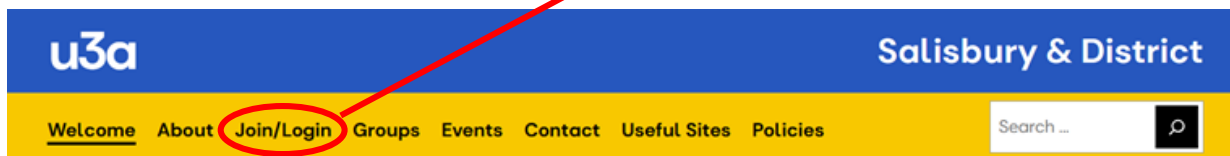


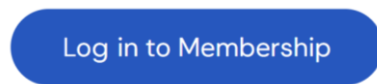
Beacon is the name of our member area and administration system.

Both the website and Beacon were designed and developed at the request of the Third Age Trust and are designed specifically for U3As to manage members, groups, outings, and all the other U3A activities going on.

Access to the member area is via the website — salisburyanddistrict.u3asite.uk. Click on **Join/Login** along the top banner.



On the **Join/Login** page are links for new members to join and for existing members to look at their membership records.



Clicking on **Log in to Membership** takes you to the Beacon Members Portal. The first time that you access the portal, do not enter your email address as you will need to **Register for a membership account**.

A screenshot of the 'Register for a membership account and password' form. The form has a blue header with the text 'Register for a membership account and password'. Below the header is a yellow background with several input fields: 'Membership number', 'Forename', 'Surname', 'Postcode', and 'E-mail'. To the right of the 'Membership number' field, there is a note: 'All fields must be completed'. At the bottom of the form is a 'Confirm Identity' button. Below the form, there is a line of text: 'Enquiries: treasurersalisburyu3a@gmail.com or contact the Membership Secretary'.

Enter the data requested and make sure to include the space in the postcode.

If you need help, click on the link on the **Register** screen or on one of the contacts on the Website **Contacts** page.