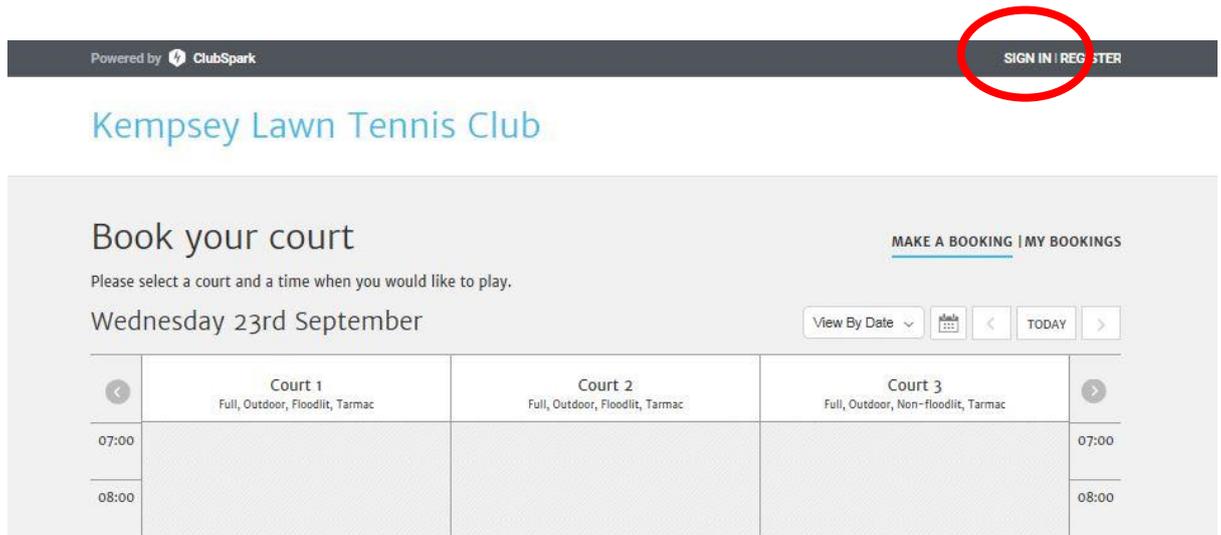


Kempsey Lawn Tennis Club Online Booking System

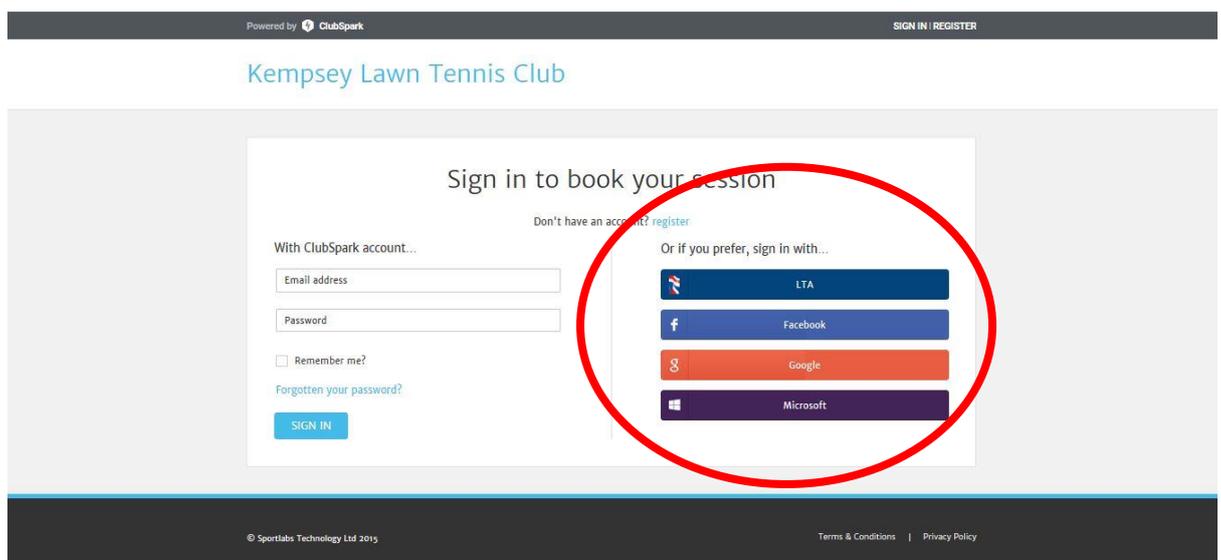
We are really excited that we can now offer an online court booking system.

