

## Uplands Residents Booking of the Pool/Squash Court or Tennis Court

Go to Uplands Wellness Living site [here](#)

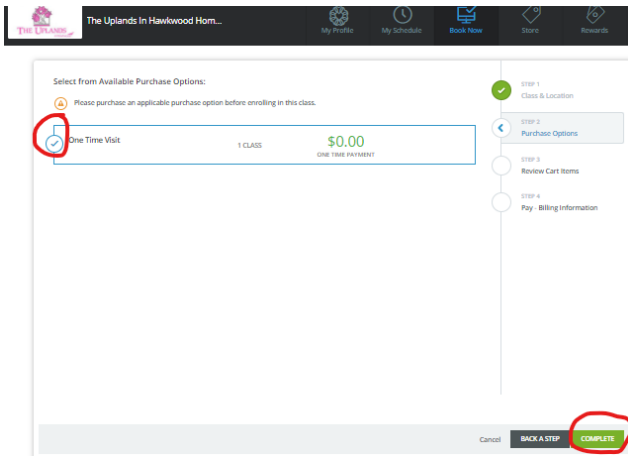
The calendar will come up (it takes a few moments; please be patient) You will see the schedule available for booking. Choose the place and time you would like to book by clicking on the green book now button. We will use a Pool/Squash Court booking for this example

The screenshot shows the Uplands Wellness Living website interface. At the top, there is a navigation bar with icons for My Profile, My Schedule, Book Now, Store, and Rewards. Below the navigation bar, there is a section titled "Classes:" with a dropdown menu showing "Tennis Court, Squash Court or Pool". Below this, there are two cards: "Upper Tennis Court" and "Squash Court / Pool", both marked as "Available this week" with a "Select" button. Below the cards, there is a calendar view for "Sunday, August 16, 2020" and "Monday, August 17, 2020". The calendar shows three classes for Monday, August 17, 2020, all at "Upper Tennis Court": 6:00AM, 8:00AM, and 10:00AM. Each class has a "Book Now!" button. The "Book Now!" button for the 6:00AM class is circled in red.

Confirm Date and Time, Click the green next button

The screenshot shows the Uplands Wellness Living website interface during the booking process. The top navigation bar is the same as in the previous screenshot. Below the navigation bar, there is a section titled "CLASS INFO" with a dropdown menu showing "Squash Court / Pool". Below this, there is a section titled "ASSETS" with a dropdown menu showing "Pool/Squash Court". Below the "ASSETS" section, there is a "Book Recurring" button. On the right side, there is a vertical progress bar with four steps: "STEP 1: Class & Location", "STEP 2: Purchase Options", "STEP 3: Review Cart Items", and "STEP 4: Pay - Billing Information". The "NEXT" button is circled in red.

Click one time visit check mark circle, then click the green Complete button



Login to your account, if you haven't set it up yet, put in your email and click forgot password to set up your password. We have input all residents emails into the system already

### With Email

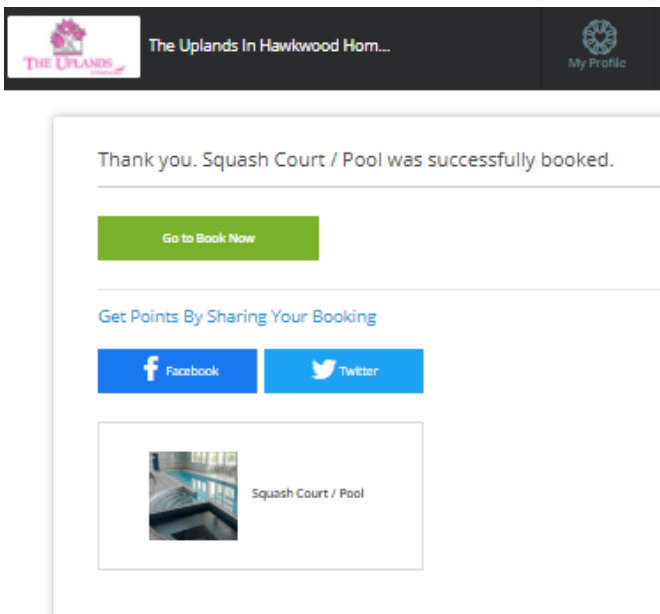
Email  
|

Password

Remember me [Forgot password?](#)

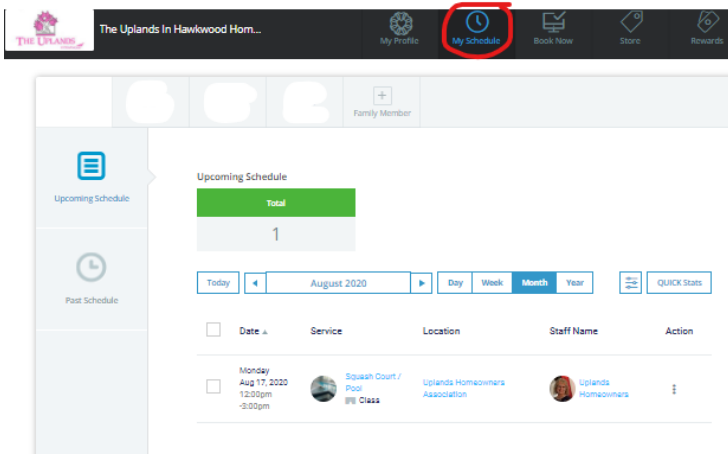
**SIGN IN**

You have successfully booked



If you cannot make your booking, please cancel so that it can be booked for someone else, to cancel your booking, Go to Uplands Wellness Living site [here](#)

Click My Schedule in the top black bar, you will see what you have booked.



Click the 3 dots under action



Click Cancel Session



Click OK

