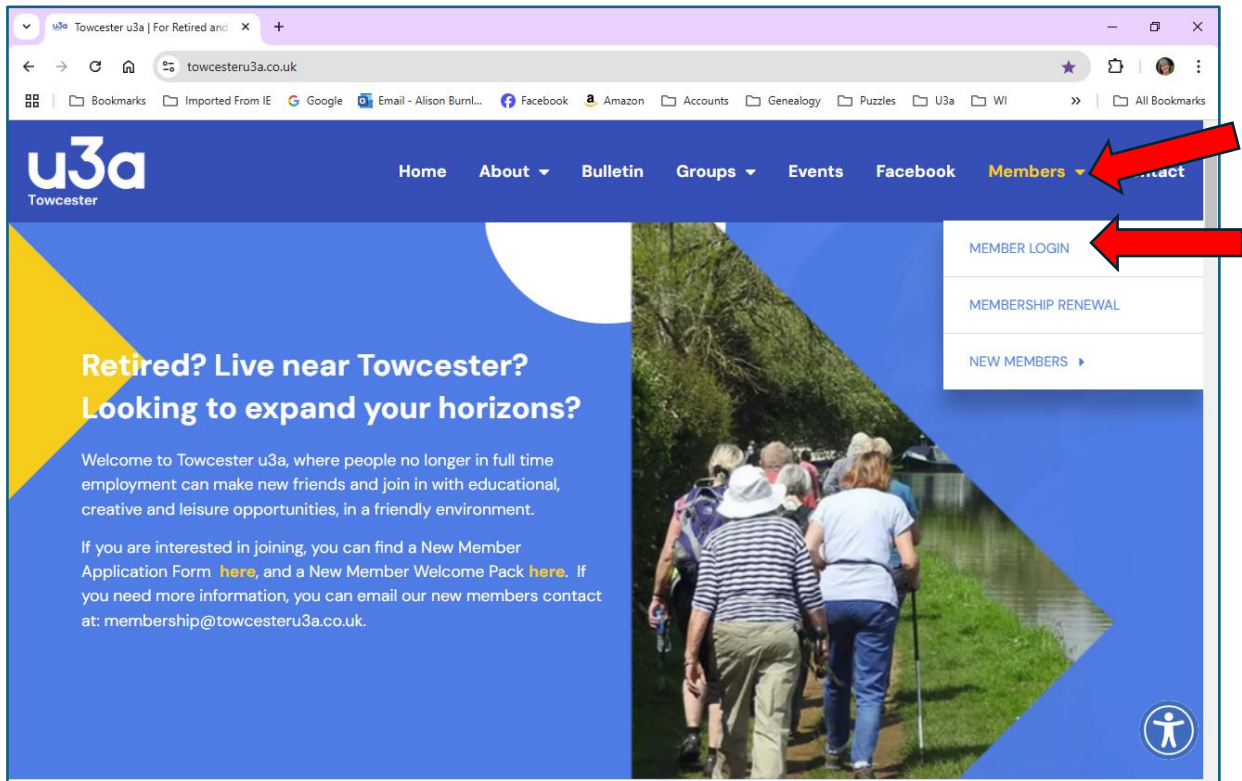


Simple Membership

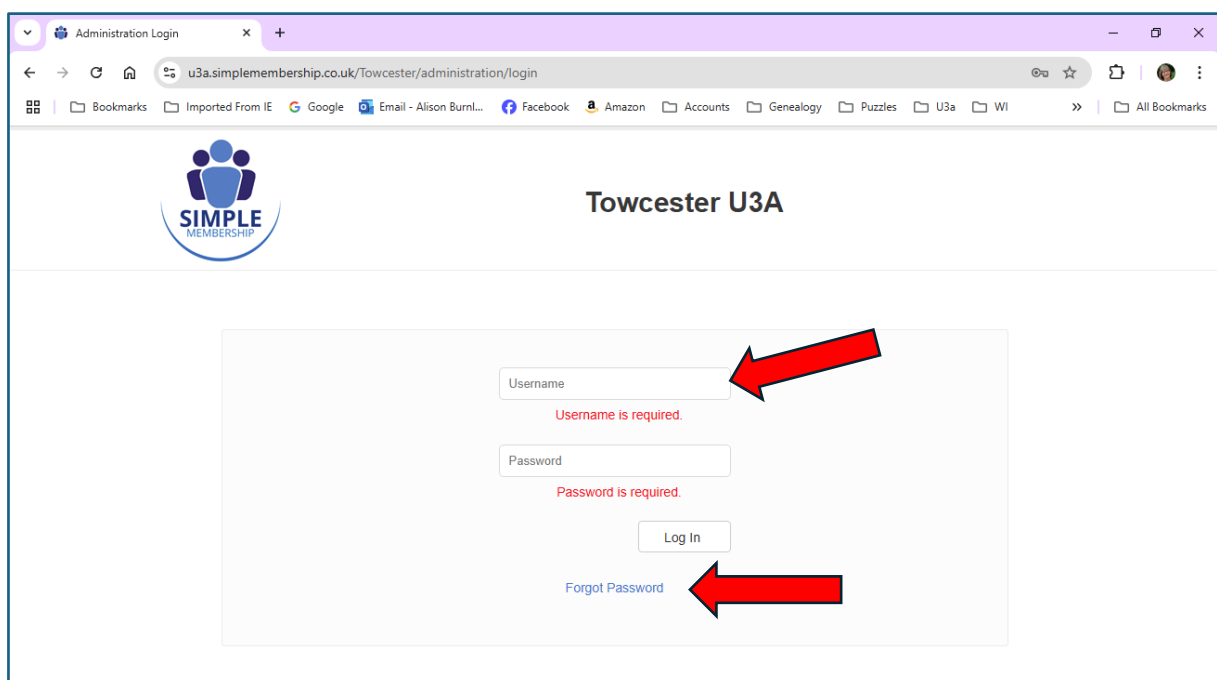
Logging on for the first time



These screenshots are from a laptop, but a tablet should give you a similar view. From the home screen of the Towcester u3a website (www.towcesteru3a.co.uk) click on the 'Members' tab. A drop-down menu will appear – click on 'Member Login'

