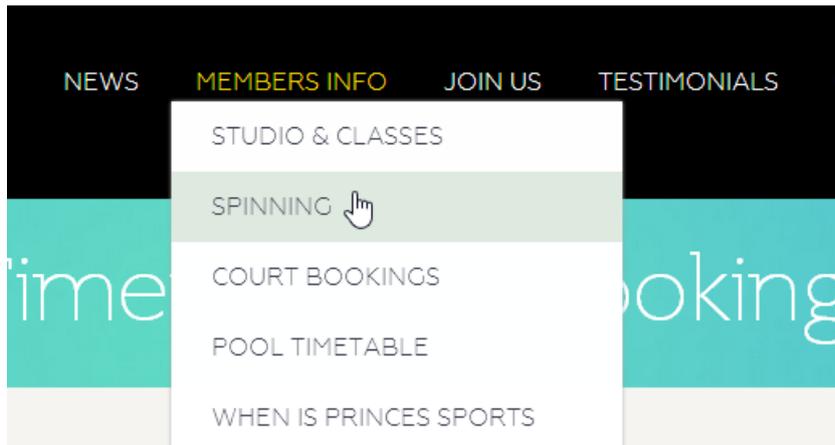


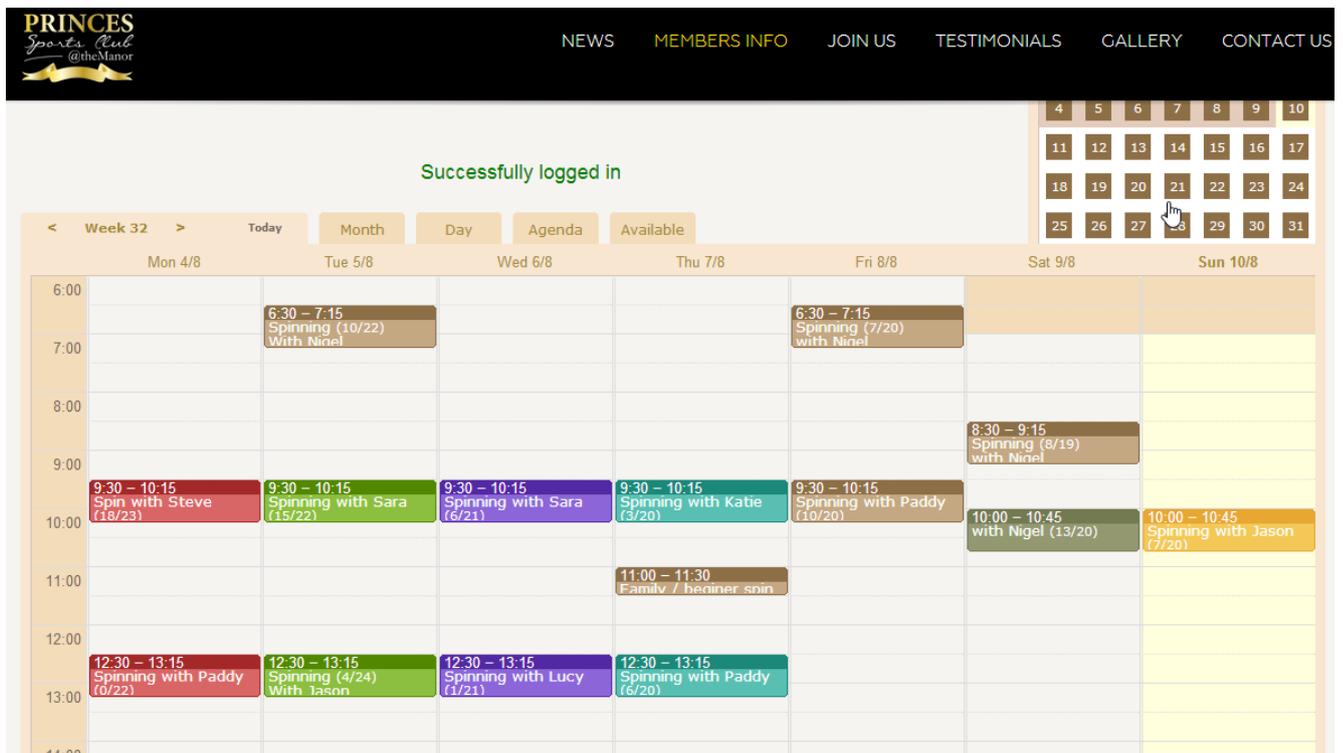
How to Book

Spinning Classes

Click the **Spinning** option from the Members Info menu on the website:



Sign in by clicking the **Sign in** button (by default your membership number is the login and m4nor is the password) and then you should be returned to the Spinning schedule:

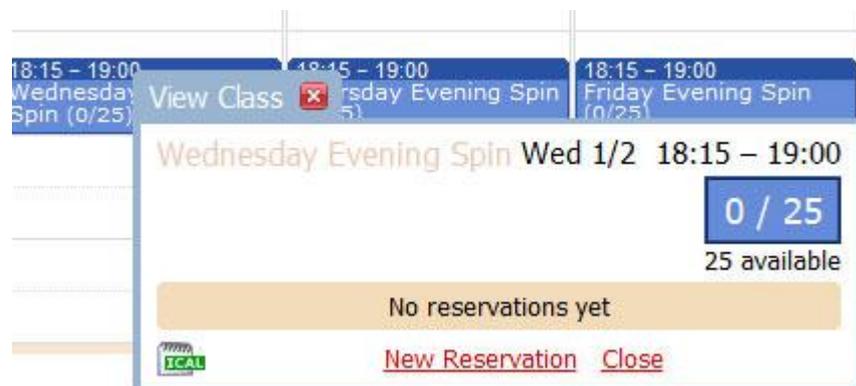


The screenshot shows the Princes Sports Club website interface. At the top, there is a navigation bar with the club's logo and menu items: NEWS, MEMBERS INFO, JOIN US, TESTIMONIALS, GALLERY, and CONTACT US. Below the navigation bar, a message reads "Successfully logged in". To the right, there is a calendar grid for the month of August, with the date 27 highlighted. Below the calendar, there is a spinning class schedule for the week of August 4th to 10th. The schedule is organized by day and time slots. The classes are as follows:

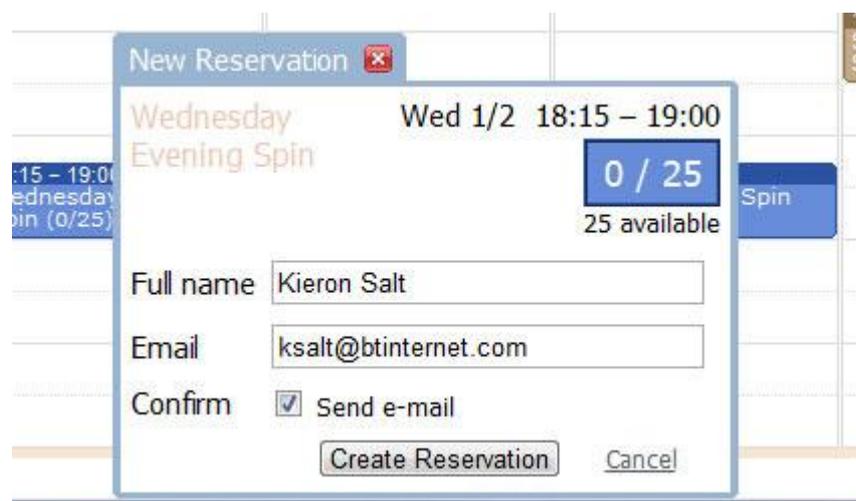
Day	Time	Instructor
Tue 5/8	6:30 - 7:15	Spinning (10/22) With Nigel
Fri 8/8	6:30 - 7:15	Spinning (7/20) with Nigel
Sat 9/8	8:30 - 9:15	Spinning (8/19) with Nigel
Mon 4/8	9:30 - 10:15	Spin with Steve (18/23)
Tue 5/8	9:30 - 10:15	Spinning with Sara (15/22)
Wed 6/8	9:30 - 10:15	Spinning with Sara (16/21)
Thu 7/8	9:30 - 10:15	Spinning with Katie (13/20)
Fri 8/8	9:30 - 10:15	Spinning with Paddy (10/20)
Sat 9/8	10:00 - 10:45	with Nigel (13/20)
Sun 10/8	10:00 - 10:45	Spinning with Jason (7/20)
Thu 7/8	11:00 - 11:30	Family / beginner spin
Mon 4/8	12:30 - 13:15	Spinning with Paddy (10/22)
Tue 5/8	12:30 - 13:15	Spinning (4/24) With Jason
Wed 6/8	12:30 - 13:15	Spinning with Lucy (1/21)
Thu 7/8	12:30 - 13:15	Spinning with Paddy (16/20)

