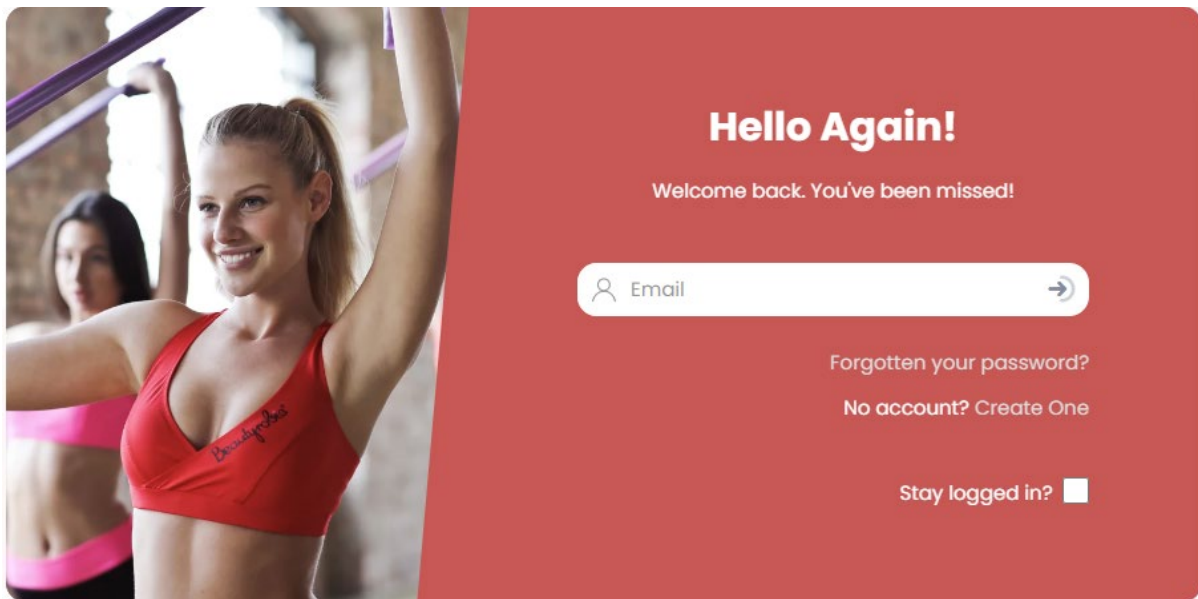



Dashboard User Guide

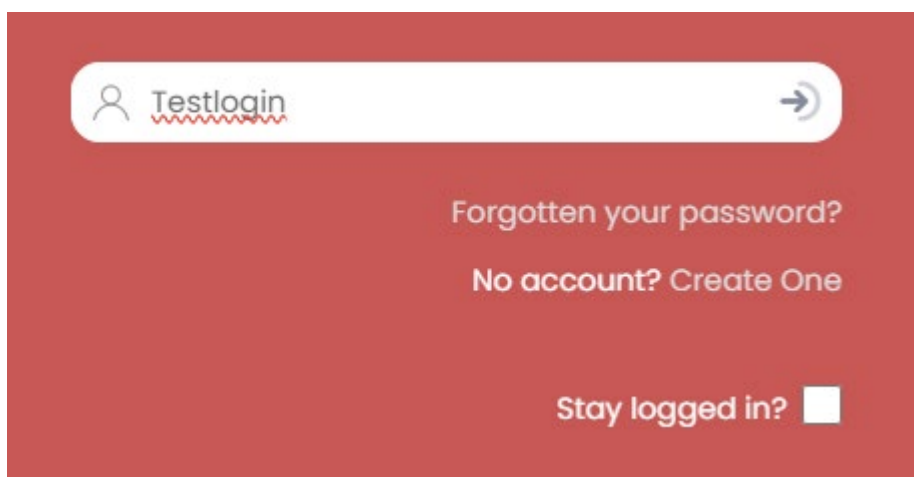
Welcome to the new King's School Sports Centre dashboard. This user guide will provide a step-through of the screens available to you and how to use them.


Logging In

The link to the login page is [\(insert link to live here\)](#)



On the login page enter your email address and click here  .



Enter your password and click  .

If you have forgotten your password, click [Forgotten your password?](#) .

Forgotten your password?



Please enter your email address to start the password recovery process.

Enter your email address and click **SUBMIT**. If your email address matches the address held on your account, a new password will be generated and emailed to you.

If you have not set up an online account before click [No account? Create One](#).

Create Account

If you are an existing member and do not yet have login details, you may request them by completing the form below.

Complete the input form and click **SUBMIT**. Providing the information given matches your membership account, your password will be generated and emailed to you.