It's really simple to use- just follow the steps below.

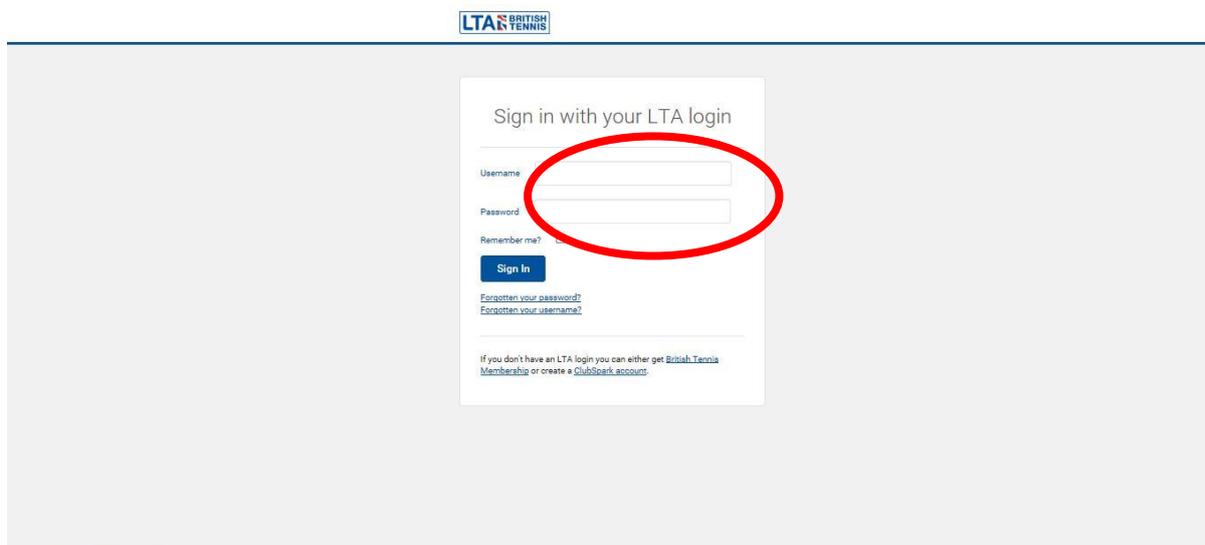
1. Go to <http://www.kempseytennis.co.uk/>
2. Select Booking
3. The court booking sheet will then display. To be able to book, you must sign in by clicking on sign in at the top right hand corner of the page.



4. Select whether to sign in either using your ClubSpark, LTA, Facebook, Google or Microsoft account. If you don't have an account just click register.



5. Sign in with your user name and password



6. You will then see the court booking sheet for the Club and be able to book sessions. Sessions that are not available will be coloured in. Those sessions that are available will be white.

The booking page will automatically display availability for the day. To select a date in the future either click on the calendar button or scroll through using the left and right arrows (above Court 3).

To book a session just click on the time for the court that you want.

