

How to log on to the members' portal area

In the membership portal you will be able to check what you have paid and make a payment.

You may be asked to enter any information that is missing from your record.

Please note the email address you receive emails from BSUG is the email address you need to enter in 'forgot password'.

Password

To get a password for the membership area, please use the following [link](https://members.bsug.org.uk/users/password/new):

<https://members.bsug.org.uk/users/password/new>

A screenshot of a web browser showing the BSUG Member Portal. The page has a dark blue header with the text 'BSUG Member Portal'. Below the header, the main content area is white and contains the heading 'Forgot your password?'. Underneath this heading is a text input field labeled 'Email Address'. Below the input field is a red button with the text 'Send me reset password instructions'. At the bottom of the form area, there are three links: 'Log in', 'Register Now', and 'Reset Confirmation'.

1. Enter the email address you have registered with BSUG.
2. Click "Send me reset password instructions"
3. Within a few moments, you be will be sent an email with instructions to set up your new password.

Passwords must be at least 6 characters long and contain a mix of capital letters, small letters, and numbers.

Making an online payment

Once logged in as a member, you will see your outstanding balance and a blue Pay Now button.

Click this to open the payment window and pay using your Credit or Debit card.