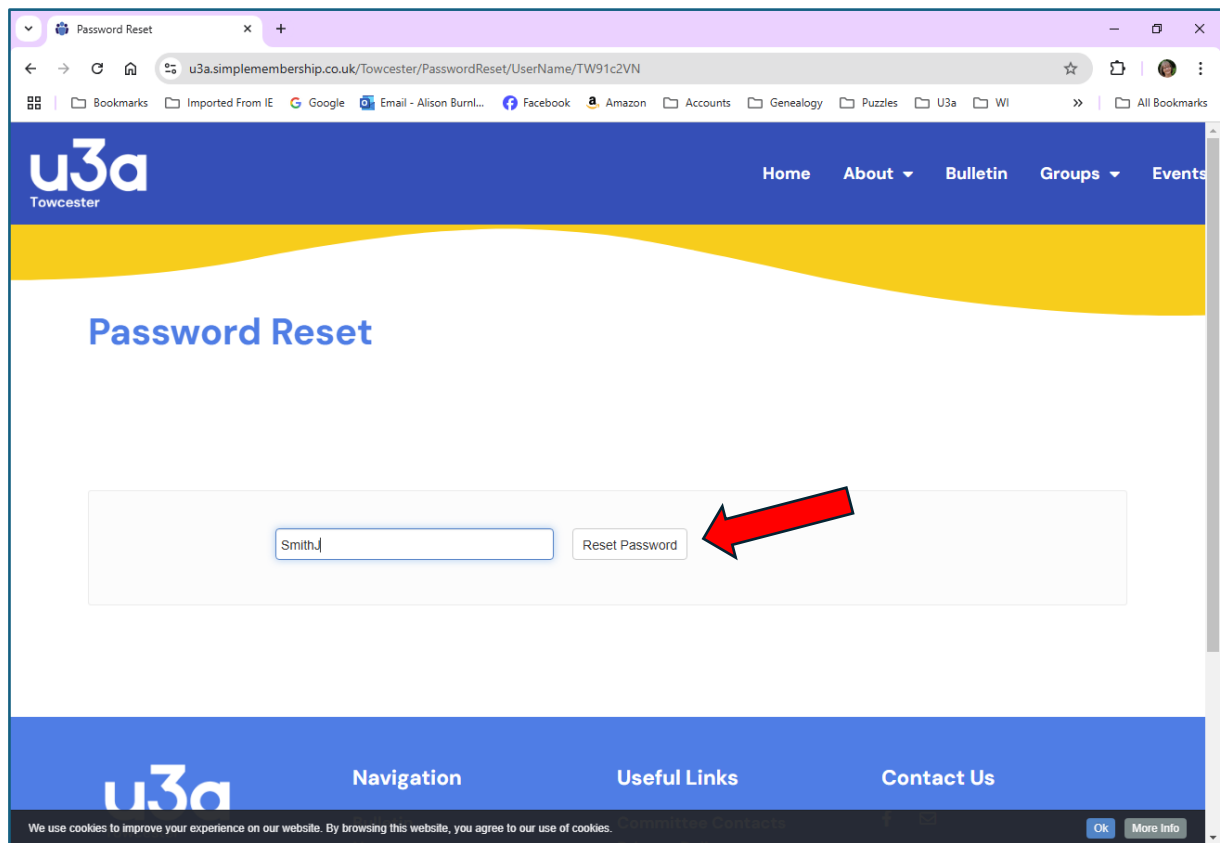


This will take you to the Simple Membership login screen:

