holds lots of listings of organisations and groups in West Berkshire for adults, children and people with special educational needs and disabilities

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How to find the Directory

Go the website on a computer, tablet or phone:

Open your browser, and type

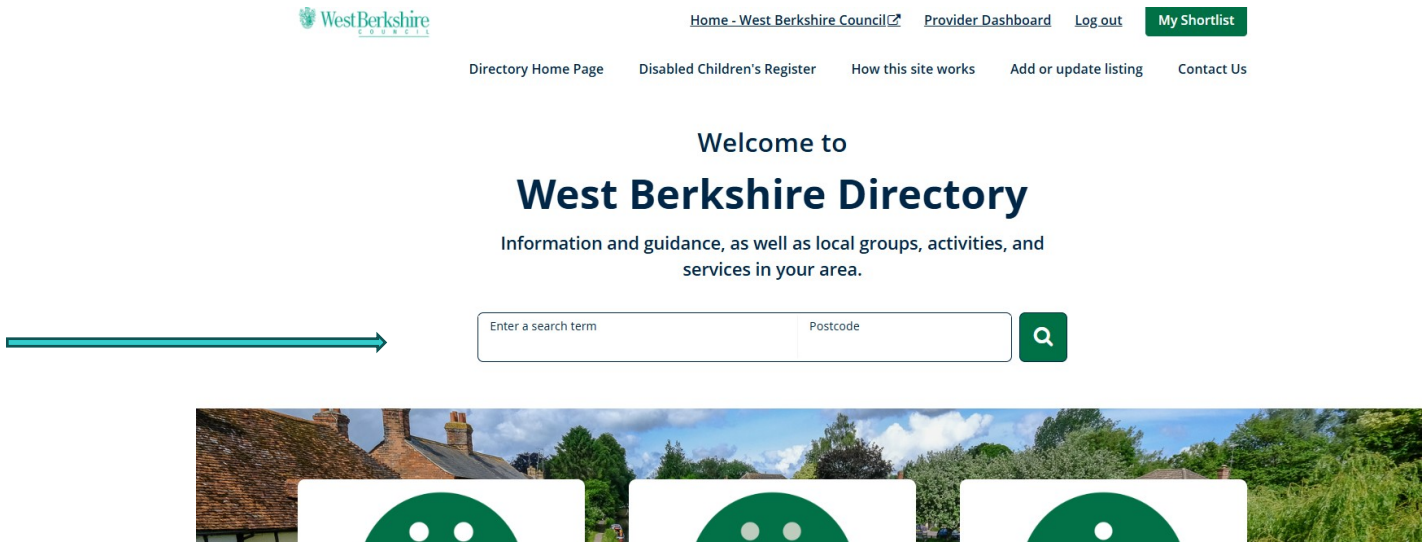
https://directory.westberks.gov.uk/

Or go to your browser and type into the search bar:

West Berkshire Directory

How to search – first way

At the home page, you can use the search bar, and type in a word, for example learning disabilities



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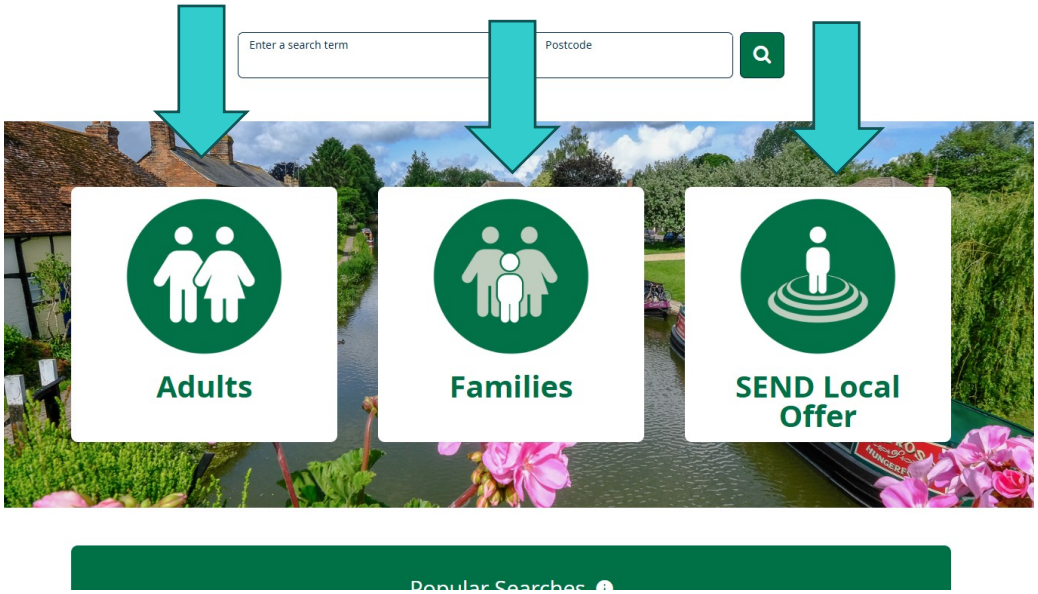
How to search – second way

