

Bourton and District U3A

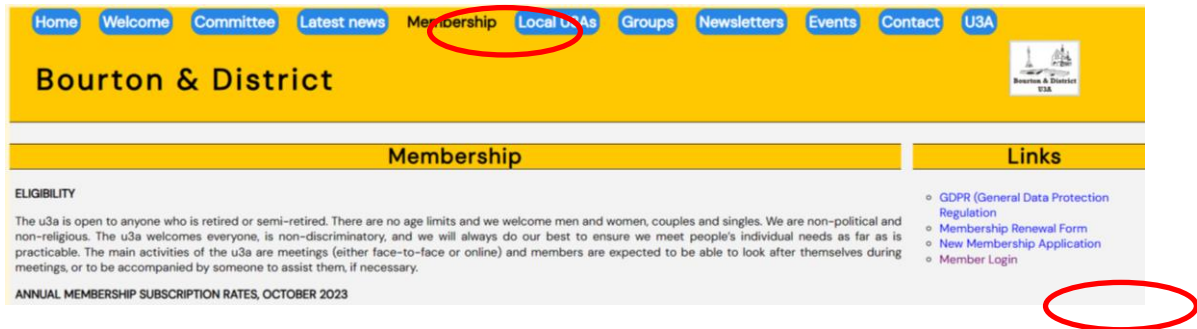
Setting a password

Previously you have only needed your email and membership number, but now the system has been upgraded to require a password. Once this has been set you'll need this and your email to log in each time.

Website - [Bourton & District u3a: Membership \(u3asites.org.uk\)](http://Bourton & District u3a: Membership (u3asites.org.uk))

Or the full web address is: <https://u3asites.org.uk/bourton/page/33473>

From the Membership webpage select **Member Login** from the right hand side.



When you first click on Member Login it will ask you for a password – see below.

The login page features the u3a Beacon logo and the text 'Bourton and District u3a Members Portal'. Below the header, there is a section titled 'Please identify yourself' with input fields for 'E-mail' and 'Password', a 'Confirm Identity' button, and a 'Forgotten Password' link. Instructions below the form state: 'If you have not created a password for your membership account, use the Register link below to set one up. Register for a membership account. If the Membership Secretary has updated your e-mail address use Verify e-mail (you will also need to set your password)'. At the bottom, it says 'Enquiries: membership@banddu3a.org.uk or contact the Membership Secretary'.

If you haven't yet set one please click on the link **Register for a Membership Account** and you'll see the following screen. Please complete all the boxes and hit Confirm Identity (please remember the system doesn't like the Autofill function)

The registration page features the u3a Beacon logo and the text 'Bourton and District u3a Members Portal'. Below the header, there is a section titled 'Register for a membership account and password' with input fields for 'Membership number', 'Forename', 'Surname', 'Postcode', and 'E-mail', and a 'Confirm Identity' button. A note says 'All fields must be completed'. At the bottom, it says 'Enquiries: membership@banddu3a.org.uk or contact the Membership Secretary'.

The following screen then asks you to set a password, Confirm it then Update Account



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Bourton and District u3a Members Portal

You must choose a password to continue.

In future you will only need to login with your email address and password.
In order to proceed with login you must first choose a password.

Passwords should comprise between 10 and 72 characters including at least one upper case, lower case and numeric character.
Do not use common words. You may optionally consider using the following special characters: ! @ # \$ % ^ & *

Set password for email address catherinefirth54@gmail.com

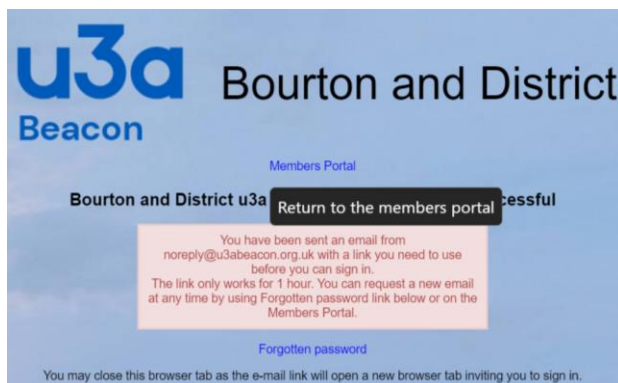
Password

Confirm Password

[Update Account](#)

You will be sent an email from noreply@u3abeacon.org.uk with a link you need to use before you can sign in. The link only works for 1 hour. You can request a new email at any time by using [Forgotten password](#) on the Members Portal.

You'll be sent a new email with a link to click, which will take you back to the log-in screen.



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[Members Portal](#)

Bourton and District u3a [Return to the members portal](#) **Successful**

You have been sent an email from noreply@u3abeacon.org.uk with a link you need to use before you can sign in.
The link only works for 1 hour. You can request a new email at any time by using [Forgotten password](#) link below or on the Members Portal.

[Forgotten password](#)

You may close this browser tab as the e-mail link will open a new browser tab inviting you to sign in.

That's it! Logging-in to check your record or pay your subscription will now need only your email and password.