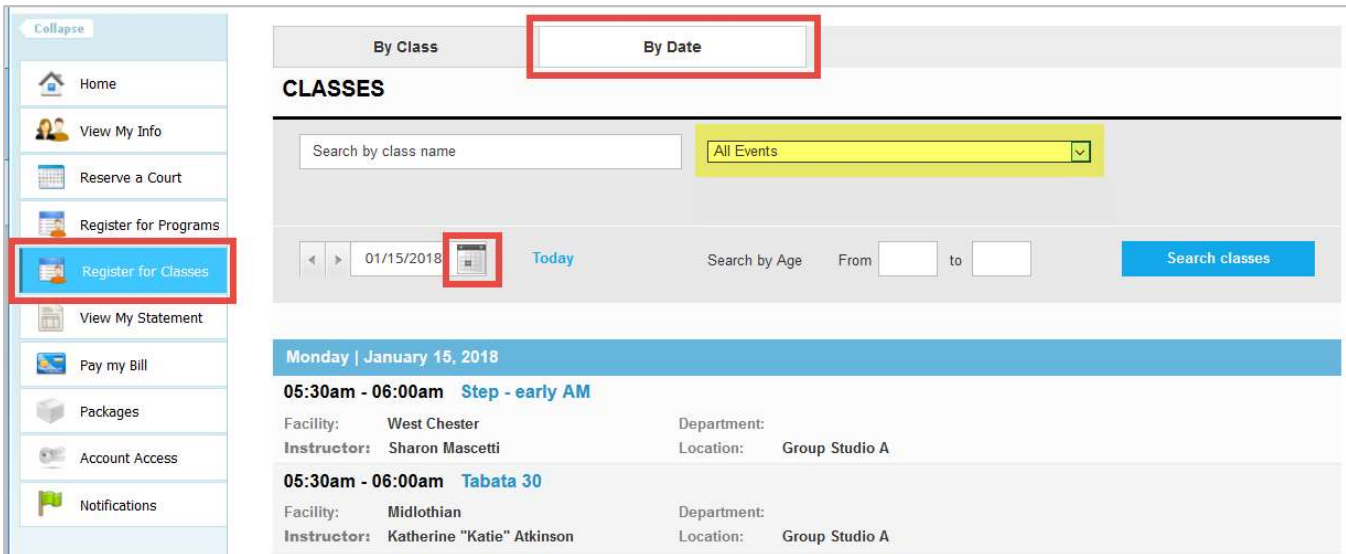


6 REGISTER FOR DROP IN PROGRAMS

The “Drills & Events” tab will allow you to register for daily/drop-in classes, i.e. Adult Drills. To complete your registration:

- Begin by selecting the “By Date” tab and the day you would like to review from the calendar provided. You can narrow your search using the filters provided at the top of the page, i.e. keyword or All Events menu.
- **All Events:** use this menu to narrow down the class list, i.e. select Adult Drills to view only adult drills.
- Once you have selected the day and completed the optional filters, select “Search classes”.



The screenshot displays the 'Register for Classes' interface. On the left sidebar, the 'Register for Classes' link is highlighted with a red box. At the top, the 'By Date' tab is selected and highlighted with a red box. Below the tabs, there is a search bar for class names and a dropdown menu currently set to 'All Events'. A date selector shows '01/15/2018' with a calendar icon, and a 'Today' label. A 'Search by Age' section has 'From' and 'to' input fields. A blue 'Search classes' button is on the right. The main content area shows the date 'Monday | January 15, 2018' and two class listings:

Time	Class Name	Facility	Instructor	Department	Location
05:30am - 06:00am	Step - early AM	West Chester	Sharon Mascetti	Department:	Group Studio A
05:30am - 06:00am	Tabata 30	Midlothian	Katherine "Katie" Atkinson	Department:	Group Studio A

- Classes scheduled for the week will now display. Identify the class you would like to register for and select “Sign Up” to register for the day. Click on the class name to view all days the class is offered.
- **Status descriptions:**
 - **Sign Up** – You may register online, pre-payment is required
 - **Call** – Please call the front desk to register for these classes
 - **Closed** – Online registration has closed, you may call the front desk to see if there are any spots available
 - **Full** – This class is full, you may call the front desk to join a wait list if you are interested

By Class
By Date

CLASSES

Today

Search by Age From to

Search classes

Monday | January 15, 2018

06:00am - 06:50am Power Ride	Closed
Facility: Downtown Department: Instructor: Ian Ayers Location: Cycle Studio	0 Registered 30 Open
09:30am - 10:20am Rhythm Ride	Closed
Facility: Downtown Department: Instructor: Dana Lewis Location: Cycle Studio	0 Registered 30 Open

Tuesday | January 16, 2018

06:00am - 06:50am Power Ride	Sign Up
Facility: Downtown Department: Instructor: Kirsten Ryan Location: Cycle Studio	0 Registered 30 Open
09:30am - 10:20am Power Ride	Sign Up
Facility: Downtown Department: Instructor: Leticia Hansen Location: Cycle Studio	0 Registered 30 Open
05:30pm - 06:20pm Rhythm Ride	Not Yet Open
Facility: Downtown Department: Instructor: Jean Wolf Location: Cycle Studio	0 Registered 30 Open

- After selecting “Sign Up”, you will be asked to select the user who will be registering for the class (multiple users can be selected).

Sign Up / Add family members

Select family members to be enrolled in this class below. If you're looking to enroll a family member who is not on this list, you may create them by clicking 'new family member' below.

Jane ✓

Laura

Cancel
Add to Cart

- After selecting the user name, click “Add to Cart” to proceed with your registration
- The program has now been added to your “cart” and payment can be taken (when applicable). Multiple class registrations can be completed prior to completing registration through your cart.
- Select “View Cart” in the top right corner complete your registration



- In your cart, confirm the class reservation(s) and select the green “Continue to check out” button
- Follow the prompts to enter payment (when applicable) and complete registration
- Once you have completed the cart checkout, the user will be registered for the class and their spot secured on the roster!

SHOPPING CART

1 Cart
2 Confirm
3 Waiver
6 Thank you

Secure Transaction
256Bit Encryption
This is the same encryption that banks and credit cards use.

Please review the shopping items you picked out before proceeding the payment

- To remove an item, press the ✖ icon on the line you would like to remove
- When you are ready to pay, press the "CONTINUE, to Check Out" button on the right

SHOPPING ITEMS	Member	Remove	Price	Quantity	Total
Cycle 45 - 5:30pm (09/07/2017)	Test Member	✖	\$0.00	1	\$0.00
				Sub Total	\$0.00
				Total	\$0.00

CONTINUE, to Check Out

or [Cancel & Clear the Cart](#)

- Adult Drill Registration Policies:
 - 1 week prior – 7:00 am – Phone sign-up opens for Registered Players
 - 1 week prior – 8:00 am – Online sign-up opens for Registered Players
 - 2 days prior – Online sign-up opens for guests
- Adult Drill Cancellation Policies *NEW*:
 - 1 week to 48 hours: No Charge
 - 48 hours to 24 hours: \$5.00 cancellation fee
 - Less than 24 hours: Full cost of drill will be billed to your account