



spare time
sports clubs

MOBILE APP USER GUIDE



LOGIN SCREEN

1. Log In – Your login information to your online member account will be the same on the mobile app and the online member portal. (i.e. User name: JaneD@sparetimesportsclubs.com password: Password1)

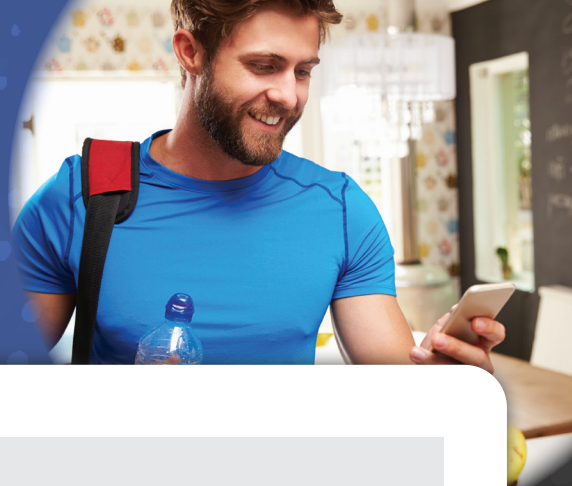
2. Register now: If you have not accessed your online member portal, **members with an email on file**, can follow the prompts with the Register Now link to access the mobile app.

If you do not have an email on file, please contact your club's Member Service Desk to update your account with your email address and obtain your login credentials.

3. Forgot Password: If you have registered through the member portal, yet forgot your password, click the prompt to obtain a link to reset your password.

The screenshot shows the login interface of the Spare Time Sports Clubs mobile app. At the top, a blue header contains the text "Welcome!" and "Login to Spare Time Sports Clubs". Below this is a white rounded rectangle containing the login fields. There are two input fields: "USERNAME" and "PASSWORD", each with a horizontal line for text entry. To the right of the password field is a link that says "Forgot password?". Below the input fields is a large blue button with the text "Login". Underneath the button is a link that says "Don't have an account? Register Now". At the bottom of the white rectangle, there is small text that says "Version 10.3.6.0" and a link that says "Terms and Privacy". At the very bottom of the app screen is a navigation bar with three icons: a house icon labeled "Home", a list icon labeled "Programs", and a running person icon labeled "Activities".

MOBILE APP USER GUIDE



HOME SCREEN

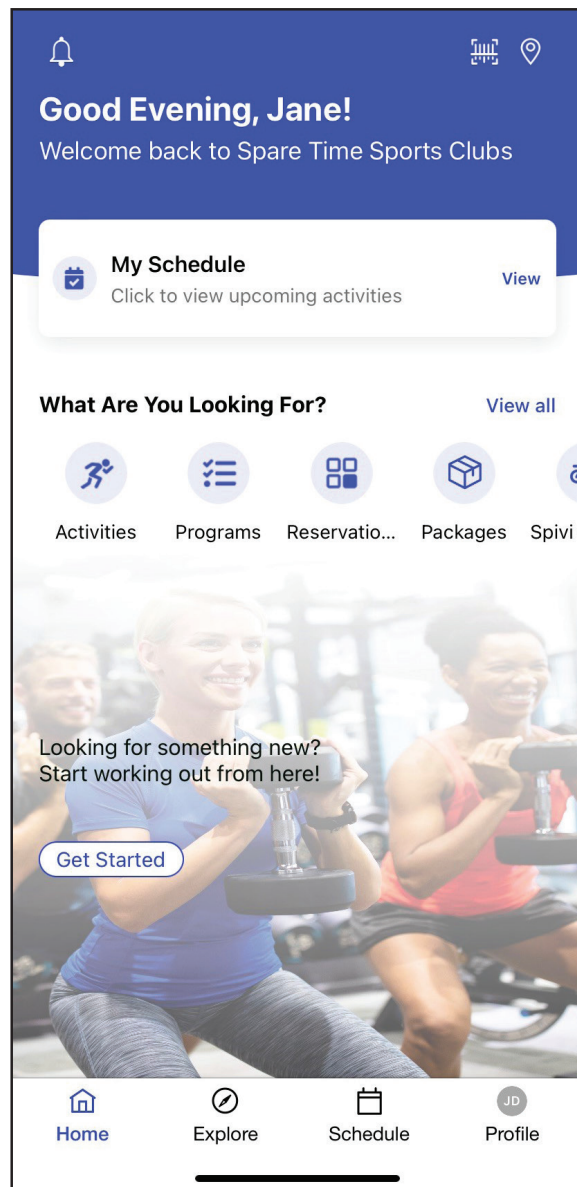
1. Notification Center: The bell in the top left corner of the home screen is the notification center where users can click and see all of the push notifications sent to them. There will be a red dot on the bell to indicate if you have an unread notification.

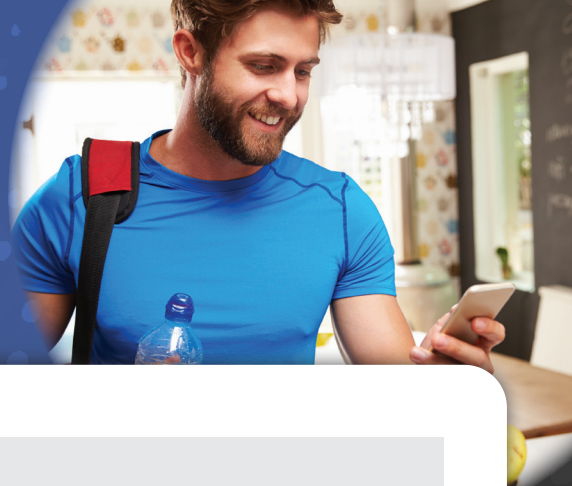
2. Club Check-in: Check in at the club using your mobile device. Click on the scan code symbol in the top right corner of the home screen, and scan your barcode with the scanner at the club's front desk.

3. Club Info/Locations: Click on the point symbol in the top right corner of the home screen to access club locations and general information. Click on a location to view the programs, activities, reservations, and personal training and/or Pilates packages available online. You may "favorite" a specific club by tapping the "heart" icon in the top right corner of the club being displayed; this will enable program and activity registration to default to your "favorite" club. **Note:** if you are a member of a single Spare Time club, you will be able to view, but not sign up for, programs and activities at the other clubs.

4. My Schedule: This window displays the upcoming programs and activities for which you have signed up. You can cancel your sign up, if necessary, by clicking View and Cancel.

5. What Are You Looking For?: This section provides quick links to the various functions of the app.

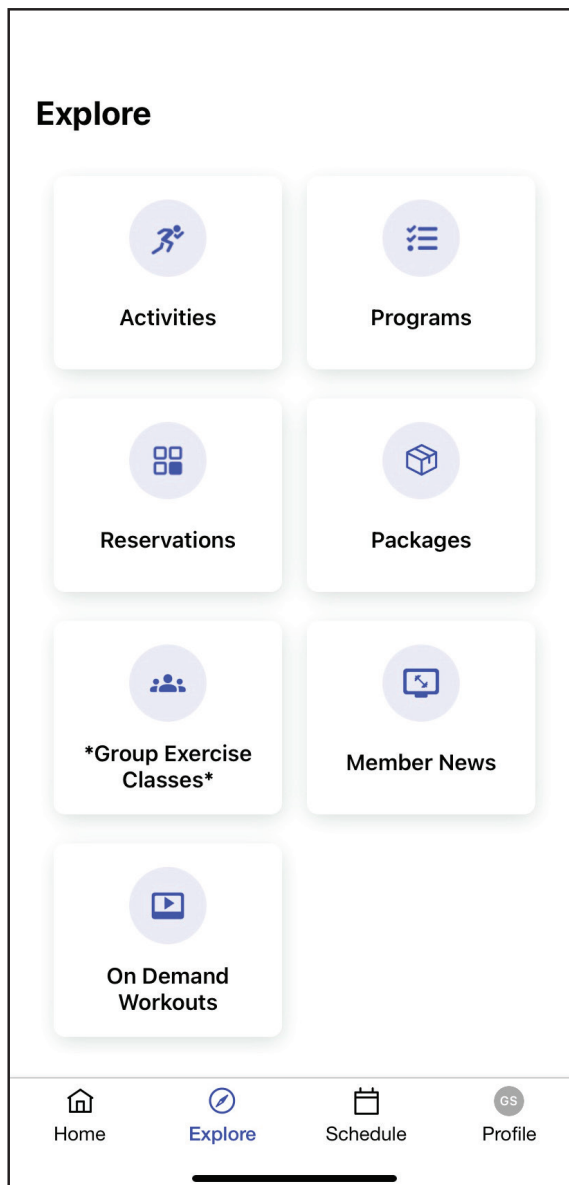




EXPLORE SCREEN

1. Activities: "Activities" are single activities or a series of activities that can be signed up for individually (e.g., if Pickleball 102 is offered every Monday at 5:00 PM, you may sign up for any individual Pickleball 102 clinic without committing to other clinics). Clicking the Activities button will display a weekly calendar. Click on an individual day to see the activities being offered. Click "Sign up" to register for an activity through the app. You can view the following week's schedule by swiping left over the dates being displayed.

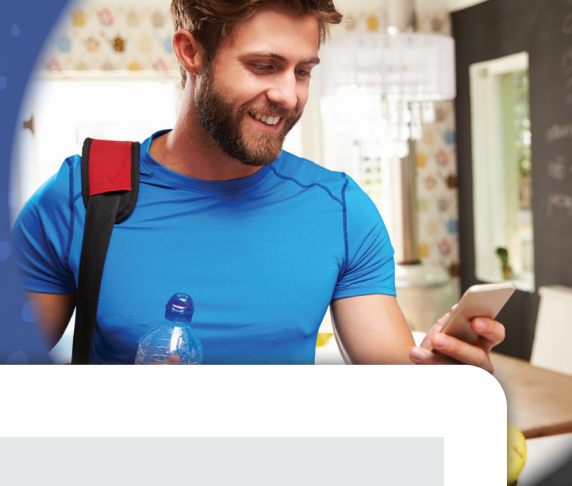
2. Programs: Programs are generally multiple session activities that are purchased at one time in advance (e.g., a week-long youth basketball camp where you register for the camp and pay the camp fee in advance). Some recurring activities that can be signed up for individually also are included in Programs. The app displays each club's specific program offerings. Choose your club location, then select a category from the drop down menu. (You may choose Instructor, Age and Programs to filter options, but it is not necessary). Tap "Show Programs" to see the programs in your selected category, and tap "Sign Up" to register for the program you want.





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EXPLORE SCREEN (continued)

3. Reservations: Make a reservation for a court for tennis, pickleball, racquetball or squash or for a swim lane. There is a 3-day reservation period (i.e., today and the next two days) and reservations are made in 30 minute increments up to 90 minutes for tennis and pickleball and up to 60 minutes for racquetball, squash and swim lanes. To make a reservation, tap the "Reservations" button, then:

- Choose the service (i.e. activity) you would like to reserve
- Click "Location" to choose the club
- Choose the date and duration of time you would like to reserve
- If you would like to adjust your search for a specific court(s) available during a period of time, click on Advanced Options, enter your search criteria and tap "Apply"
- Click "Save Filters" just below the "Search" box to default to the chosen filters for future reservations.
- Click "Search" to see the hours available for booking. Tap your chosen time slot and click "Reserve"
- Return to the home screen by clicking "Home". Your upcoming reservation will now display in the My Schedule window. If you need to cancel the reservation, click "View" then "Cancel"

Explore



Activities



Programs



Reservations



Packages



*Group Exercise
Classes*



Member News



On Demand
Workouts



Home



Explore

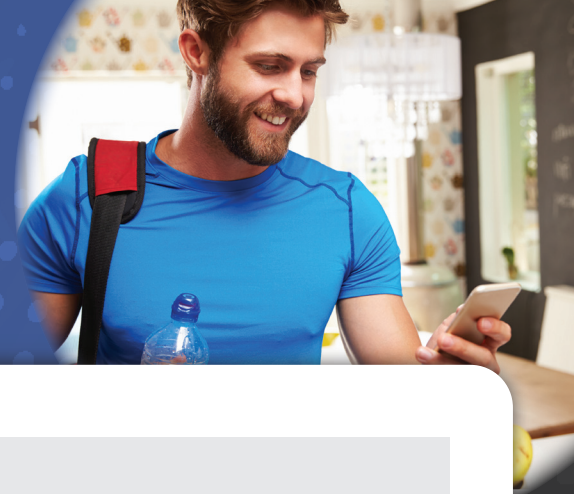


Schedule



Profile

Note: The reservation system available in the Member Portal offers a calendar view. Please reference the Member Portal user guide for a step-by-step description of how to utilize this feature. The calendar view is currently only available in the Member Portal.



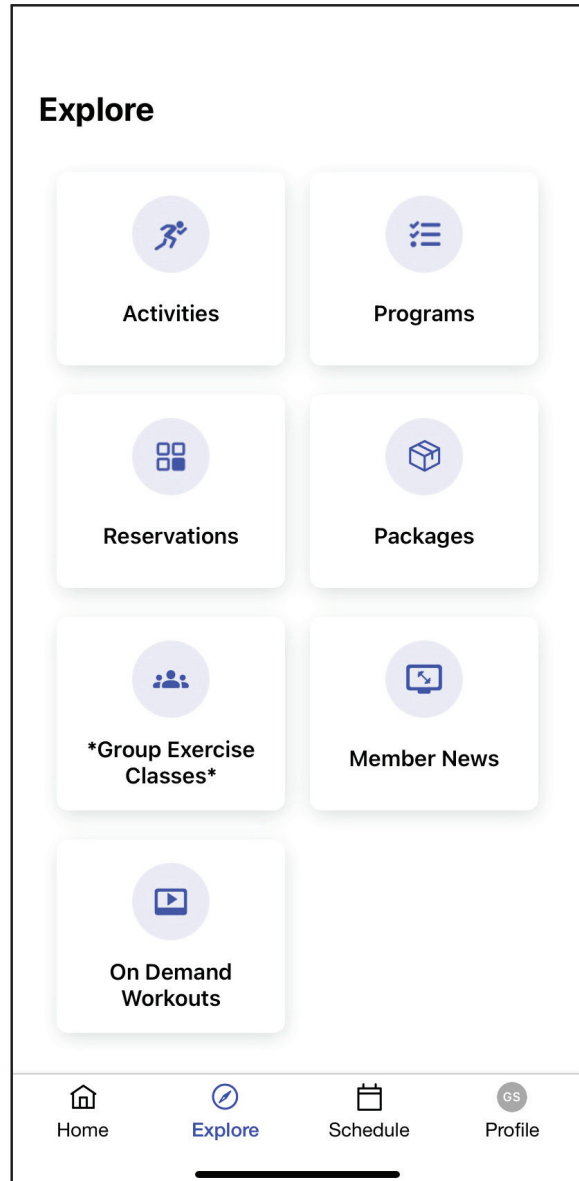
EXPLORE SCREEN (continued)

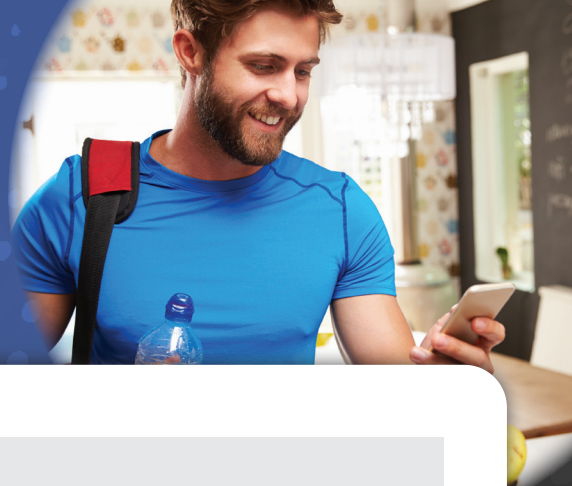
4. Packages: You can purchase personal training and/or Pilates packages online. The packages displayed will be packages available online at your home club. Click on a package listed to view more details about the particular offering. Tap "Buy" to purchase a package. To purchase a package at another Spare Time club to which you have access, click the Location symbol in the top right corner of the home screen, select the club location, then click "Packages" to access the available packages.

5. Group Exercise Classes: Access the group exercise class schedule here. Select the desired club and calendar from the drop down menu. The app displays classes by day and time for one week at a time. Scroll the weeks as needed to find your desired day.

6. Member News: Find the latest club news at your home club, as well as more program information and updates, here. Tap the 3 horizontal line icon in the top left corner to view Member News and other information for another Spare Time Sports Club location.

7. On Demand Workouts: Click here to access a variety of Spare Time group exercise, fitness and mind body workouts that you can do when you're away from the club.





SCHEDULE SCREEN




Tapping the Schedule tab in the bottom navigation bar will take you to the Activities function so you can sign up for an activity.