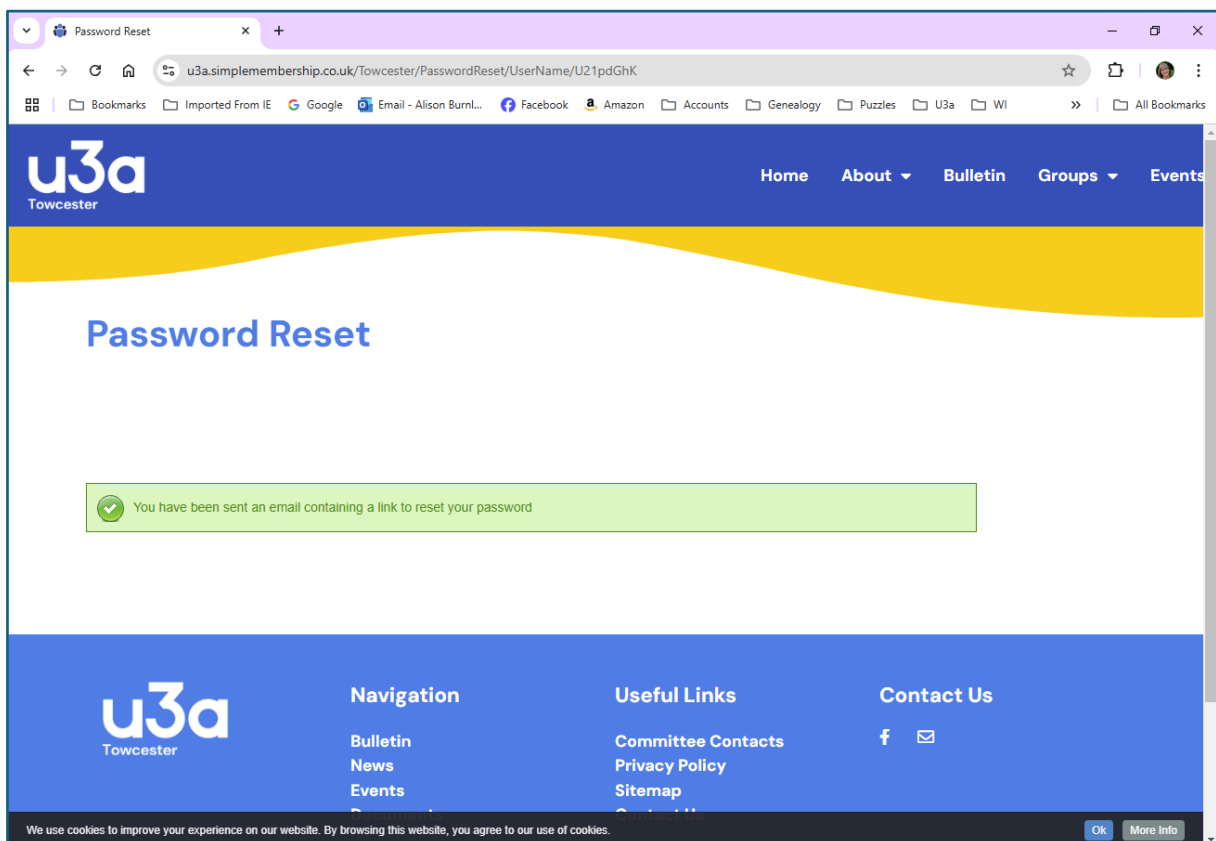


Enter your Username (NOT your email) in the first box, and click on 'Forgot Password'. Your Username is usually your surname plus first initial (e.g. SurnameA), but if you need a reminder, please contact the Membership Secretary.

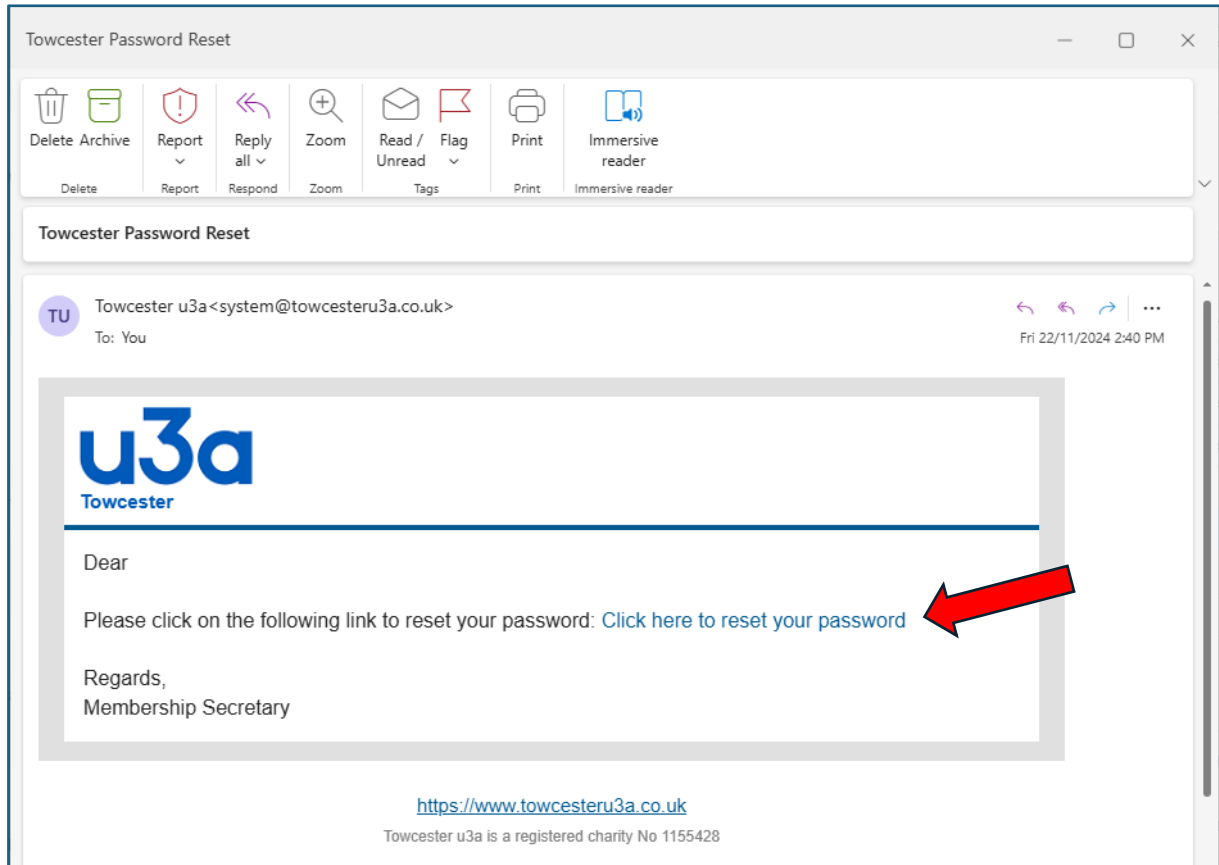
You will be taken to this screen; click on 'Reset Password'



