BEACON MEMBERS' LOG IN

The first time that you access the Beacon Portal, you will need to register for a new members Portal Account. This is a one-off requirement and after this you can sign in with your email address and a password.

To Register an Account on Beacon for the first time

Please read these instructions first, and make sure you are clear on the information you need. Then to open the Beacon portal, follow the link at the bottom of this page.

Note that the Harrow u3a Members Portal looks slightly different from this demonstration one. Click the blue link.



This takes you to

Demoton u3a Members Portal	
Please identify yourself	
Membership number	666 All fields must be completed
Forename	Bertie
Surname	Beast
Postcode	DM4 3GH
E-mail	bertie@beast.com
Confirm Identity	

Fill in your Membership number, Forename, Surname, Postcode and E-mail, then click Confirm Identity.

Please note, you need to enter your current details exactly as we have them on the database. If you're not sure what details to put in, you can contact the <u>Beacon administrator</u> or the membership secretary <u>here</u>, or look back at the email we sent to confirm them when you joined.

You will then need to create a password of between 10 and 72 characters including at least one upper case, lower case and numeric character.

Enter and confirm your password and click Update Account



That takes you to this screen:



Open your email, and follow the link within the next hour to complete your registration. You might need to check your spam folder if your system is not used to noreply@beacon emails. On future occasions, you will log in with just your Email and password. If you have any difficulties logging in, please contact the <u>Beacon administrator</u>.

Go to the Beacon Portal

If you are unable to log in to the Members Portal, it may be due to not having JavaScript enabled in your browser. This can be remedied as described at https://enable-javascript.com/