Schedule

Activities

Nov 2022

Today	Sat	Sun	Mon	Tue	Wed	Thu
11	12	13	14	15	16	17

 Location  Category 

Broadstone Sports Club

Pickleball | Junior Clinic

4:00 PM

w/ TBD

[Sign Up](#)





Broadstone Sports Club

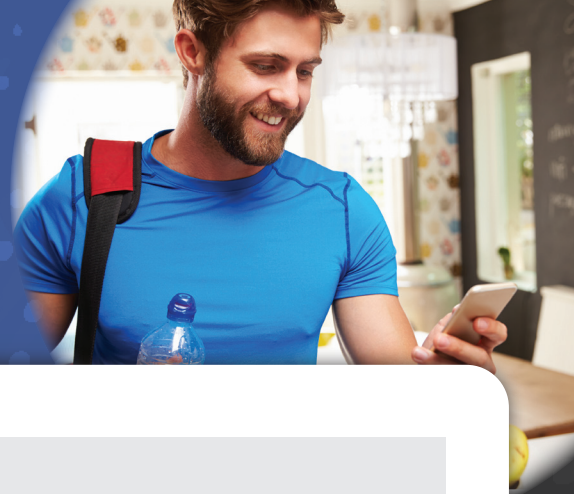
Pickleball | Adult Clinic

5:00 PM

w/ TBD

[Sign Up](#)

 Home  Explore  **Schedule**  Profile



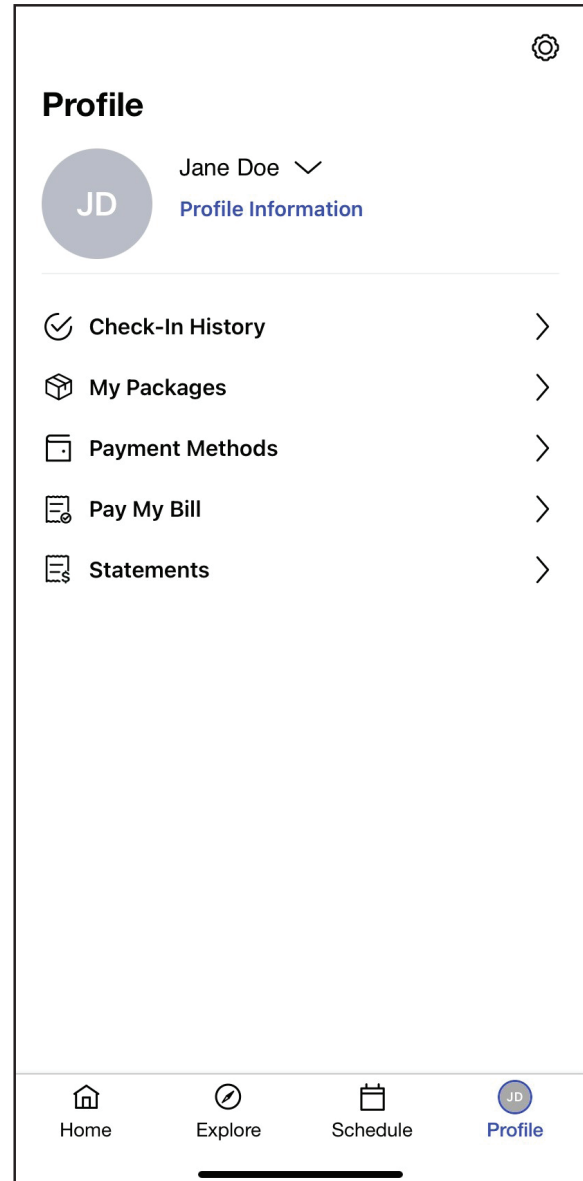
PROFILE SCREEN

Tap the Profile tab in the bottom navigation bar to perform the following functions.

1. Click on the gear icon in the top right corner to access and change your password or login, adjust notification settings, turn on/off the face id option, provide app feedback, view terms and privacy, and log-out.

2. If you are the primary user and have accounts linked to yours, you will see a down arrow next to your name. You can click that arrow to toggle between different profiles linked to yours.

3. Profile Information: You can review and edit the profile information for you and your linked family members on your membership to update your address, phone number and email address. Click on "Profile Information" under your name, click the Pencil symbol in the top right corner, enter your updated information, and click done to save the changes.





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PROFILE SCREEN (continued)

4. Check-in History: View your check-ins and email yourself a report of your check-in history for a specified period.

5. My Packages: View your current and used packages here.

6. Payment Methods: View and change payment methods (credit card or bank account) that you have on file.

7. Pay My Bill: View your current balance and make a payment on your account through the app.

8. Statements: View your monthly statements and email PDF versions of these statements to yourself or others.

