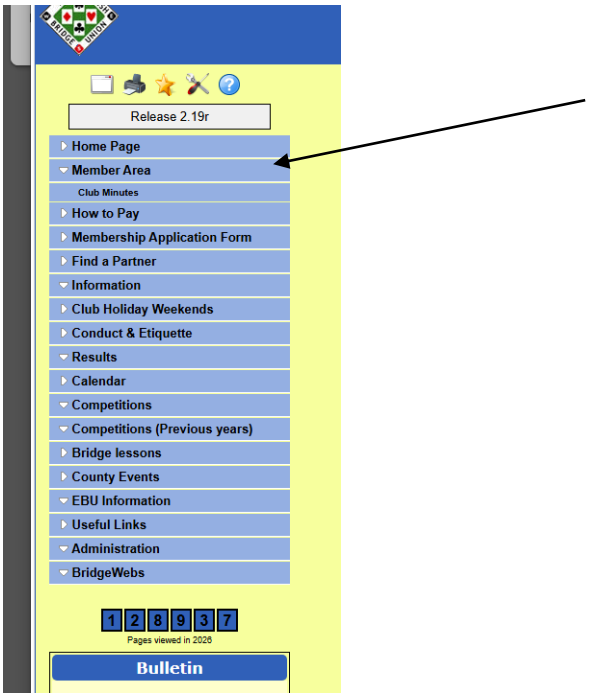
CHRISTCHURCH DUPLICATE BRIDGE CLUB : MAKING THE MOST OF THE WEBSITE

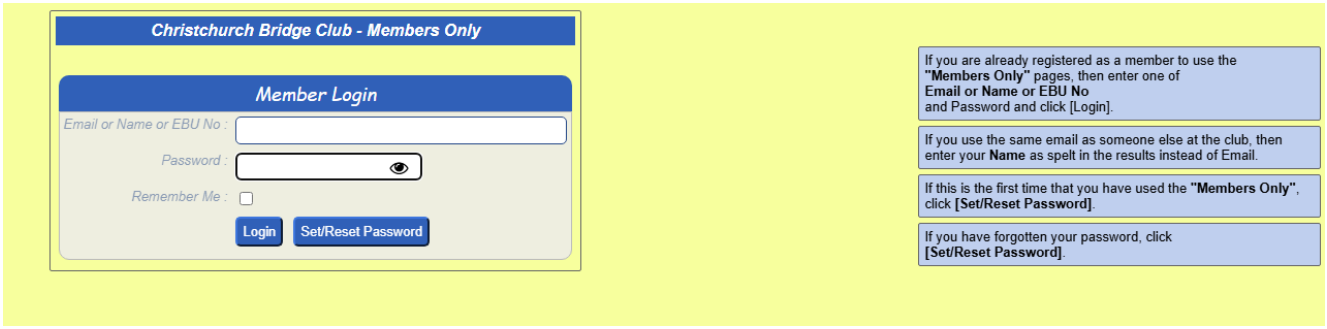
LOGGING ON/USING THE MEMBERS' PAGES as at November 2026

A. Go to www.bridgewebs.com/christchurch and click on "Member Area" in left hand menu:

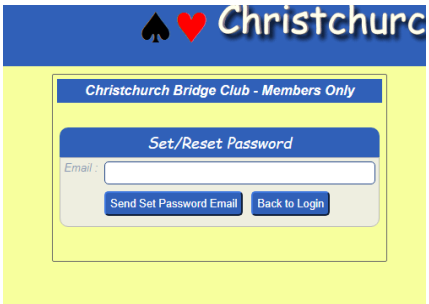


When the log in box appears add your email address in the "Email/Name" box if not already there.

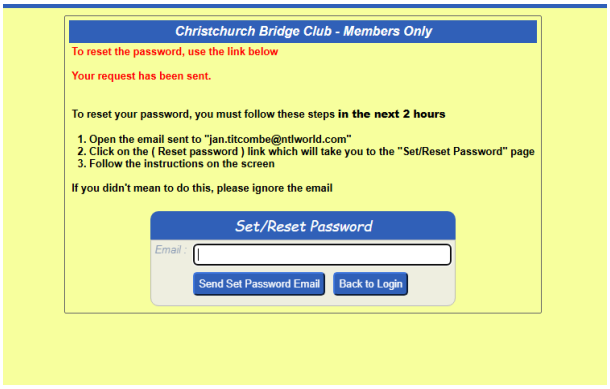
If it is the first time you have used or you have forgotten your password leave the "Password" box blank and press "Set/reset Password". **If you already have a password and know what it is skip to section B.**



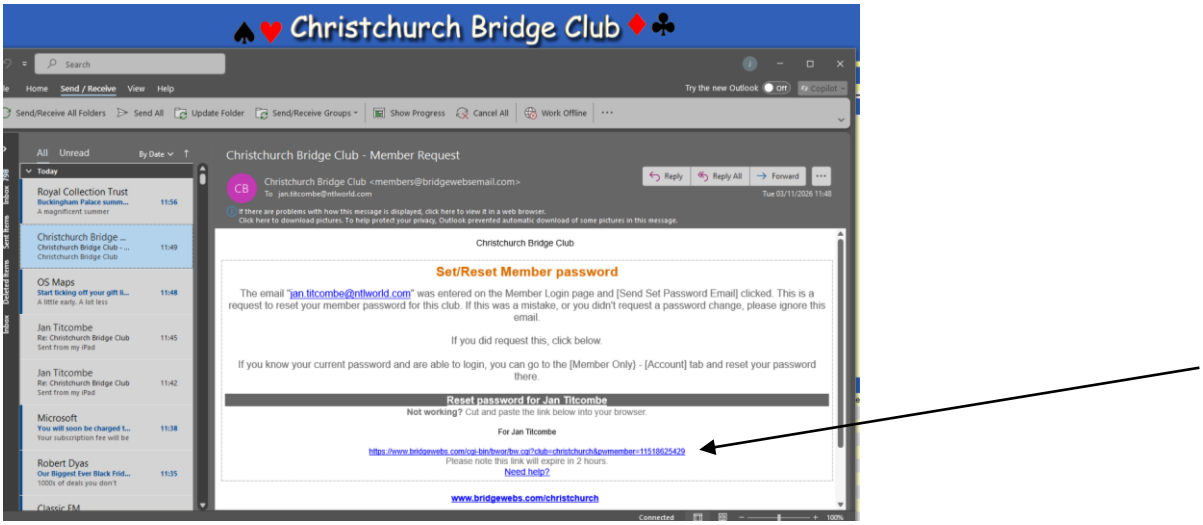
You will then be asked to enter your email address



And will receive the following message on screen

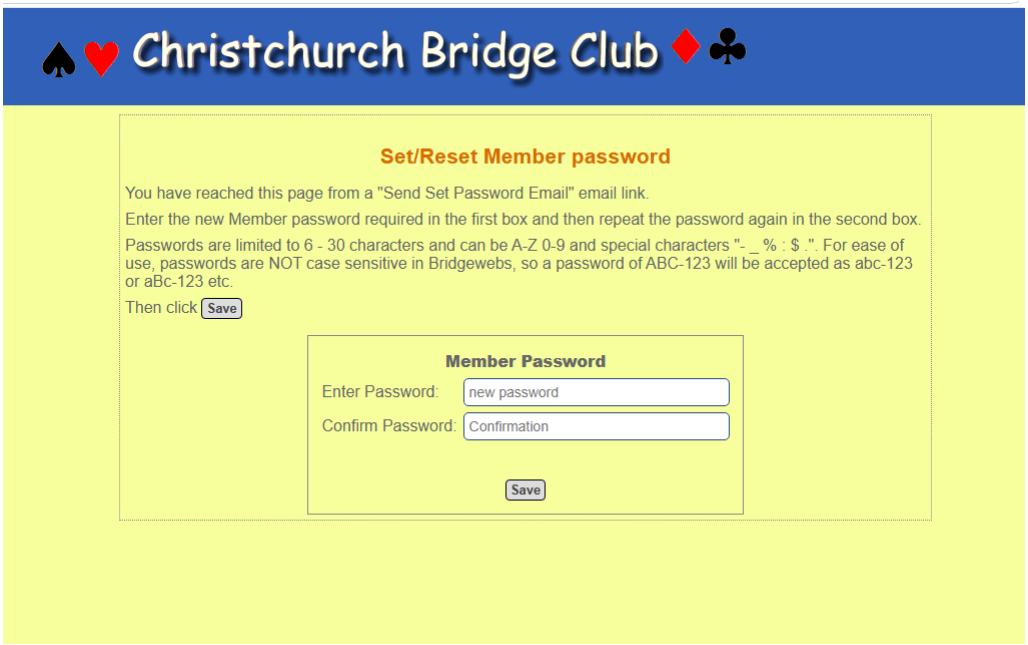


And an email link which will enable you to set a password:



If you do not receive the email, check in your junk mail. If you get an error message or nothing arrives contact jan.titcombe@icloud.com .

When you click on the link you will be asked to set a password



You will then be able to log into the Member Only area of the website.

B. ONCE YOU HAVE A PASSWORD

When you log in you land on a page which shows your payment account.



It shows what you owed and paid for the last three months. If something looks wrong or you want earlier information please contact Tim Dunsby tdunsby@yahoo.co.uk

Along the top of the personal balance there are four tabs: Payment AC, Account, Member list, Download. Just below these tabs there is a “Save” button.



Clicking on the **Account** tab brings up your personal account where you can change your password, add or change your telephone number and address, upload a photo *if you wish*. You can also set your mailing preferences. Remember if you choose **not** to receive emails from the club you may miss out on important announcements, for example a bridge session being cancelled or delayed at short notice, voting at general meetings. If you only wish to receive emails relevant to face to face players or online players please let the webmaster know jan.titcombe@icloud.com . Not being visible to other members may limit opportunities to find a partner. There are full instructions on the page.

When you have changed any information you need to press the **save** button (at the top left of the screen). You will not be able to change any information that is greyed out, please contact Jan.titcombe@icloud.com to get that information amended.

If you click on the “members” tab you will be able to view the emails of those members who have an email address and have not opted out and the phone numbers of those who have added these details. Note the restrictions on the use of this information. The club’s privacy notice is on the menu as a sub category of Information. Some of the contact information needs updating but the principles remain current. To find a member you can search on all or part of their name or re-order the list by clicking on the headings eg first name. To send an email to another member click on “email” in their entry and then a form will appear.



Another way of finding a partner is to put up a message. Click on “Find a Partner” in the menu, check that there isn’t already a request for the relevant session/s. If not fill in your information and press “submit”.

“Download” allows you to email results to yourself or others.

Club minutes and news of meetings can be found in a sub heading in the Member Area on the menu.

c**. TROUBLESHOOTING**

Problems logging in? If you have more than one email address are you using the one you registered with? Have you used the correct password? Try following the instructions for resetting your password in section A. If none of these work contact jan.titcombe@icloud.com

Not receiving emails? When an important email goes out to everyone we tell you on the home page. If you don’t receive it this may be a problem with your internet provider or you may be unsubscribed. Most UK bridge clubs use the same Bridgewebs platform for their websites. If you unsubscribe from one you unsubscribe from them all. If you want to unsubscribe from just one club you need to contact their administrator. If you have accidentally pressed unsubscribe and want to be reinstated or want to check your status click on “Bridgewebs” in the menu and follow the instructions in the top news item.

Information missing? We can’t fit everything in the home page but there should be links from news there or the menu to everything from results; directions to face to face venue; EBU, Dorset and neighbouring counties bridge news; formal policies and documents. Remember that several of the topics in the menu have sub topics, which are revealed when you click on the main topic. If there’s something you think should be added or you have local news you think other members would find interesting let us know via jan.titcombe@icloud.com

JAN TITCOMBE

18 NOVEMBER 2026