

The Beacon Members Portal – you will see Ferndown u3a not Demoton u3a

As a u3a member you can register to use the **Members Portal**. This is how you can look up information about Ferndown u3a's Groups and Meetings. There's a link to it via our Ferndown u3a website www.ferndownu3a.co.uk.

Registering to use The Beacon Members Portal – from 18 April 2023

The existing log in procedure will be replaced with a simple **email address** and **password** method.

If you require assistance, in the first instance, ask a friend to help.

1 - The first time that you log in after 18th April 2023 you will need to register for a new Members Portal account. Do **not** enter an email address or password initially. Click **Sign In with membership details**

Demoton u3a Members Portal

Please identify yourself

E-mail

Password

[Forgotten password](#)

If you have not created a password for your membership account, please use the link below where you will be able to set up a password to log in.
[Sign In with membership details](#)

If the Membership Secretary has updated your e-mail address use [Verify e-mail](#)

2 - Type in your Membership number, Forename, Surname, Post Code **including a space** and email address, then press **Confirm Identity**

Demoton u3a Members Portal

Please identify yourself

Membership number All fields must be completed

Forename

Surname

Postcode

E-mail

3 – Then you will be asked to create a password of between 10 and 72 characters including at least **one of each upper case letter, lower case letter and a number.**

Enter and confirm your password and press **Update Account.**



Demoton 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: ! @ # \$ % ^ & *

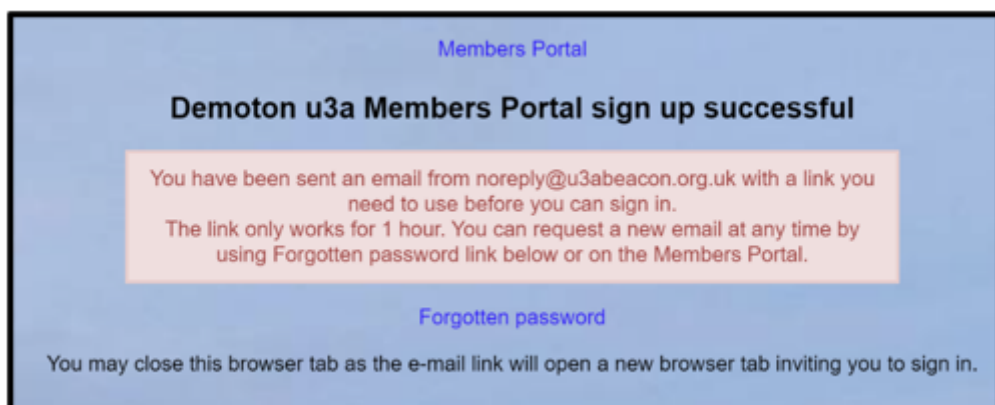
Set password for email address
raeme.bunting@beacon.u3a.org.uk

Password

Confirm Password

[Update Account](#)

4 - You will see the following screen confirming that you have been sent an email with a link. You can now close this browser window. Clicking the link in the email will open a new browser.



Members Portal

Demoton u3a Members Portal sign up 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](#)

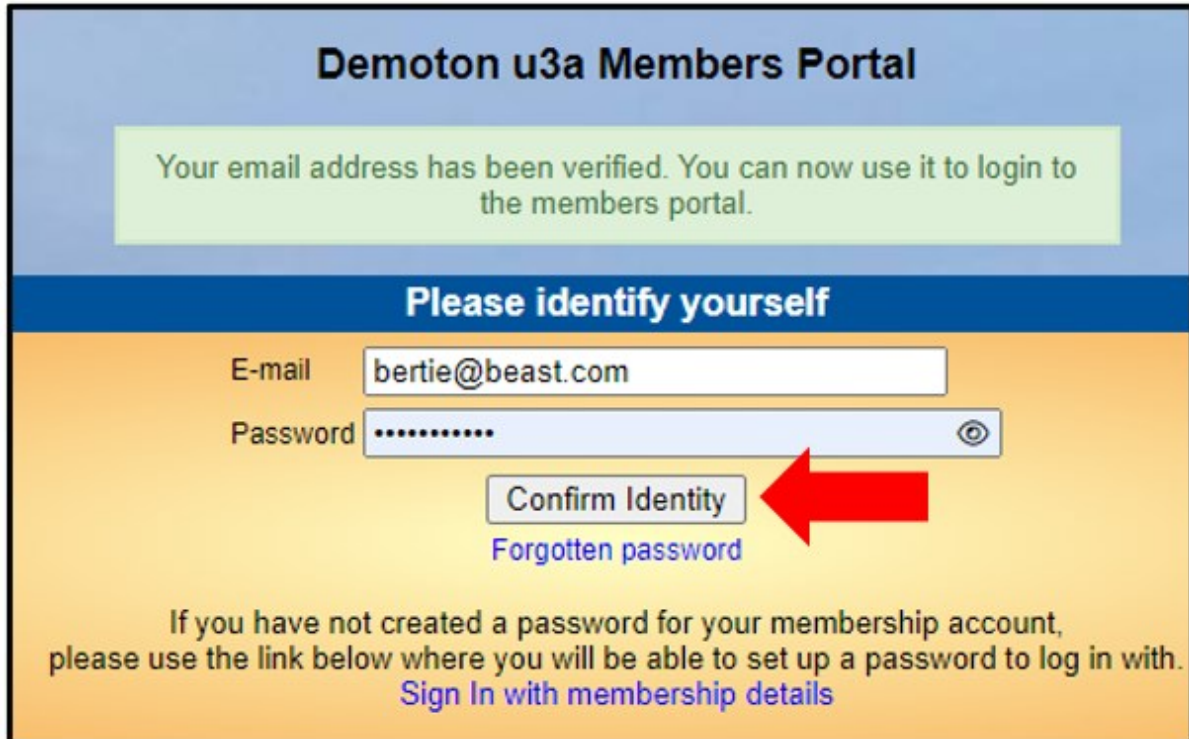
You may close this browser tab as the e-mail link will open a new browser tab inviting you to sign in.

If the email doesn't arrive within a few minutes, check your Spam folder.

The confirmation email will expire after 1 hour, although **Forgotten Password** can be used to request a new confirmation email.

5 - Clicking the link in the email will take you back to the log-in screen where there will be a message to say that your email address has been verified.

After entering your email address & password (click the  symbol to see what you are typing), press **Confirm Identity**.





Demoton u3a Members Portal

Your email address has been verified. You can now use it to login to the members portal.

Please identify yourself

E-mail

Password 



[Forgotten password](#)

If you have not created a password for your membership account, please use the link below where you will be able to set up a password to log in with.
[Sign In with membership details](#)

6 - If the details that you entered do not match those held on the system, you will be prompted to use the Forgotten Password link or to contact your Membership Secretary.

