

Website Guide

This guide explains how to reach the ROPA Website at www.ROPA.org.uk and then login to the **Members Area**. The website can be accessed from any device, and was updated in 2026 with smartphone users in mind.

To reach the website you may use any web browser to:

- enter the web address www.ropa.org.uk directly, or
- search for 'royal ordnance pensioner', or
- search for 'ropa.org.uk'

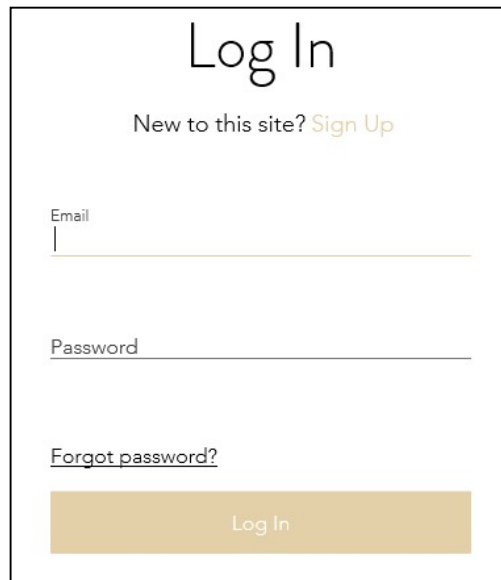
This will allow you to reach the ROPA Website Home page, headed:



The Members Area is available to any ROPA Member. It can be accessed by creating a simple yet secure account for the ROPA website. To create your account, click on the **[Member Login]** button at the bottom right of the website's Home page.

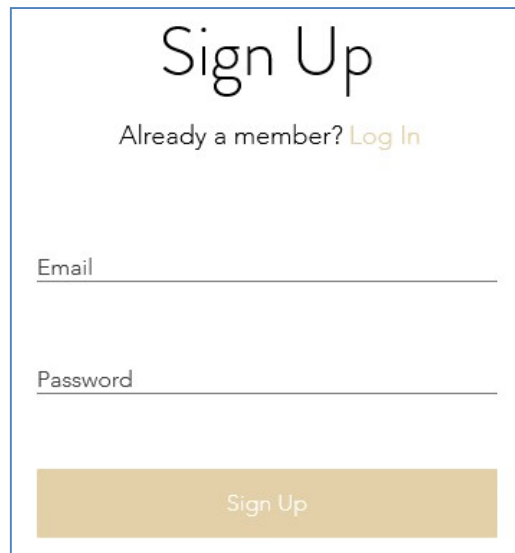


This opens another web page, so click on the gold 'Sign Up' text after 'New to this site?' as shown below:



The screenshot shows a 'Log In' form. At the top, the text 'Log In' is centered. Below it, a link 'New to this site? Sign Up' is displayed. The form contains two input fields: 'Email' and 'Password'. Below the 'Password' field is a link 'Forgot password?'. At the bottom of the form is a gold button labeled 'Log In'.

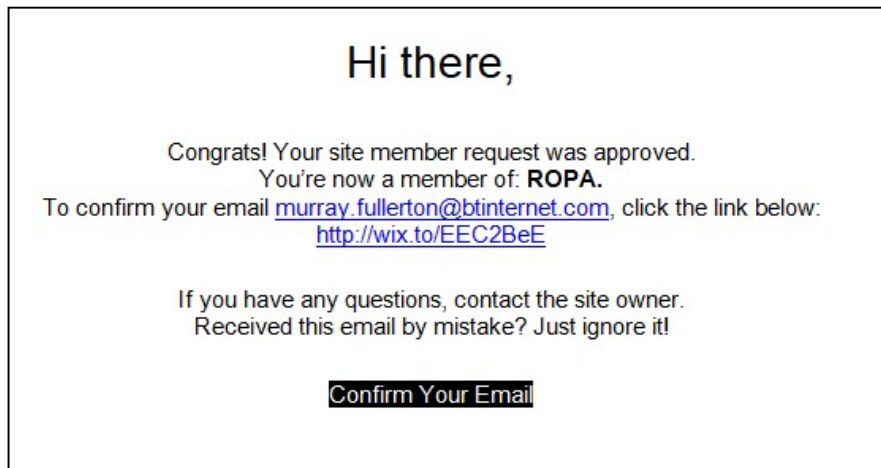
When 'Sign Up' has been clicked the window's title changes to:



The screenshot shows a 'Sign Up' form. At the top, the text 'Sign Up' is centered. Below it, a link 'Already a member? Log In' is displayed. The form contains two input fields: 'Email' and 'Password'. At the bottom of the form is a gold button labeled 'Sign Up'.

Fill in your **Email** address and choose a memorable **Password**, then click the gold [**Sign up**] button. This sends a message to the ROPA Membership Secretary who will then check your ROPA membership status.

If you are a current ROPA member you will soon receive a confirmation message to the email address you have filled in, similar to the one below. Note that you may have to check for this confirmation email in Junk or Spam mail boxes, depending on your email system.



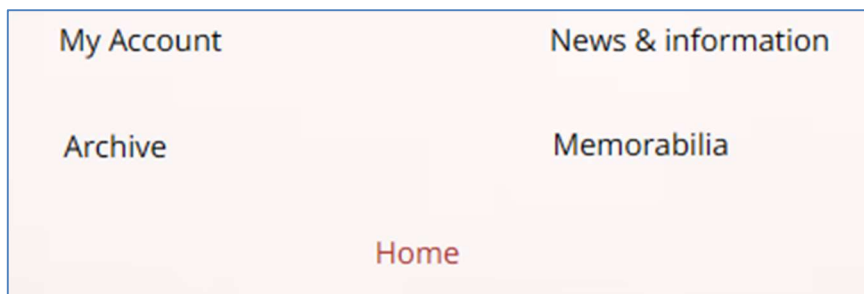
Once you have clicked on the link to confirm your email address, you must visit the ROPA Website Home page once again. Click on the **[Member Login]** button again, but this time enter your **Email** and **Password** and then click on the gold **[Log In]** button, to enter the private 'members only' section of the ROPA Website.

If you already have a ROPA Website account, click on the '**Login/Sign Up**' text. Some browsers will save your login credentials, so will automatically grant access to the Members' Area. If you see **[Hi yourname...]** instead of 'Member Login' in the button at the bottom right, clicking on the button is all that's needed.

Click on the button and a drop-down menu appears, providing the following five options to navigate around the Members Area.

- **My Account**
- **News & information**
- **Memorabilia**
- **Archive**
- **Log Out**

Each of these pages has five options near the top, providing quick and simple method to navigate with a single click.



The navigation menu is also available in the page footer, so it's not necessary to scroll back up to the top of the page to navigate in the Members Area.



Please note that there is no need to Log Out when you leave the website. You may also Log In on Smartphones and tablets and leave these devices logged in if you choose. Each device you use has its own 'Log In' status for the ROPA Website.

However, if you use a shared device then ROPA recommend that you Log Out at the end of each visit: if you remain logged in your personal information in **My Account** would then be visible to other users of that device.

Not a ROPA Member?

You may apply to join by clicking on the **[Join Now]** button on the ROPA Home page and filling in the application form on the web page.

Need help or information?

The ROPA Home page allows anyone to contact ROPA by clicking on the **[Contact us]** button and then completing the contact form.

No Email Address?

You may still use the ROPA website even if you don't have an email address. When sending a contact form message or applying to join, just mention that you'd like a reply by letter, phone or text etc. and include your contact details, as necessary.

The Email box **must** be filled in, so type: **yourname@ropa.com** before clicking the button. Yourname could be anything but your first name followed by a dot and then your last name would be a very good idea – for example: joan.green@ropa.com