Click a section – Adults, Families or SEND



How to search – second way

- Then it will open up a list and a set of filters
- You can click the down arrow to open these up to see more
- Tick in a box to see the results in a list

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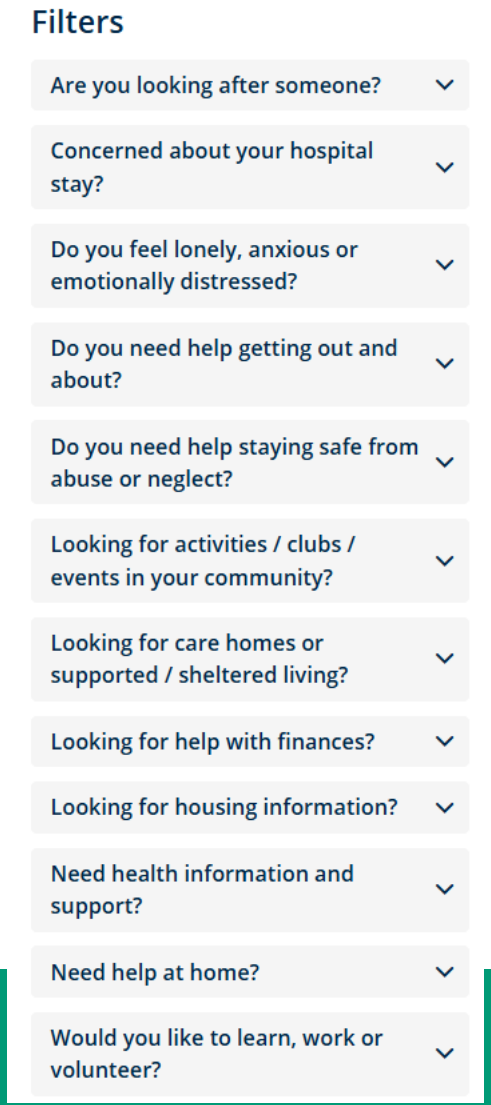
Have a look at all the filters to see what there is



- This is the list in the Adults section
- Click the down arrow
- Tick box to see the search results

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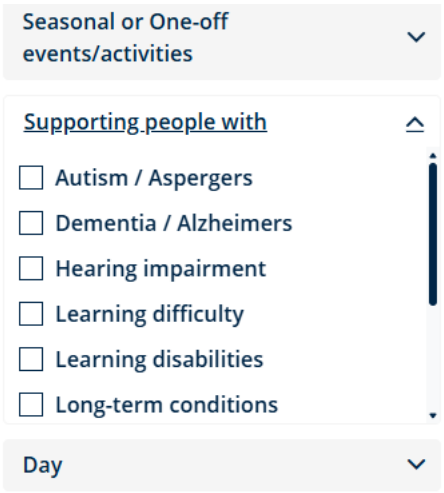
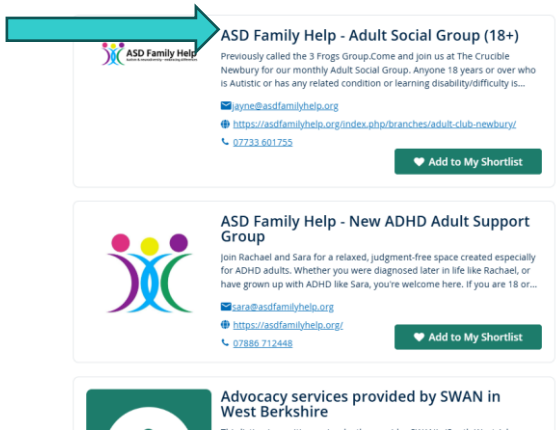
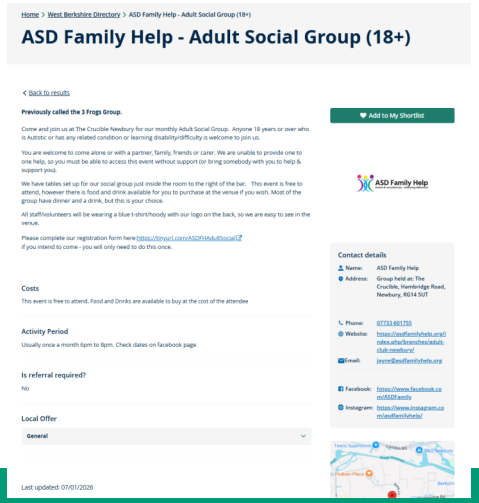
There are more ways to find what you need



