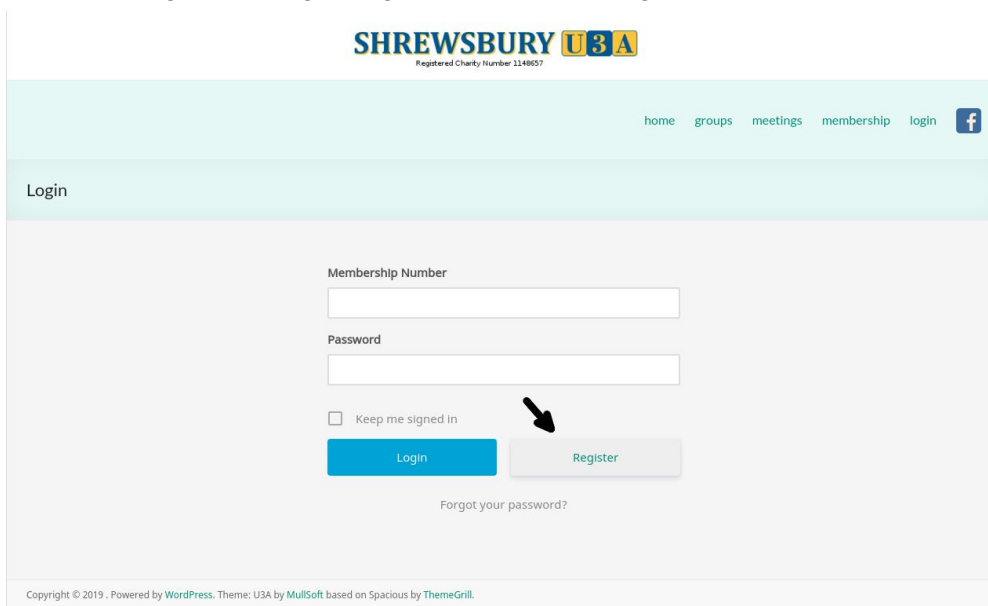


# Registration

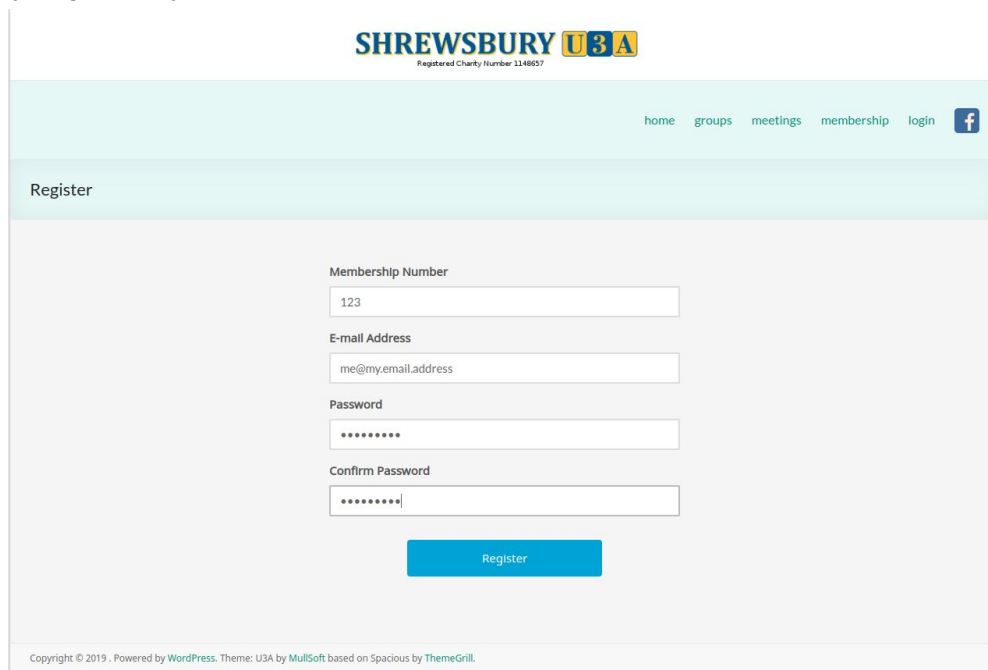
In order to register on this site you will need to know your membership number and your email address. The email address that you use must be the one that is already held by the U3A. A check is made that the membership number and email address correspond before registration is allowed. First click on the login item on the main menu which runs along the top of the page:



This will bring up the login page. Click on the “Register” button.

