

Creating Your Members Portal Account



Go to the Bristol u3a website and choose the Join/Renew tab and follow the instructions on screen. Click on current members - renew here. You can also paste this into your browser

<https://u3abeacon.org.uk/u3aportal.php?u3a=10&sc=DUCF>

You will need your membership number, forename, lastname, postcode and email address. **They're all in your renewal email you will have received.** If you're unsure about what you have to type in or need some help please email Bob Slader his email address is bristolu3a.bob@gmail.com

The Bristol u3a Members Portal sign in screen will appear. If this is the first time that you've tried to renew your membership or update your personal details since 18th April 2023 click on the 'sign in with membership details'.

Enter your membership number, forename, lastname, postcode and email address.

To help, they're all in your renewal email.

You have to type each one in exactly as it appears in the email.

When you've entered them all click 'confirm identity'.

Choose your password and enter it a second time to confirm it. Then click 'Update Account'.

Passwords have to be made up of between 10 and 72 characters. You must include an uppercase letter, lowercase letter and a number. Start with a Capital Letter. Try adding one of the following ! @ # \$ % ^ & * to make it more secure.

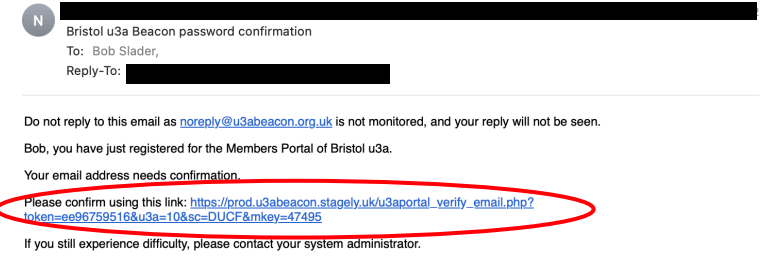
Remember you have to type the same password in both boxes.



When you've successfully created an account you will see this screen.

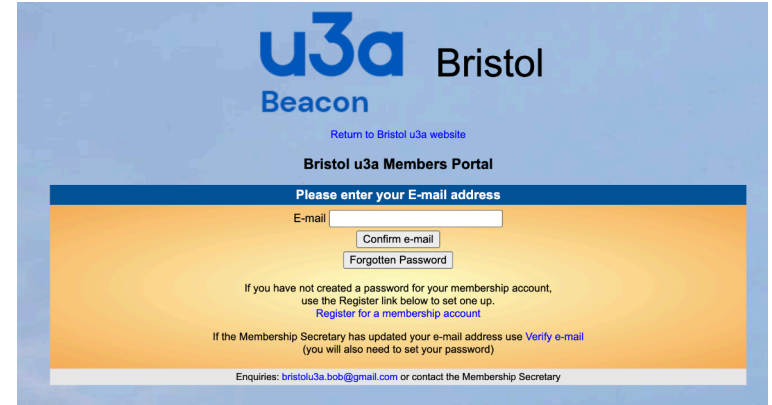
At the same time you will be sent an email from a special email account called noreply@u3abeacon.org.uk There's a link that you need to use before you can sign in to the Members Portal.

If you can't find the email check your spam folder.



Click on the link in the email. You have one hour to click on the link. If you have not managed it in the hour you will have to click the forgotten password button.

If you need some help please email Bob Slader at bristol3a.bob@gmail.com



When you've successfully clicked the link the Bristol u3a portal logon screen will appear.