You can book a Spinning class up to 48 hours in advance.

To book a class, simply **click the class** you would like to be booked on and you will see the following:



Click the **New Reservation** option:



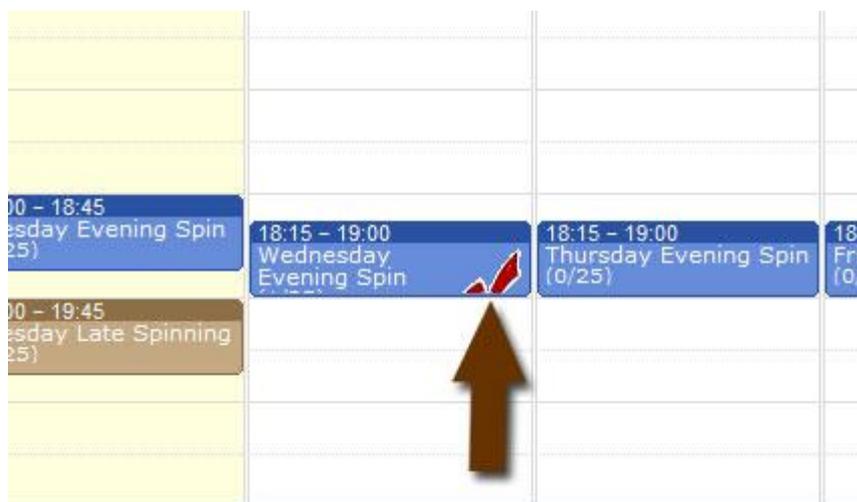
If you're email isn't setup in your Settings (or you wish to be notified via email to a different address) enter it in the Email Field. Click the Send e-mail confirmation option then click the **Create Reservation** button.

If the maximum amount of bookings have been already made you can still create a reservation and will be placed on the Reservation list. If a member unbooks then the first person on the reservation list will get the space.

Unbook a Spinning Classes

In order for the system to work, it is essential members who cannot make a class unbook – this will allow members on the waiting list to attend the class.

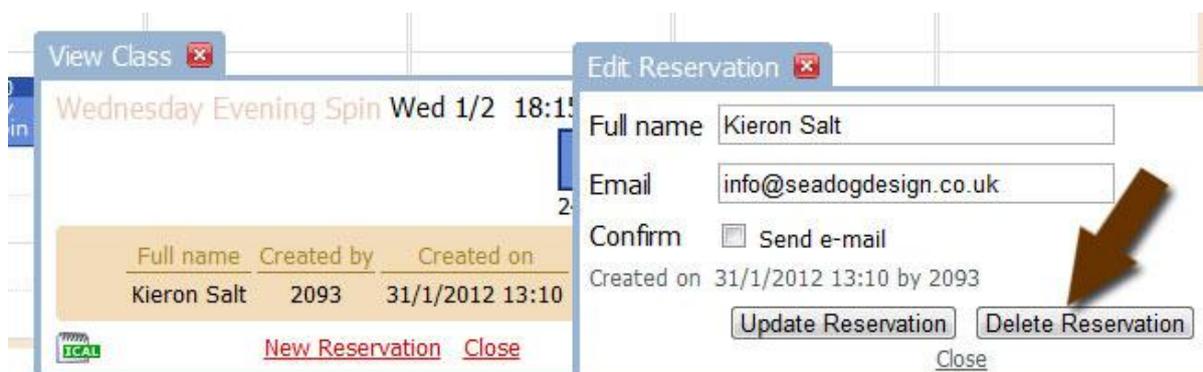
On the calendar any classes you are booked on will have a tick on them:



To unbook, click the class you are booked on then click the **edit icon** next to your reservation:



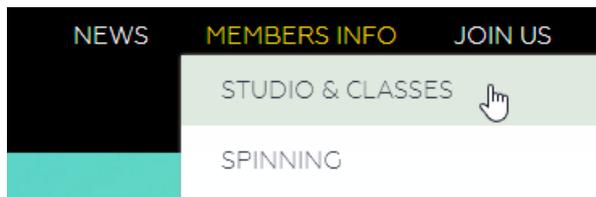
Then click the **Delete Reservation** button:



How to Book

Studio Classes

The process is the same as booking a Spinning class – simply click the **Studio** option from the Members Info menu on the website:



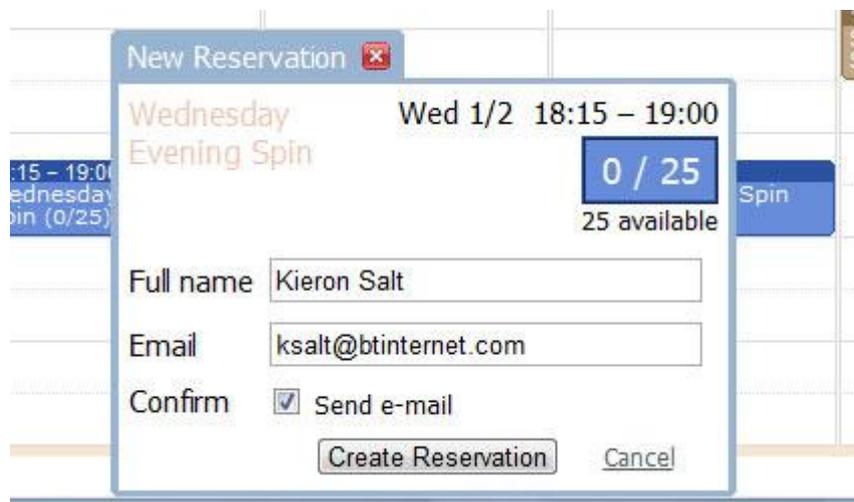
You will see the following calendar:



To book a class, simply **click the class** you would like to be booked on and you will see the following:



Click the **New Reservation** option:



If you're email isn't setup in your Settings (or you wish to be notified via email to a different address) enter it in the Email Field. Click the Send e-mail confirmation option then click the **Create Reservation** button.

If the maximum amount of bookings have been already made you can still create a reservation and you will be placed on the Reservation list. If a member unbooks then the first person on the reservation list will get the space.

Unbook a Studio Classes

In order for the system to work, it is essential members who cannot make a class unbooks – this will allow members on the waiting list to attend the class.

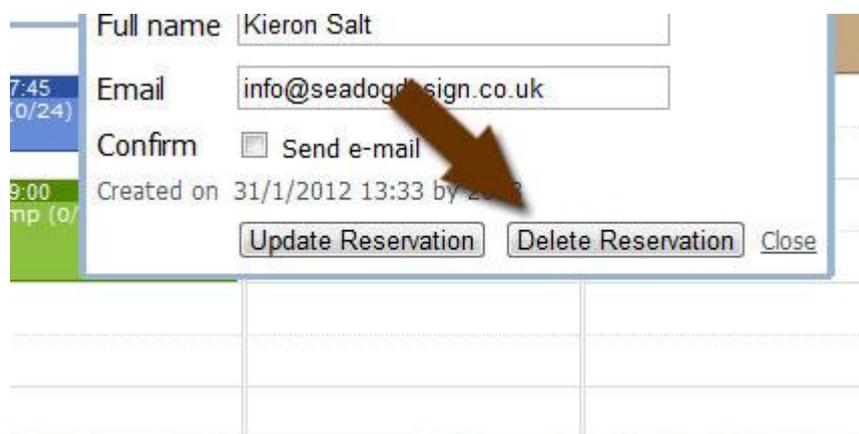
On the calendar, any classes you are booked on will have a tick next to them:



To unbook, **click the class** you are booked on then click the edit icon next to your reservation:



Then click the **Delete Reservation** button:

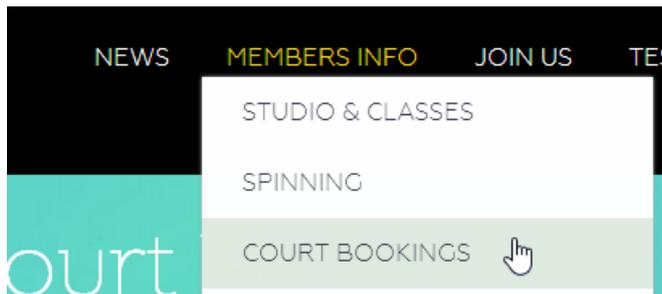


How to Book

Squash\Racketball Courts

Courts can be booked up to 8 days in advance.

Click the **Court Bookings** option from the Members Info menu on the website:



You will be presented with the Court Calendar. The layout shows courts 1-4 in each time slot, coloured slots show booked courts, coloured courts with lines through show your bookings and clear slots show available courts. By default all courts are shown, to filter by a specific court click the court name.

The screenshot shows the Court Calendar for PRINCES Sports Club @theManor. The calendar is a grid with time slots on the left (8:00 to 18:00) and court numbers (1-4) on the top. Each cell in the grid represents a court at a specific time. Colored cells indicate booked courts, and cells with a diagonal line through them indicate bookings for the user. The calendar is populated with names and times for various courts.

Time	Court 1	Court 2	Court 3	Court 4	Court 1	Court 2	Court 3	Court 4	Court 1	Court 2	Court 3	Court 4	Court 1	Court 2	Court 3	Court 4	Court 1	Court 2	Court 3	Court 4	Court 1	Court 2	Court 3	Court 4	
8:00																									
9:00			9:00 blanc			9:00 croo	9:00 blanc								9:00 blanc			9:00 356	9:00 161			9:15 junio clubs	9:45 hatti		
10:00						9:45 Drop In	9:45 Drop In	9:45 Drop In	9:45 Drop In						9:45 dunn	9:45 blanc			9:45 356				10:30 junio clubs	10:30 hatti	10:30 Kare
11:00															10:30 dunn								11:00 junio clubs	11:15 Mich	11:15 Sear
12:00	12:00 eddie	12:00 Jame			12:00 Jame	12:00 marp	12:00 Blaks	12:00 Jame	12:00 Richa	12:00 Mark	12:00 Lewis	12:00 Ash	12:00 Paul	12:00 Dani	12:00 Kane	12:00 marp	12:00 Jame	12:00 Tim	12:00 Clair						
13:00		13:30 Jame			13:30 Jame	13:30 john			13:30 Jame	13:30 Gary	13:30 Tim	13:30 Blaks					13:30 Blaks		13:30 Jame		13:30 Blaks				
14:00																									
15:00	15:00 Jenn	15:00 Step	15:00 coac								15:00 David						15:00 Step						15:00 Bart	15:00 Bren	
16:00		16:30 coac						16:30 Mich	16:30 JUNI Club night	16:30 junio	16:30 junio club night	16:30 junio club night	16:30 John			16:30 coac	16:30 barti	16:30 Junio	16:30 mini	16:30 mimi	16:30 Bart	16:30 Bart	16:30 ian		
17:00			16:30 junio	16:30 junio				16:30 Sear					16:30 pepp	16:30 Grah	16:30 barti			16:30 Bryai	16:30 Junio	16:30 Junio	16:30 Junio	16:30 jone	16:30 shell		
18:00	17:15 Craig	17:15 Shar	17:15 Chris	17:15 coac	17:15 Shell	17:15 Richa	17:15 Shar	17:15 Joan	17:15 Fras	17:15 Mich	17:15 jo	17:15 jane	17:15 trott	17:15 Olive	17:15 perk	17:15 Jame	17:15 Joan	17:15 Mich	17:15 Junio	17:15 Junio	17:15 Junio	17:15 Hilto			
	18:00 Bren	18:00 Trev	18:00 Kierc		18:00 Shell		18:00 Joe	18:00 titley	18:00 hicki	18:00 kiero	18:00 Hilto				18:00 Trev	18:00 ian	18:00 Jane	18:00 Hall	18:00 Hall	18:00 Hilto	18:00 Hilto				