- ‘Supporting people with’ is useful if you are searching for activities, for example.
- Tick a box to see the results

There are more ways to find what you need





- When you see the list, you can click on one of the results to learn more

- It will then open up the listing in full

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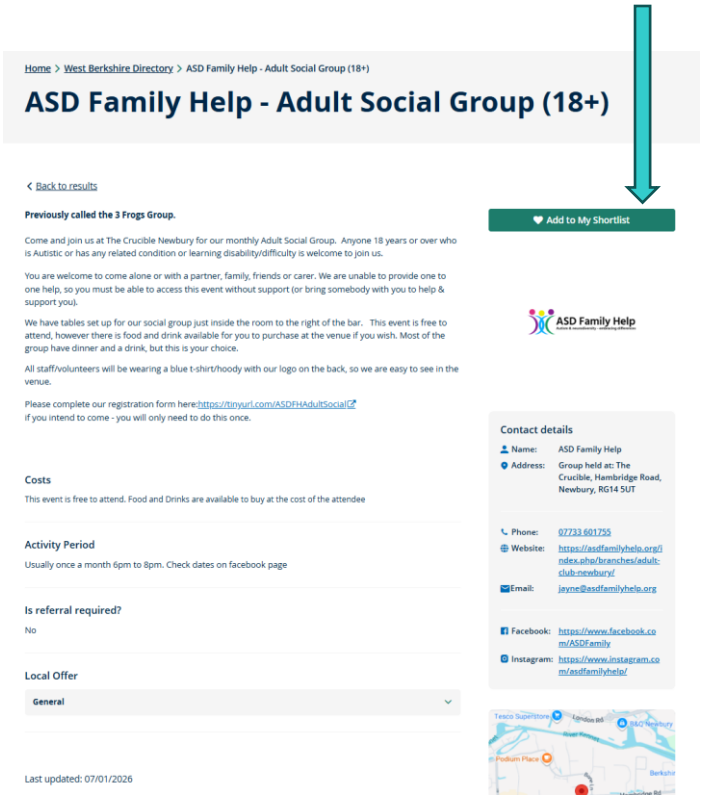
How to add it to your Shortlist



- If you want to, you can add the group to your Shortlist
- Click the ‘Add to my Shortlist’ button

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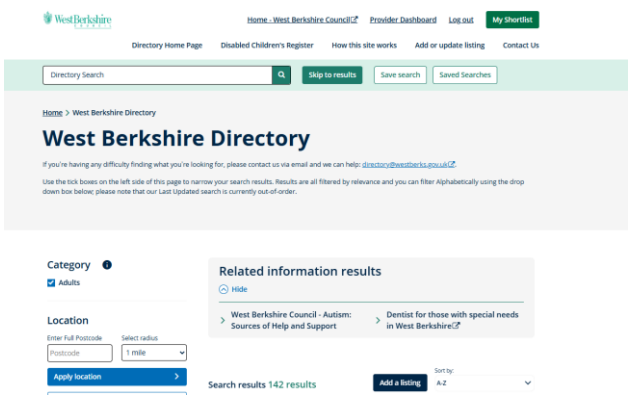
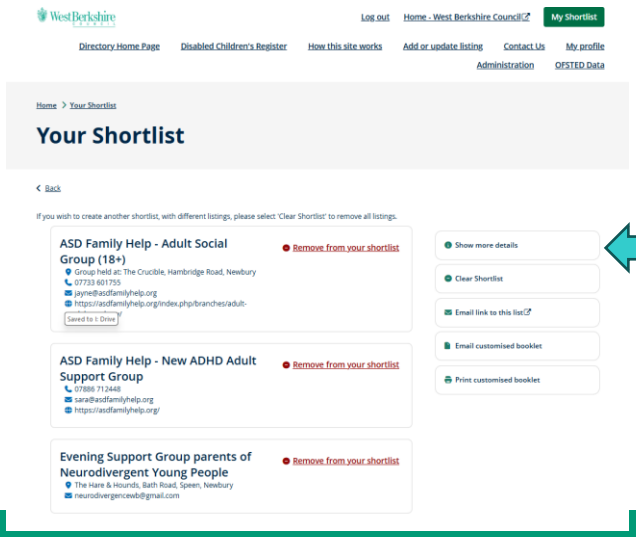
What to do with your Shortlist