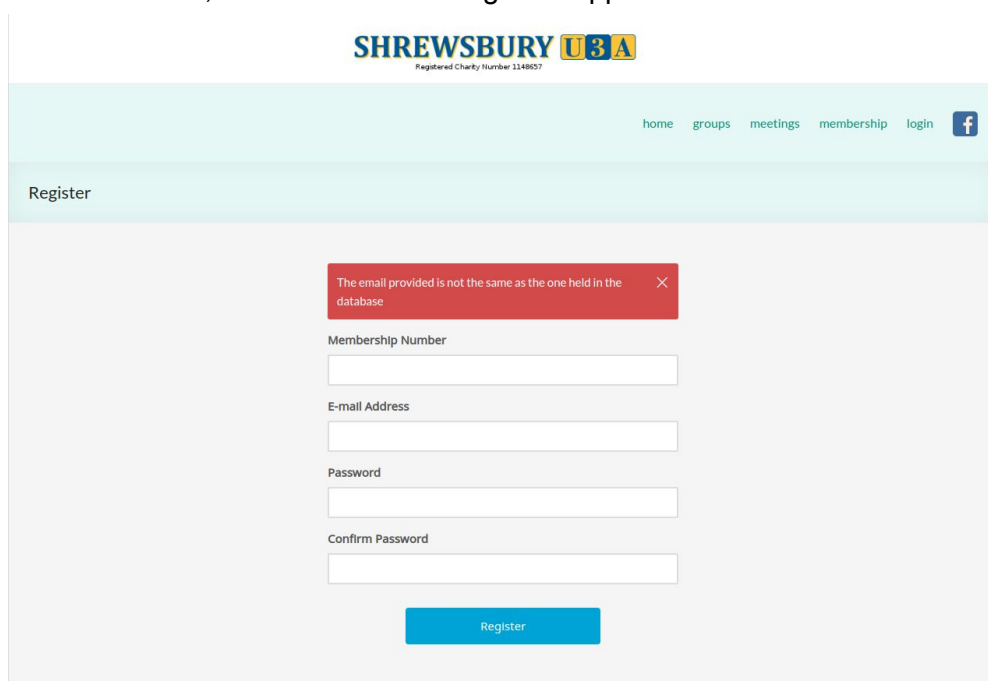


This will bring up the Registration Page where you can fill in your membership number and email address. Please choose a *strong* password, that is one that is at least eight characters long and contains a mixture of upper and lower case letters, digits and punctuation symbols; you will have to enter it twice. You should then write it down on paper or in another document, so that you do not lose it. Your browser can remember it for you so that you do not have to keep typing it every time.



The screenshot shows the registration page for Shrewsbury U3A. At the top, the logo "SHREWSBURY U3A" is displayed with the registered charity number 1148657. Below the logo is a navigation menu with links for "home", "groups", "meetings", "membership", and "login", along with a Facebook icon. The main heading is "Register". The form contains four input fields: "Membership Number" (containing "123"), "E-mail Address" (containing "me@my.email.address"), "Password" (containing "\*\*\*\*\*"), and "Confirm Password" (containing "\*\*\*\*\*"). A blue "Register" button is positioned below the form. At the bottom of the page, a copyright notice reads: "Copyright © 2019. Powered by WordPress. Theme: U3A by MullSoft based on Spacious by ThemeGrill."

If you get your membership number or email address wrong, or they do not match what is held in the database, then an error message will appear.



The screenshot shows the registration page for Shrewsbury U3A with an error message. The layout is identical to the previous screenshot, but a red error box is displayed at the top of the form area. The error message reads: "The email provided is not the same as the one held in the database" with a close button (X) on the right. The input fields for "Membership Number", "E-mail Address", "Password", and "Confirm Password" are empty. The blue "Register" button remains at the bottom.

You are now registered on the system. In future, to login, just click on the login entry on the main menu, fill in your membership number and password (which may all be remembered for you by your browser) and you will be free to use the rest of the site.