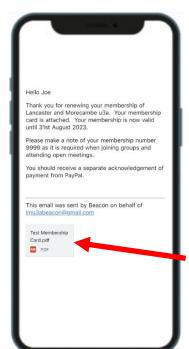
## Saving your membership card to a Smartphone



Although the traditional process of renewing membership by cheque payment is still available, the process is costly, time consuming and takes a significant amount of volunteer effort. When possible, we hope that members will renew online and receive their membership card by email. This can be printed out, or a substitute card will be made available to be collected at monthly meetings. Alternatively, the card can be stored on a smartphone.

Members will be able to renew online from 4<sup>th</sup> August through the Beacon Members Portal and will instantly receive an email with an attached membership card.

**Storing your membership card on a Smartphone**Open the attachment to reveal your e-membership card



Your Membership card will be displayed on the phone and can be printed out or alternatively stored on your phone.

**Saving on your phone** - Rotate the phone by 90 degrees. The image should appear in landscape format. If it does not, then you might have the auto rotate feature turned off.

Zoom the image to full screen using two fingers.

Tap the image.

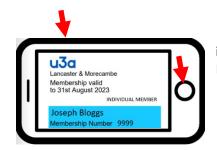




## Take a screenshot - Apple



**iPhone with face id** – Momentarily press the Side button and Volume up button at the same time. Quickly release both buttons



**iPhone with touch id** - Momentarily press the Side button and Home button at the same time. Quickly release both buttons



**iPhone with top button** - Momentarily press the Top button and Home button at the same time. Quickly release both buttons



## Take a screenshot - Android



**Android phone** – Momentarily press the Power off and Volume down buttons at the same time. Quickly release both buttons. The screenshot will be saved under Pictures in a Screenshots folder.

Note that the position of the Volume down and Power off buttons may vary dependant upon the phone manufacturer.