To book, click a clear court (to receive an email confirmation and reminder ensure the 'Send e-mail' option is checked) then click the **Create Reservation** button:

New Reservation ✕

When: 4/2/2012 9:00 to 4/2/2012 9:45

Full name: Kieron Salt *

Email: info@seadogdesign.co.uk

Phone: 01246 568844

Squash Courts: Squash Court 1

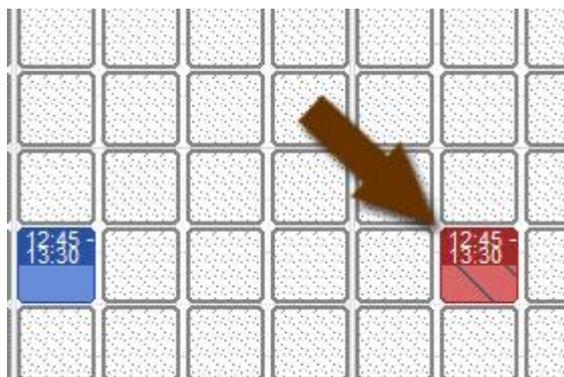
Confirm: Send e-mail * Indicates required field

Create Reservation Cancel

Unbook a Court

In order for the system to work, it is essential members who cannot make a court unbooks – this will allow other members to enjoy the court.

Your booked courts are shown by having lines through them:

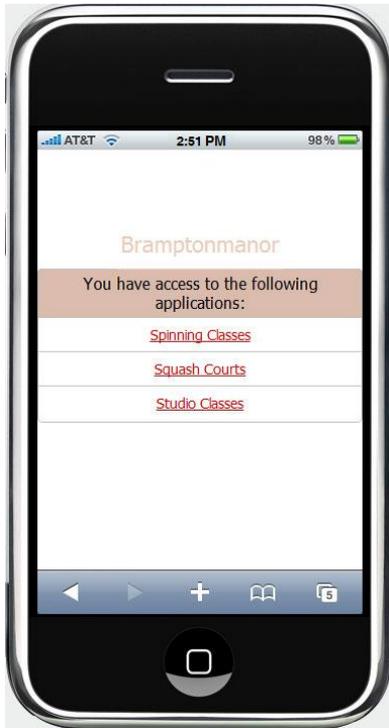


To unbook, **click the court** and the following will be show, click the **Delete Reservation** button:



How to Book using a Smart Phone

Bookings can be carried out using an iPhone, Android based phone or Blackberry. Go to <http://bookings.brampton-manor.com> in your phone web browser and you will see the following:



Booking a spinning or studio class uses the same process, click either option then click the **sign in** link:



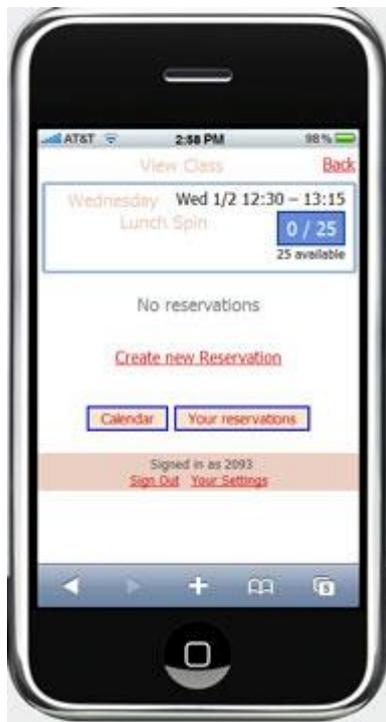
Enter your login and password then click **Login**:



Click the required day and the list of available classes will be shown:



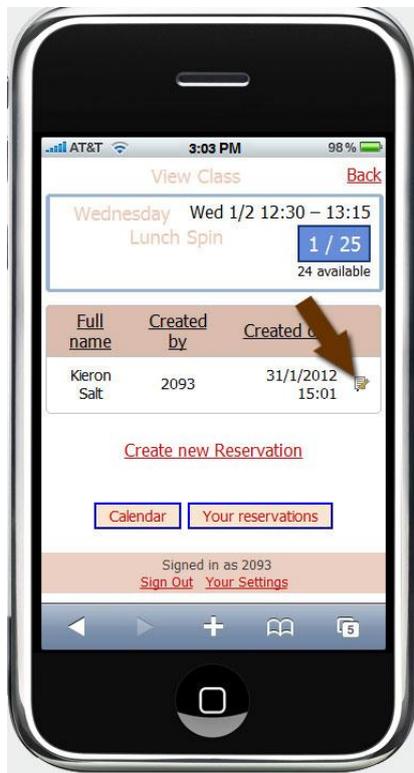
Click the time of the class then the **Create New Reservation** option:



To receive email confirmations, check the Confirm checkbox. Then click the **Create Reservation** button:



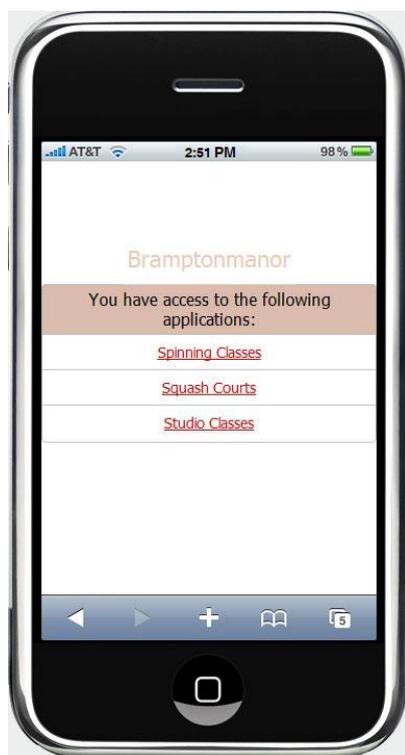
It's very important you cancel any bookings that you cannot make. To do this, click the time next to the class you have booked on, then click the **edit button** next to your reservation:



Then click the **Delete Reservation** button:



Booking a court using a Smart Phone Select the Squash Courts option from the main page (sign in if required):



Click the **Available** button:



You can use the filters at the bottom of the screen to search for available courts on a specified day:



There will be a + under the court beside a time if it is available. To book, click the +. You will then be shown the confirmation page, check the details, check the tick box next to confirm to receive email confirmation and reminders then click the **Create Reservation** button.



It's very important you cancel any courts that you cannot make. To do this, **click the coloured box** with the time that shows your booking:

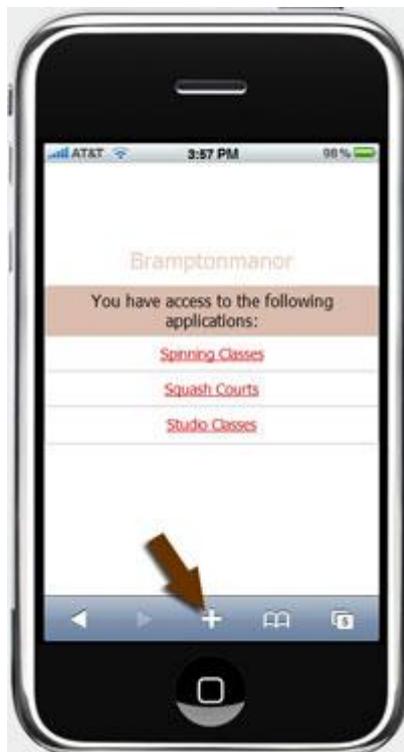


Then click the **Delete reservation** button:



Creating a shortcut to the Bookings page on your iPhone

Open up the main bookings webpage and click the + option at the bottom of the screen:



Click the **Add to Home Screen** option:

