



BEACON WORKSHOP

January 2019

Rev. 01



1. What is Beacon?

- Beacon is a Membership Management System for U3As
- It allows any U3A to manage their data and communication with their members easily and efficiently
- It can be a huge time saver for those who manage membership and group information
- With new regulations on Data Privacy it ensures that U3As comply with all legal requirements

2. Who is this Workshop for?

- It's for U3As in the London Region
- It's structured to cover a wide interest level
- If your U3A is considering Beacon, then it's for you
- If your U3A is using Beacon but you yourself need to know more
- If you are interested in the future development of Beacon

Beacon Workshop - Agenda

No.	TIMING	TOPIC	PRESENTER
	09.30 to 10.00	Arrival/ Welcome/Registration/Safety	Derek Harwood
1.	10.00 to 10.45	What is Beacon – an overview	John Hopkins
	10.45 to 11.00	Break	
2.	11.00 to 11.45	Hands on Demo – learn more	Graham Tigg / Derek Harwood
	11.45 to 12.00	Break	
3.	12.00 to 12.30	Beacon – the future	Adam Walton
	12.30	Finish	

9:30-10.00

**Welcome
Safety Briefing**



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