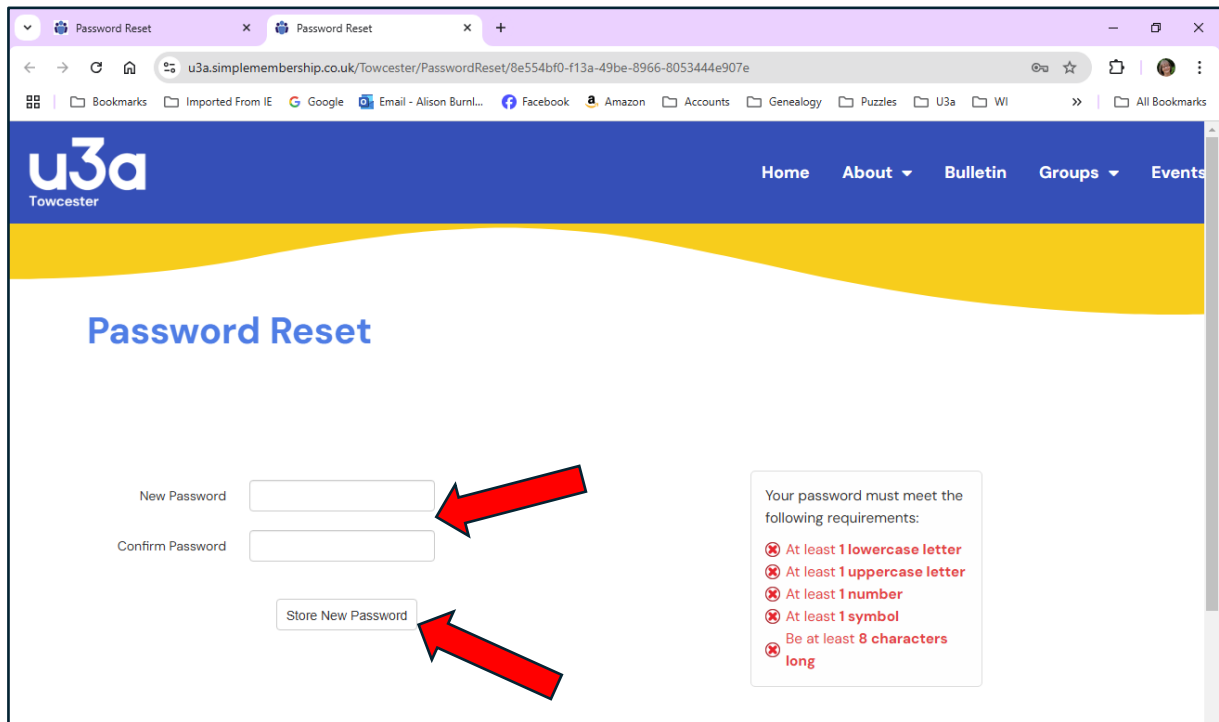
You will then get the message below:



Check your email inbox for the password reset email which will look like the example below. It will show as being from Towcester u3a. If you can't see it, try checking your Junk/Spam folder.



Click on the link in blue, which will take you to the screen below:



Enter your chosen password in both boxes (making sure it fulfils the criteria shown in red)

As you type, the requirements will be ticked off in green:

u3a
Towcester

Home About Bulletin Groups Events

Password Reset

New Password

Confirm Password

Your password must meet the following requirements:

- ✓ At least 1 lowercase letter
- ✓ At least 1 uppercase letter
- ✓ At least 1 number
- ✓ At least 1 symbol
- ✓ Be at least 8 characters long

Click on 'Store New Password'

The message below will appear – you are now good to go!

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Home About Bulletin Groups Events

Password Reset

✓ Your password has been reset. Please login with the password you specified.

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