How to Login and set your notification preferences on Sherburn and Villages U3A Website.

Open the website, at www.sherburnu3a.org

On the home page click on Member Login at the top right corner, to take you to the Login to access your options page.

Login as an existing user

Fill in your User ID and Password in the boxes and click on Member Login, to open your Profile Settings page.

Now go to Profile Settings lower down this page

Login as a new user.

On the website home page click on Member Login

A new page opens up: click on Need or Forgot Password?

Another page opens up: insert your email address in the Email Address box and click on Submit

An email will be sent to you with your User ID and Password

Go to your email and note the Used ID and Password

Go back to the home page and click on Member Login

Fill in your User ID and Password in the boxes and click on Login underneath the boxes

You will be logged in and your Profile Settings page will open

Profile Settings

On this page you can set your Group Subscriptions and Change Password to one of your choice. Tick or un-tick the group boxes as you wish, but don't forget to click on Save Changes. Continue to browse the website from the Navigation Bar at the top of the page.

Notes

1). Your User ID is your First Name then an underscore and then your Last Name exactly as sent to your email address. (For example: john_smith)

2). We recommend that you change the automatically randomly generated Password sent to your email address to a new one of your choice.

3). You can use the Change Password at any time. 4).

You don't need Login to browse the website.

5). When you are Logged in you can click on Show my personal programme to see only your chosen groups activity in The Week Ahead on the home page

6). Help is available by emailing login@sherburnu3a.org

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