TUTORIAL FOR REGISTERING FOR ARMOUR HEIGHTS FITNESS CLASSES ON TEAM SNAP

1) Click the "REGISTER HERE" button on Armour Height's website's REGISTRATION page (https://www.armourheightsadultfitness.ca/register) to get to the sign-up / login screen.

2) Click "Sign-up" if you do not have a Team Snap account. Otherwise use your email and Team Snap password and click "Login".

Armour Heights Adult Fitness

N W	elcome to TeamSnap's Club & League Registration	
Th co	is season we're using TeamSnap to manage our teams and registration. Please create an account to ntinue, or log in with your TeamSnap account.	
on't Have a Team	Snap Account? <mark>Sign Up</mark>	
	Log in With TeamSnap	
	Email	
	Email	
	Password	
	Password	
	Forgot Password?	

3) Fill in the requested information and select a password that's at least 8 characters long. Check the box to agree to TeamSnap's Terms of Service. Click "Create Your Account".

Armour Heights Adult Fitness

	/elcome to TeamSnap's Club & Leagu	e Registration	
T	is season we're using TeamSnap to manage our teams a	and registration. Please create an account to	
CC	ntinue, or log in with your leam5nap account.		
Have a TeamSnap	Account? Log in		
	Sign Up With TeamSnap		
	First name		
	First	E	
	Last name		
	Last		
	Birthday (yyyy-mm-dd)		
	1960-01-01		
	Email		
	firstt1.lastt1@gmail.com		
	Password		
		P	
	Password confirmation		
	*****	(@)	

4) Enter your information as Participant 1. If you're registering anyone else, click "Add Another Participant" and enter their information.

Under the "Show or Hide Info" section, select "Hide all contact information from teammates". Click "Save & Continue".

articipant 1 Info	close
First Name	* Email
First] firstt1.lastt1@gmail.com
Last Name	* Telephone
Last	416 765 4321
M5M 4M7 Birthdate January • 1 • 1960 •	
2oAdd And	ther Participant

	Surr	nmer 2022	
3	Docs & Waivers	Participant Fees	Checkout
Please re	nents & Waivers view and acknowledge the document	ts and waivers below.	
Last			
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AHAC liabilty waiv	ver		ciose
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6) Select the classes the participant(s) wants to register in. To cancel a selection, click "Remove Selection". You can register each participant for multiple classes at this step, as long as there are spots remaining. Once complete, click "Save & Continue".

If registering more than one participant:

You must SCROLL DOWN past the list of classes for the first participant to see and register the following participants. All participants are registered on THIS PAGE. Don't click "Save & Continue" until you've selected the classes for ALL PARTICIPANTS. Once complete, click "Save & Continue".

	Summer 2022		
Linfo	Participant Fees		
Participant Fees Please select the fee(s) that app	ply to each participant.		
rst Last's Participant Fees			
Monday 9:00AM Cardio Mix			
🔮 Cardio Mix \$30.00		25 Spots Remaining	
Remove Selection			
Monday 10:15AM Body Sculpting			
Body Sculpting \$30.00		25 Spots Remaining	
Remove Selection			
rst2 Last2's Participant Fees			
Monday 9:00AM Cardio Mix			
🕑 Cardio Mix \$30.00		25 Spots Remaining	
Remove Selection			
Monday 10:15AM Body Sculpting			
😮 Body Sculpting \$30.00		25 Spots Remaining	
Remove Selection			50
<u>r</u>	ð		

7) Check that you have the correct classes in your cart then fill out the credit or debit card info and click "Confirm Payment".

Summer 2022 Protocout Phase review your registration fees and select a payment method. Price Last Condu Max Pric		Addit Heights Addit I	itness
Solution Solution Solution		Summer 2022	
Checkout Passe review your registration fees and select a payment method. Print Data Print Last Cardio Min Print Data Print Data <th></th> <th>Participant Fees</th> <th>Checkey</th>		Participant Fees	Checkey
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	tep 2: Confirm P: Past Credit Cards Name On Card First Last Credit or Debit Card ✓ Clim 1111 2222 3333 Order Summary Registration Foes	ayment and Finish Checkout	01/27 111 \$60.00

8) Click "Finish Checkout". The charge will appear on your credit card or bank statement as TEAMSNAP.

Armour Heights Adult Fitness

Info	Participant Fees	Checkout
Checkout You have no fees to	pay! To complete registration, click the Finish Checke	out button.
ummer 2022 Fees		
Participant Fees		\$0.00
Form Fees		\$0.00
Total		\$0.00
inish Checkout		
		Finish Checkout

The screen below confirms that your registration is complete.

	Summer 2022
	Thanks for Registering!
	Visit Your Dashboard Log in to TeamSnap and visit your dashboard to see your status. Go to my TeamSnap Dashboard
2	What's Next?

You can click "Go to my TeamSnap Dashboard" to view your registered classes.

You may be asked to enter your email address and TeamSnap password to access the Dashboard.

Email	
firstt1.lastt1@gmail.com	
Password	
Keep me logged in (?)	Forgot Password?
Log In	

On TeamSnap Dashboard, scroll to "My Registrations" and find the session you're looking for. Click on "View Receipt" to display the list of classes you've registered for.

/ly Clubs &	Leagues	
*	TeamSnap for Clubs & Leagues If you manage five or more teams that are pa TeamSnap for Clubs & Leagues is the easiest more. Get more info now!	rt of the same club, league or athletic program, we can save you 15 hours a w way to manage communication, website management, registration, payment:
/ly Teams		+ Create New Team or Gr
Av Registra	tions	
Ay Registra Armoui Summer	tions • Heights Adult Fitness 2022	Payment Details
Armoui Summer Submitt	tions Heights Adult Fitness 2022 2022 2023 2022 2023 2022 2022 2022	Payment Details Type: No Fees Transaction Total: \$0.00 Total Paid: \$0.00
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Armoui Summer Submitt Participa First Las Team First2 La Team	tions r Heights Adult Fitness 2022 red: 06/ 5/2022 nts t Unassigned unassigned	Payment Details Type: No Fees Transaction Total: \$0.00 Total Paid: \$0.00 Paid Paid Remaining Balance \$0.0

Disregard the "Create New Team or Group" button. It is not applicable for Armour Heights. Disregard the "My Teams" drop-down menu (not shown on above screenshot).

You may fill out your information under "Account" / "Profile" (not shown on screenshot) but it is not required.

If you wish to add more classes to your registration, go back to the Armour Heights Adult Fitness website's Registration page and repeat the process.

(You may need to login, if you had logged out of Team Snap).

Click "+ New Signup".

The Participant(s) info you entered before will be saved.

	Summer 2022
Manage S It doesn't loof	Signups K like you have any signups in progress for this registration form. Would you like to start one?
Completed Re Looks like you've com dashboard.	gistrations Found! pleted this registration. To manage completed registrations please visit your TeamSnap
🕏 visit your dashb	poard
	+ New Signup

Armour Heights Adult Fitness