

Membership Area Access and Functions

1. Pre-Registration

All Club Members who have previously provided the Club or the EBU with an email address have been pre-registered with a personal account. Members' options have been pre-set to a default as follows, (including those members who may have already accessed their personal account prior to the issue of this notice):

Show in "Lists", Allow "Bulk Email", Show "Rank", Show in "Personal Analysis", Show Email in "Partner/Messages", Show Phone in "Partner/Messages", Show Mobile in "Partner/Messages" have all been set to YES.

Show Email in "Lists", Show Phone in "Lists", Show Mobile in "Lists" have all been set to NO.

If you have not previously accessed your personal account, you will need to set/reset your password.

Click on menu option "Membership"

Click on "Set/Reset Password"

Enter your email address and click on "Send Set Password Email"

You will receive an email with a link to enable you to set your password.

You can then log on to your personal account, reset the options if you wish, update any other information as you see fit, and access the member area functions. In particular, you can reset the options to allow other members to see your email address and phone numbers.

2. New Registration

Those club members who have never provided the EBU or the Club with an email address, or who may have recently changed their email address, will need to provide me with your name (as registered with the EBU) and your email address.

Wait 24 hours and then proceed as in 1. above.

3. In the membership area you will find functions for:

- a. Messages
- b. Personal Analysis
- c. Member List
- d. Ranking (Masterpoints)
- e. NGS Grade
- f. Account (your personal information)
- g. Download (session results)

4. You will also be able to view Meeting Minutes by clicking on the Members Only menu item.