Dashboard

This provides an overview of your account and any bookings you may have, together with your usage and the daily Timetable.

EZ RUNNER ← ☰ 🛒

Hello Smith

Upcoming Bookings

No Upcoming Bookings

Waiting List

You are not on any waiting lists.

Today's Timetable

| | NAME | TIME | PLACES | W-LIST | |
|--|------------------|----------|--------|--------|----------------------------|
| | Boxing | 10:30 AM | 0 / 20 | 0 / 5 | Book |
| | Zumba Quick Book | 12:30 PM | 0 / 20 | 0 / 5 | Quick Book |
| | Spin | 01:00 PM | 0 / 20 | 0 / 5 | Book |
| | Spin | 02:00 PM | 0 / 20 | 0 / 5 | Book |
| | Swimming | 03:00 PM | 0 / 10 | 0 / 5 | Book |
| | Dance Quick Book | 03:00 PM | 0 / 10 | 0 / 5 | Quick Book |

Your Account

| | |
|-----------------|----------------------------|
| Member Number | 00378 |
| Credit Balance | £20.00 |
| Arrears Balance | Pay £18.00 |
| Loyalty Balance | 0 |

Message Board

Maintenance Scheduled 📅 13/02/2024

Top Up

Current Balance: £20.00

[Add To Cart](#)

Session Bundles

| BUNDLE | ITEMS | EXPIRES |
|--------|-------|---------|
|--------|-------|---------|

Upcoming Bookings

| Upcoming Bookings | | | | |
|-------------------|---------------|-----------------|----------|----------------------|
| ACTIVITY | NAME | DATE | TIME | |
| Zumba Quick Book | Smith Freddie | Thu 20 Jun 2024 | 12:30 PM | View |
| Dance Quick Book | Smith Freddie | Thu 20 Jun 2024 | 03:00 PM | View |

You will see all your bookings listed here. Click **VIEW** against a booking to see the details, you can cancel the booking from here, provided you are within the cancellation period.



Zumba Quick Book

- 📅 20/06/2024
- 🕒 12:30 PM
- 👤 1/20
- 📍 Studio
- 👤 Joe Bloggs

Dive into the rhythm and excitement of our Zumba class, where fitness meets dance in a vibrant and energetic fusion. Led by our enthusiastic instructors, each session transforms traditional cardio exercises into a lively dance party, combining Latin and international music with easy-to-follow choreography. Whether you're a seasoned dancer or new to the dance floor, our Zumba class offers a non-judgmental space for everyone to move, sweat, and groove. Get ready to burn calories, improve your coordination, and uplift your spirits as you shimmy and shake your way to a healthier and happier you.

Attendees

| FIRST NAME | LAST NAME |
|------------|-----------|
| Smith | Freddie |

Cancellation

This booking is not eligible for cancellation as the start date is outside of the allowed cancellation period. The notice required to cancel this reservation is 48 hours.

Cancel

Your Transaction

| | |
|-------------------|---------------------|
| Booking Reference | 5587 |
| Date Booked | 20/06/2024 at 10:19 |
| Amount Paid | £0.00 |

Close

Add To Calendar

Cancellation

This booking is eligible for cancellation.

Cancel

Are you sure you want to cancel this reservation?








Confirm Cancellation

Waiting List

| ⌚ Waiting List | | | | | | |
|----------------|---------------|-----------------|----------|----------|---------|---------------|
| ACTIVITY | NAME | DATE | TIME | POSITION | OFFERED | |
| Zumba | Smith Freddie | Mon 24 Jun 2024 | 09:00 AM | 1 | No | Cancel |
| Spin | Smith Freddie | Mon 24 Jun 2024 | 01:00 PM | 1 | Yes | Accept Cancel |


You will see any Classes listed here where you have been added to the waiting list. You can also see any offered classes and you can accept the position on the class or click cancel to remove yourself from the waiting list.

Today's Timetable

| 📅 Today's Timetable | | | | | |
|---|------------------|----------|--------|--------|------------|
| | NAME | TIME | PLACES | W-LIST | |
|  | Spin | 01:00 PM | 0 / 20 | 0 / 5 | Book |
|  | Spin | 02:00 PM | 0 / 20 | 0 / 5 | Book |
|  | Swimming | 03:00 PM | 0 / 10 | 0 / 5 | Book |
|  | Dance Quick Book | 03:00 PM | 1 / 10 | 0 / 5 | Attending |
|  | Zumba | 05:00 PM | 0 / 20 | 0 / 5 | Book |
|  | Boxing | 06:00 PM | 0 / 20 | 0 / 5 | Book |
|  | Spin Quick Book | 07:00 PM | 1 / 20 | 0 / 5 | Quick Book |
|  | Dance | 08:00 PM | 0 / 10 | 0 / 5 | Book |



You will see today's classes listed here and you can click on **QUICK BOOK** to book onto a class from here.

Your Account

|  Your Account | |
|---|----------------------------|
| Member Number | 00378 |
| Credit Balance | £20.00 |
| Arrears Balance | Pay £18.00 |
| Loyalty Balance | 0 |


You will see here your membership number and your account balance. You can click **PAY** to pay off any account arrears online.

Message Board

|  Message Board | |
|--|--|
| Maintenance Scheduled |  13/02/2024 |

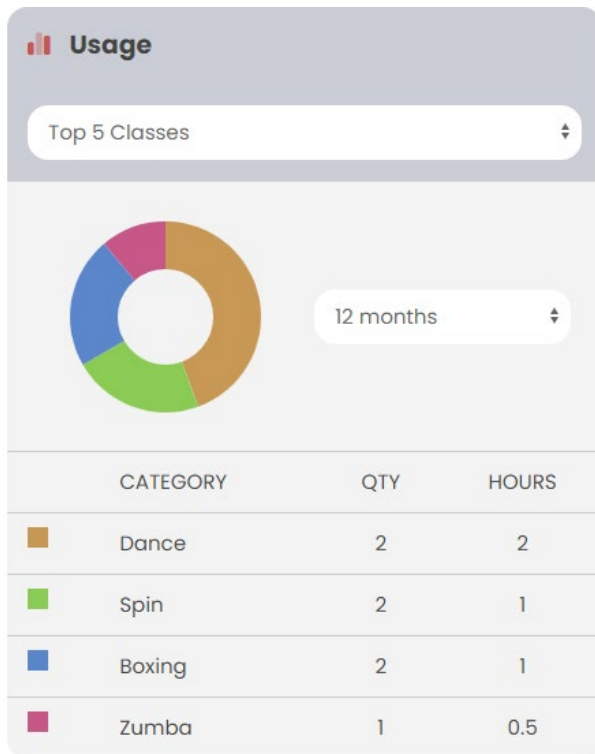
Messages will be displayed here. This could be facilities notices or information about class changes.

Session Bundles

|  Session Bundles | | | |
|--|-------|---------|------------------------|
| BUNDLE | ITEMS | EXPIRES | |
| 5 x Boxing Classes | 3 | N/A | Redeem |
| 5 x Back Massages | 3 | N/A | Redeem |

Here you can see any session bundles that you have purchased, how many sessions you have remaining and any expiry date if applicable. You can click on the redeem button to make a booking and redeem one of the sessions.

Usage

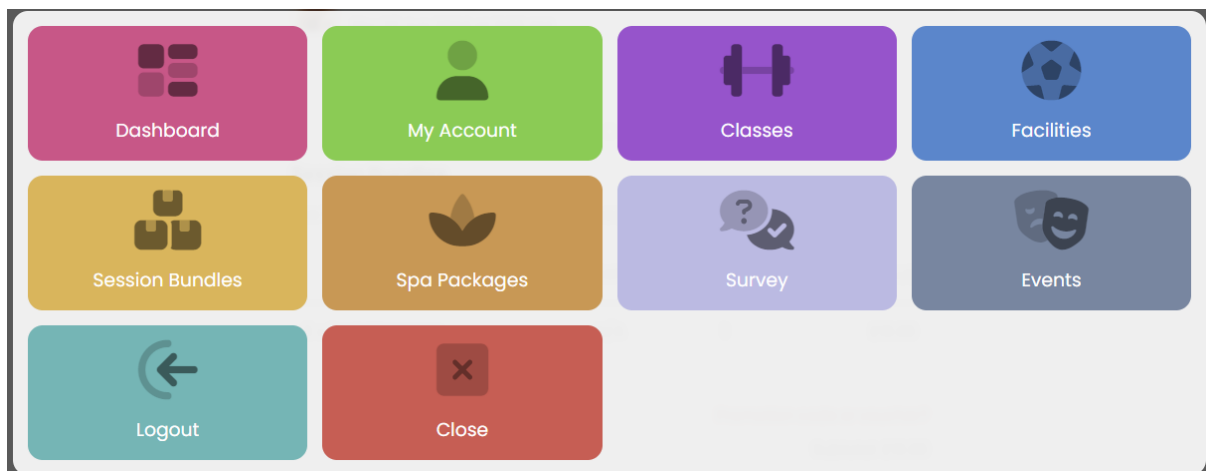


This area will show you a breakdown of your Centre usage either by your Top 5 Classes attended or by your booking history, dependent on the filter selected at the top of this panel.

Menu



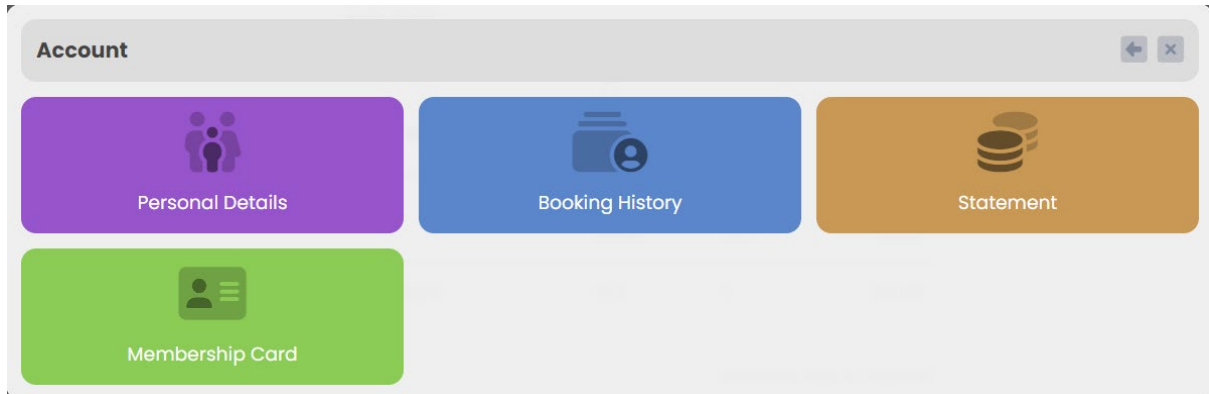
Click  to view the full Menu Options



Manage Account

This takes you back to the Dashboard overview.

My Account



This area allows you to view your account and make changes in some areas.

Personal Details

Personal Details

This page allows you to modify the personal details, profile and password of your account, as well as those of any linked children. Adult linked accounts are also shown, but are read only.

Head Account Child

Smith Freddie

Dan Smith

Medical Test

Smith Freddie

Membership Profile : Member
Membership Number : 00378

[Personal Details](#) [Password](#) [Profile](#)

First Name *

Last Name *

Date Of Birth *

Post Code *

[Find Address](#)

Here you can update your personal details and update your password.

Booking History

| Booking History | | | |
|------------------|------------|----------|----------|
| 20/05/2024 | 20/06/2024 | Update | |
| | DATE | START | END |
| Dance Quick Book | 20/06/2024 | 03:00 PM | 03:30 PM |

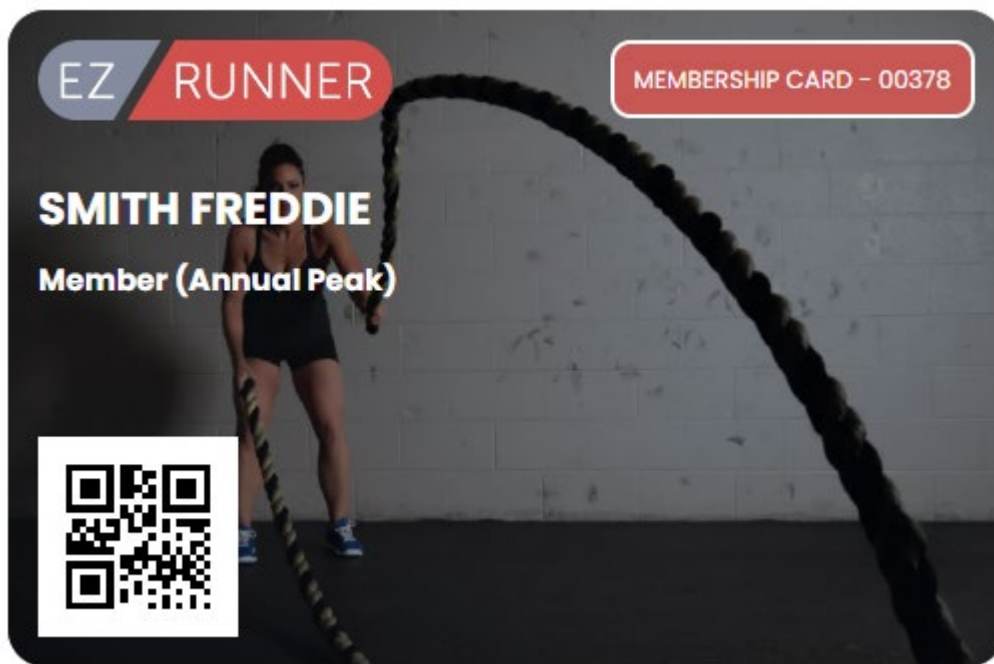
Here you will find details of all bookings made and not cancelled within the date range selected at the top of the screen.

Statement

| Statement | | | | |
|-----------------|------------|------------|---------------------------|----------|
| 01/02/2024 | 20/06/2024 | Update | | |
| TRANSACTION NO. | RECEIPTNO | DATE | DESCRIPTION | |
| 1220 | 1115 | 28/02/2024 | Top Up £20 | - £20.00 |
| 1220 | 1115 | 28/02/2024 | TNS | + £20.00 |
| 1215 | 1110 | 28/02/2024 | Boxing Class | - £5.00 |
| 1215 | 1110 | 28/02/2024 | 5 x Boxing Classes | - £5.00 |
| 1215 | 1110 | 28/02/2024 | Back Massage | - £50.00 |
| 1215 | 1110 | 28/02/2024 | 5 x Back Massages | - £20.00 |
| 1215 | 1110 | 28/02/2024 | TNS | + £40.00 |
| 1140 | 1035 | 20/02/2024 | Tennis Guest Court 3 Clay | - £2.00 |
| 1140 | 1035 | 20/02/2024 | Tennis Guest | - £1.00 |
| 1140 | 1035 | 20/02/2024 | TNS | + £3.00 |
| 1139 | 1034 | 20/02/2024 | Coffee | - £5.00 |

Here you can view financial transactions on your account between the selected date range at the top of the screen.


Membership Card




Here you can view a digital membership card. The QR code can be linked to a club's access control (subject to having the correct readers) and can be used for access.

Classes

Classes ← ×




Quick Book




Studio


Studio ← ×




All Classes




Boxing



Dance



Spin

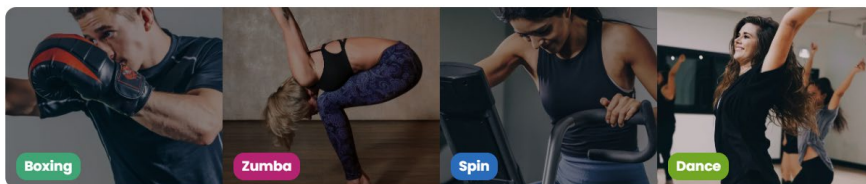


Zumba

Here you can view the classes timetable and book, either by clicking on all categories or by sub-category.

Studio


Welcome to our on-line bookings service. If you have any issues using this service then please contact the club who will be happy to help.



Thursday 20




Dance 🕒 08:00 PM




- 🕒 60 Minutes
- £ 0.00
- 👤 0 / 10
- 📅 0 / 5



Our dance exercise class offers a dynamic and engaging way to stay fit while having fun. Led by our skilled instructors, each session combines rhythmic dance routines with aerobic movements, creating a full-body workout that enhances cardiovascular fitness, coordination, and flexibility. Set to a mi...
[more](#)


[Add To Cart](#)

The result will default to today's classes. Click  to view the full timetable.


Click  to select a specific date to view.

Facilities


Facilities  




Spa Treatments




Meeting Rooms




Swimming




Football



Badminton



Tennis



Swim Class Override

Here you can view and make facility bookings.

Meeting Rooms

Welcome to our on-line bookings service. If you have any issues using this service then please contact the club who will be t




< 1 >

Displaying 1 - 2 of 2



Meeting Room 1


£ 0.00 (from)  60

Meeting Rooms come with all the essentials required to ensure all your event goes as smoothly as possible

Select



Meeting Room 2

£ 0.00 (from)  60

Meeting Rooms come with all the essentials required to ensure all your event goes as smoothly as possible

Select

Session Bundles

Session Bundles

These bundles can be purchased and redeemed against their respective sessions. Any bundle balances will be displayed on your dashboard with their respective expiry dates.

Please note that session bundles can not be redeemed against class reservations made for any linked persons.

| Class Packages | | |
|---|---------------------------|---------------------------------------|
|  | 5 x Boxing Classes | £10.00 <input type="text" value="0"/> |
| Treatment Packages | | |
|  | 5 x Back Massages | £30.00 <input type="text" value="0"/> |
| Tennis Packages | | |
|  | 5 x Tennis Booking (Dome) | £30.00 <input type="text" value="0"/> |

Add To Cart

Here you can view and purchase available session bundles. These are then added to your account and can be redeemed when booking onto the related sessions.