

Plymouth Member's Portal

These notes are guidance for Plymouth U3A's Members to view group and calendar information, access their own membership records, and also renew their membership on-line [as of April 1st].

Go to the website: http://www.plymouthu3a.org.uk

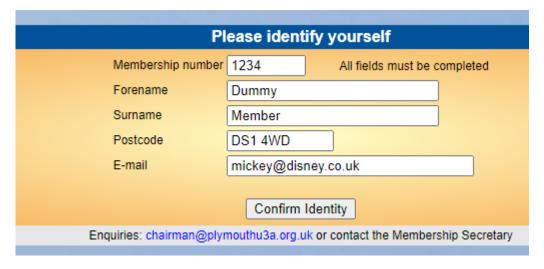
and access the Members Portal:

Select: 'Members' from the top bar and then

Select: Member's Portal



The following screen will appear. Type in your personal details which you provided in your membership application, to confirm you are a member. This must be typed correctly with capitals and lower case! If the details you are entering are not accepted - please email the administrator@plymouthu3a.org.uk as it may mean that the information recorded on your membership record may have changed or be incorrect.



As of April the 1st there will be an option on the screen to renew your membership - not before this date. [see below] and there is also details about groups and when they meet (see calendar).



Click on the blue text to view or edit data.



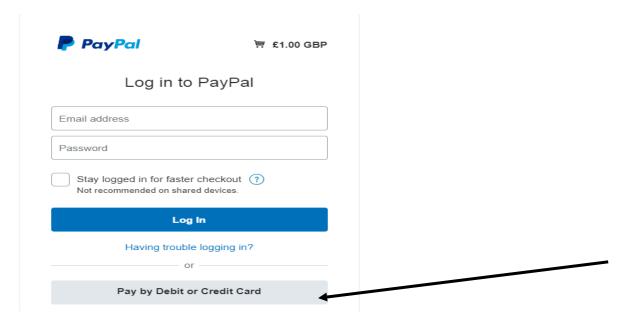
Renewing your membership.

The option to renew your membership on-line will only appear in the list **when your** membership becomes due (not before this date).



You will be asked to Login to Pay Pal however please ignore this if you do not have a pay pal account and just **select pay by debit credit card** - usually in very small print at the bottom of the screen. (please do not be confused by £1 fee showing in the following example - this is purely a test scenario, However in reality the cost of your membership fee will show here.)

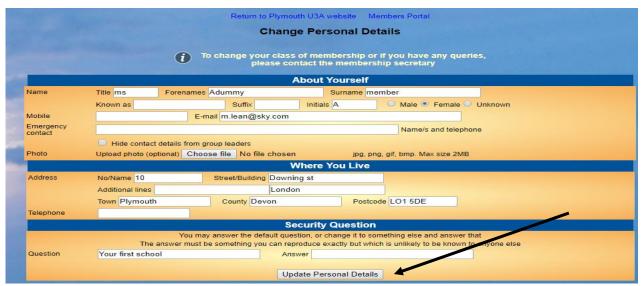




Your membership card can collected from the membership secretary in person or will be sent to you in due course.

Update your personal details - this is the information you provided when applying for or renewing your membership. If your details have changed - please select this option and amend them.







View Plymouth U3A Groups and Calendar

Click on the groups title in the menu to see a full list of groups. (this is a small example). <u>Click on any subject to see full details</u>

ANTIQUES and COLLECTABLES

ART - SKETCHING OUTDOORS

ASTRONOMY FOR ALL

BRIDGE

CANASTA AND BOLIVIA GROUP

CLASSIC FILM

COUNTRY DANCING

CRAFT at PLYMPTON

CRAFTY CRAFTERS

DISCUSSION GROUP

Executive Committee Meeting

FAMILY HISTORY

The same appliles to Calendar.

→ Fri 3 Jul 2020 2.00 pm C	OUNTRY DANCING
→ Sat 4 Jul 2020 10.30 am	WEEKENDERS
→ Mon 6 Jul 2020 10.00 am	MARITIME HISTORY
→ Mon 6 Jul 2020 10.30 am	LATIN
→ Mon 6 Jul 2020 10.30 am	RELAX & LET GO
→ Mon 6 Jul 2020 10.30 am	PORTUGUESE



When you are finished - Please make sure you Log out!

Do this by clicking the option to return to the website

Return to Plymouth U3A website 🛹

Plymouth U3A Members Portal