	Court 1 Full, Outdoor, Floodlit, Tarmac	Court 2 Full, Outdoor, Floodlit, Tarmac	Court 3 Full, Outdoor, Non-floodlit, Tarmac	
07:00				07:00
08:00				08:00
09:00	BOOK			09:00
10:00				10:00
11:00				11:00
12:00				12:00
13:00				13:00
14:00				14:00
15:00				15:00
16:00				16:00
17:00	JUNIOR CLUB NIGHT	JUNIOR CLUB NIGHT	JUNIOR CLUB NIGHT	17:00
18:00				18:00
19:00				19:00
20:00				20:00
21:00				21:00

7. Enter your details. Click advanced options if you want to enter a description, choose to start your session on the half hour or at quarter to the hour for example or if you wish to make a repeat booking.

Click book now once you are happy with your details.

The screenshot shows a booking interface for Thursday 24th September. A modal window titled 'Make a booking' is open, displaying the following details: Court 1: Thu 24th Sep from 09:00 until 10:00. The duration is set to 'For 60 minutes'. The category is 'Booking'. The contact field is empty, with a 'Me' link and an '+ Add new contact' option. There is an 'Advanced options' link and a 'BOOK NOW' button. The background shows a grid of courts (Court 1, Court 2, Court 3) with time slots from 07:00 to 20:00. A 'JUNIOR CLUB NIGHT' is scheduled from 17:00 to 18:00 on all courts. A 'View As Administrator' dropdown is visible in the top right.

8. Confirmation of your booking will then appear.

The screenshot shows a booking confirmation page titled 'Booking'. The category is 'Booking'. The booking details are as follows: Date: 24 September 2015; Time: 09:00 until 10:00; Court: Court 1; Contact: None; Repeat: None; Selected booking colour: A yellow square. There are two buttons: 'Book another court' and 'View my bookings'. The footer includes 'KEMPSEY LAWN TENNIS CLUB' and the 'LTA BRITISH TENNIS' logo.

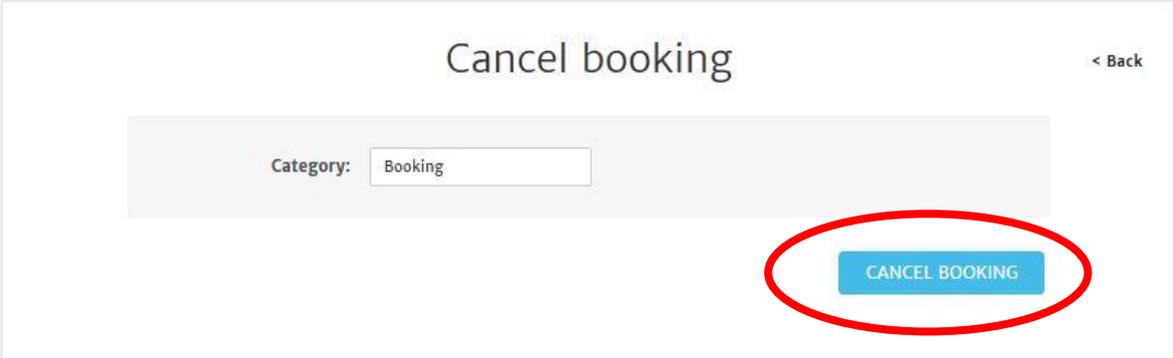
9. Your session will now show on the booking sheet and be shown in colour so that others can see that the court is not available.

The screenshot shows the 'Book your court' interface for Thursday 24th September. It features a grid with three courts: Court 1 (Full, Outdoor, Floodlit, Tarmac), Court 2 (Full, Outdoor, Floodlit, Tarmac), and Court 3 (Full, Outdoor, Non-floodlit, Tarmac). The time slots range from 07:00 to 13:00. A booking is shown in the 09:00 slot for Court 1, highlighted in yellow and circled in red. The interface includes navigation options like 'View By Date', 'TODAY', and 'View As Administrator'.

10. If for any reason you need to cancel or edit your booking simply click on the booking and click edit booking (go to step 11 on this guide) or cancel booking (go to step 10 on this guide).

