




OnDeck: Reserve Open Swim Time

Instructions for iPhone, iPad and Android

Select a Time Block

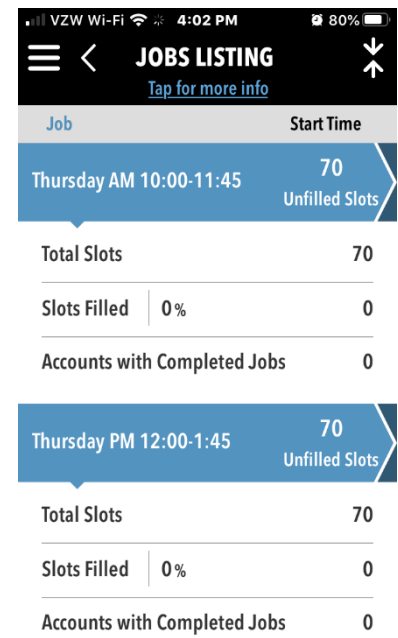
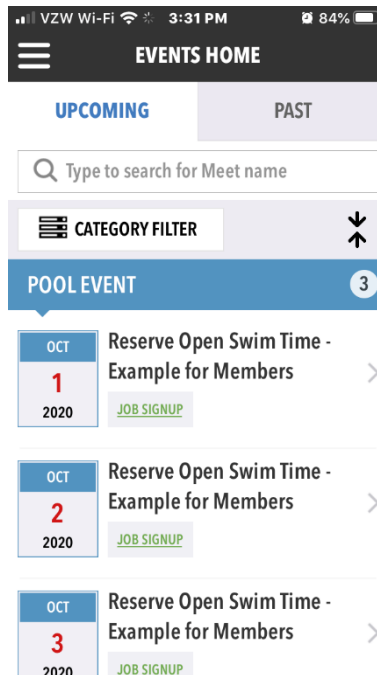
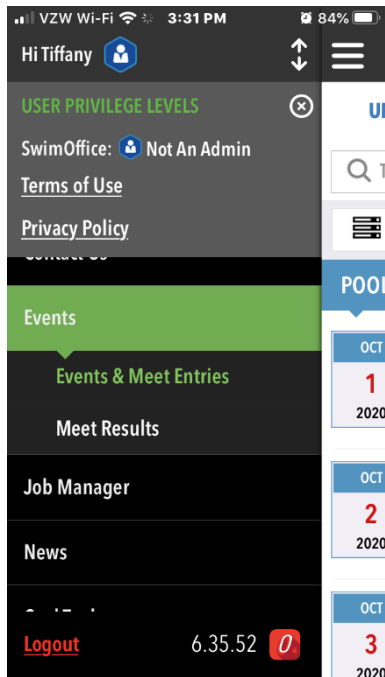
A signup is required for EACH FAMILY MEMBER who will be at the pool!

Log into your account and tap to the menu  button in the upper left.

Select the Events tab, then select **Events & Meet Entries**.

The list of available dates is displayed. Tap **JOB SIGNUP** next to the date you wish to select.

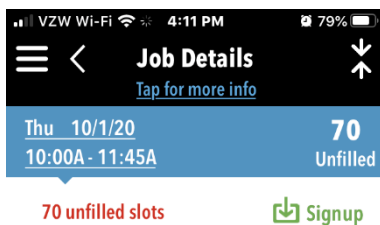
The time blocks are displayed along with the number of Unfilled Slots (i.e available slots).



Select the desired time slot and tap **Signup**.

- Under **CONFIRM SIGNUP**, indicate if you are signing up yourself (Me) or a family member (Other).
- Enter the family member's name and phone number, if desired, and tap **SAVE**.

- Add family members by tapping **Signup** and repeating the process.
- A check mark next to a time slot indicates you signed up for a slot(s) during that time.



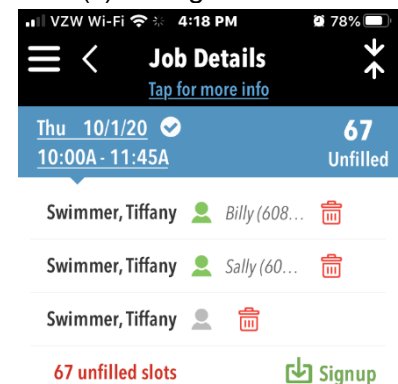
CONFIRM SIGNUP

Will you or someone else be performing this job?

OTHER CONTACT

Name

Contact Info



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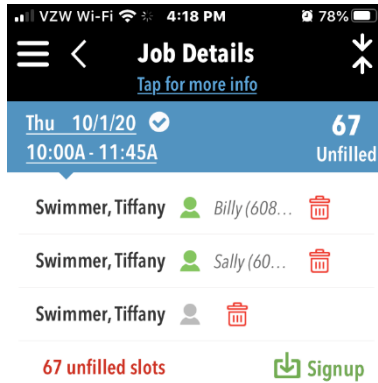
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Delete a Signup

A check mark next to a time slot indicates you signed up for a slot(s) during that time.

To delete a sign up, tap the trash can.



View a Summary of your Signups

Tap the menu button on the upper left and select the Job Manager tab.



Tap **Q People** under the menu button, then your name to display the time blocks you signed up for.

This shows the day, time and family members signed up for each time block.

