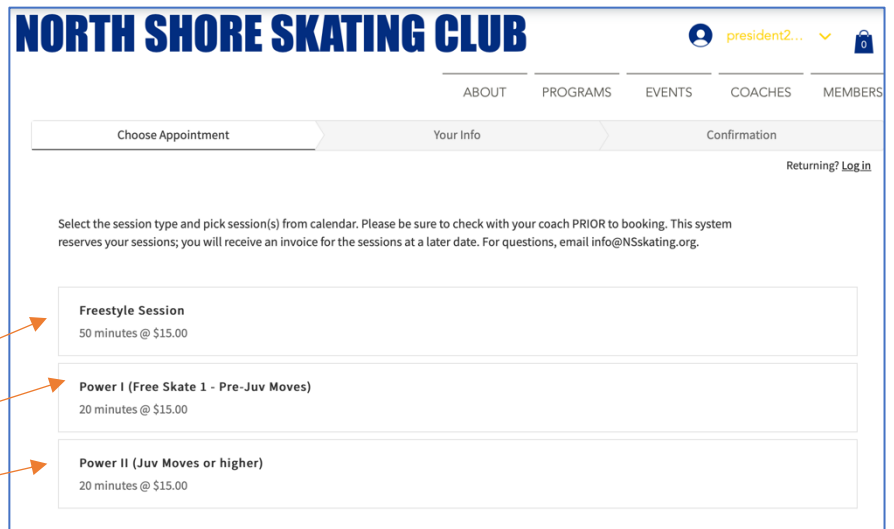


Summer Ice Booking Guide

HELPFUL HINTS

- Coordinate with your coach prior to booking.
- You must enter the Skater's name.
- Each skater must be booked individually under a separate email.



1. Click on type of session

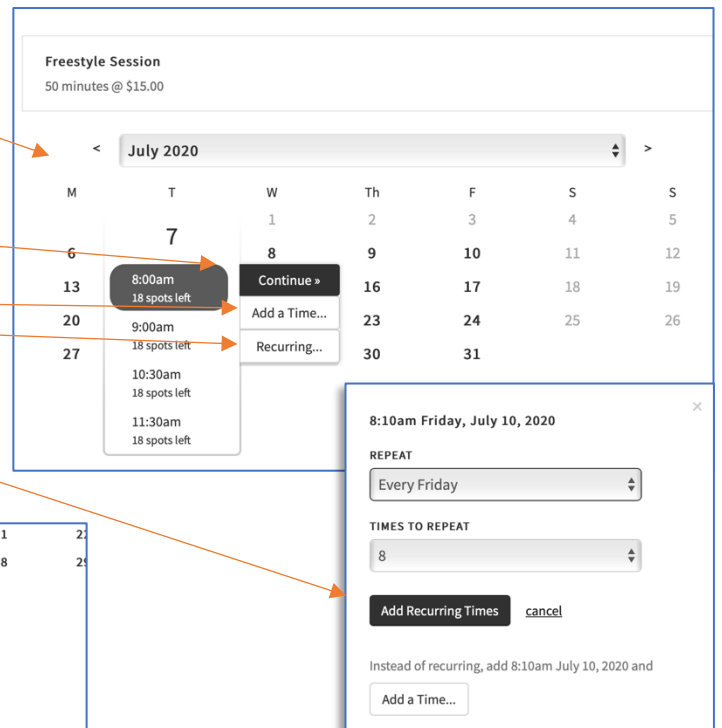
- **Freestyle**
- **Power I**
- **Power II**

2. Click on a calendar date to reveal a dropdown selection of times available.

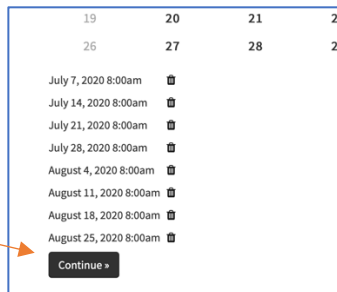
3. Click on the desired time and select one of the following:

- **Continue** – to END making selections and enter your info.
- **Add a Time** – to ADD this session and return to the calendar to select more
- **Recurring** – to pick the same session for more than one week.

On the pop-up, click **Add Recurring Times**. All dates for this session will be added.



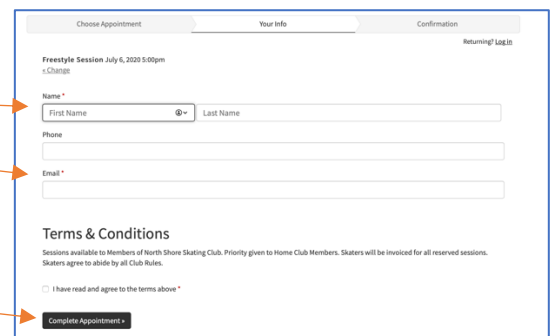
The sessions you have selected will populate under the calendar. You can delete any you don't want by hitting the trashcan icon.



4. When you are done making selections, click **Continue** to complete the booking.

5. Enter the SKATER's Name and Email.

For families with multiple skaters, each must be booked separately using different emails. *This is the only way for you to be able to properly manage your sessions and for us to have the correct names on check-in on sheets.*



6. Click **Complete Appointment** to finish your booking.

7. A confirmation will appear on screen. (You will also receive confirmation via email.)

There is an option to Register for Account. *Creating an account will help you manage your sessions and make any changes.*

If you have trouble, please email info@NSskating.org.