The screenshot shows a 'Booking' modal dialog box overlaid on the booking sheet. The dialog displays the following information: Category: Booking; Date: 2015-09-24; Time: 09:00 - 10:00; Court: Court 1. At the bottom of the dialog, there are two buttons: 'Edit booking' (circled in red) and 'CANCEL BOOKING' (circled in red).

11. Click cancel booking (if you wish to cancel)



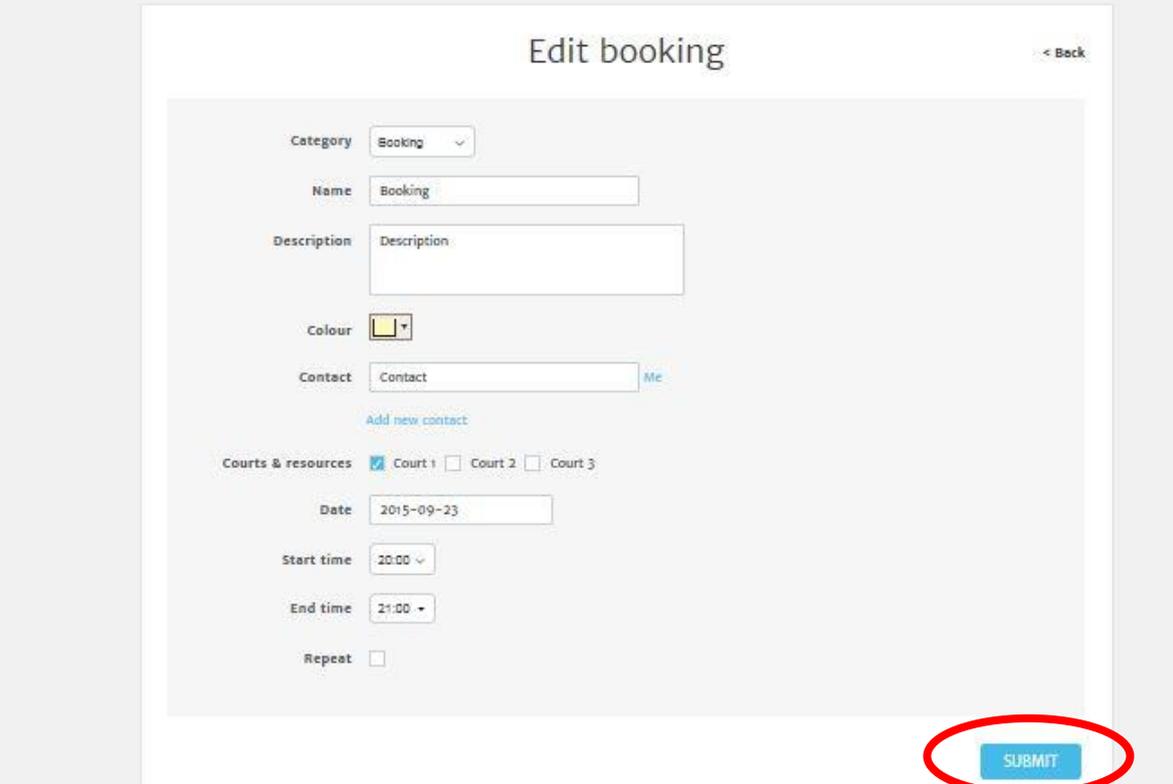
Cancel booking < Back

Category:

[CANCEL BOOKING](#)

12. If you wish to edit then do so as appropriate and hit submit.

Kempsey Lawn Tennis Club



Edit booking < Back

Category

Name

Description

Colour

Contact [Me](#)

[Add new contact](#)

Courts & resources Court 1 Court 2 Court 3

Date

Start time

End time

Repeat

[SUBMIT](#)

13. Confirmation of your booking will then appear again.

Booking

Category: Booking

 24 September 2015	 09:00 until 10:00
 Court 1	 None
 None	 Selected booking colour

[Book another court](#) [View my bookings](#)

KEMPSEY LAWN TENNIS CLUB 