- Click on My Shortlist button
- Click show more details

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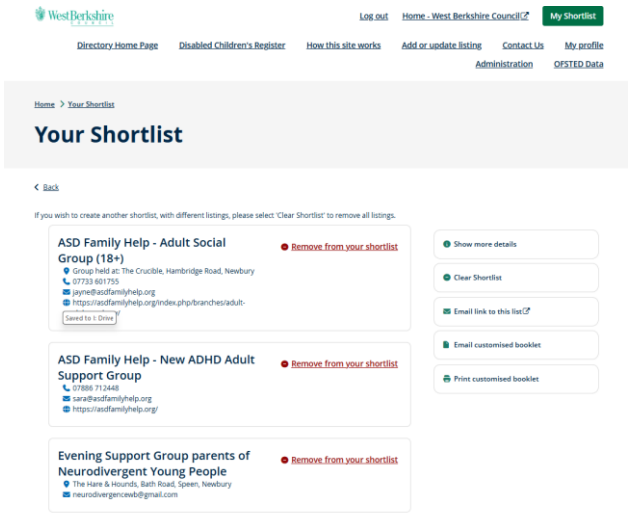
What to do with your Shortlist



- You can clear the list
- You can Email a link to the list
- You can Email a booklet
- You can print a booklet

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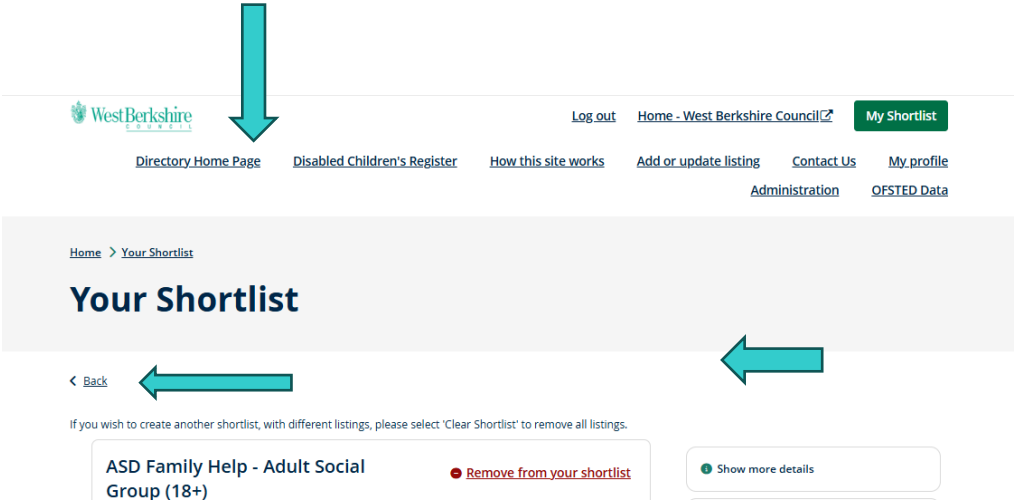
Getting back to the home page, or starting a new search

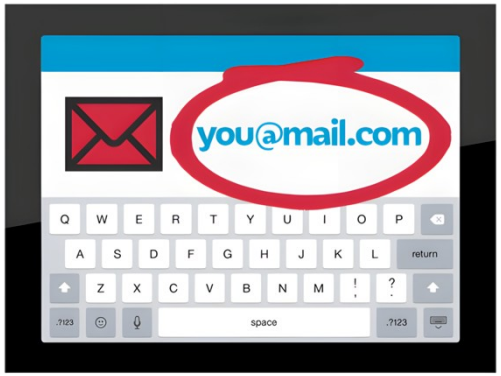


- Click back

or

- Click Directory Home Page

How to get in contact



Email:
directory@wesberks.gov.uk

Ref: ASC/KR/v1.1/0926

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