## Roehampton Club croquet lawn booking system

- 1. How to access Login via the Club website <u>www.roehamptonclub.co.uk</u> using your login details in the navigation select Sports > Croquet > then select the Lawn Bookings tile.
- Login Section Members have already been provided with a username and password by separate email. (It may also be possible to navigate to it by visiting 'croquetbooking.com' and selecting Roehampton Club on the drop down.) Save your details so you don't have to keep entering your details!
   N.B. Members without login details can contact louis.laville@roehamptonclub.co.uk
- Book Lawn Select date you wish to play. Place your mouse pointer in the rectangle where you want your booking to start.

Roeh Croquet	ampton Club Booking System	19/11/2020 Go	to Search		Hel	p Users	Louis Laville Log off
			-ġ- 0724 <b>Thu</b>	ırsday 19 Nove	mber 2020 1608 🔅		
< November ~ >	< Today >						Day Week Month
2020 Mon Tue Wed Thu Fri Sat Sur	Time	Lawn 1p	Lawn 2	p	Lawn 3p		Lawn 4p
26 27 28 29 30 31 <b>1</b>	10:00 🛆		Maintenance				
2 3 4 5 6 7 8	11:00						
9 10 11 12 13 14 15	12:00 🖄						
16 (17) 18 (19) 20 21 22	13:00						
23 24 25 26 27 28 29	14:00						
30 1 2 3 4 5 6	15:00 <del>🔅</del>						
< December > >	16:00 17:00						
Mon Tue Wed Thu Fri Sat Sur	n 18:00 😋						
30 1 2 3 4 5 6	19:00						
7 8 9 10 11 12 13	20:00 😋						•
14 15 16 17 18 19 20							
21 22 23 24 25 26 27	Maintenance	Association Croquet	Golf Croquet	Other			
	Select time						

Roel	hampton Club 19/11/2020 Go to Search Booking System	
Add Entry		
	COVID-19: singles and doubles play only, as long as you stay 2m apart; no double-banking.	
	Please enter the full names of all players.	
Brief description:	Louis v Tristan Doubles	Enter names of ALL players
Full description:	Mike & Anne	
		Enter format – Friendly / Match
Start:	19/11/2020	
End:	19/11/2020 18:00 (2 hours) ~	Select start and end time of booking
Lawns:	Lawn 1p 🔺 Lawn 2p	
	Lawn 3p Lawn 4p	Select lawn
Type:	Golf Croquet	
Confirmation status:	○ Tentative ● Confirmed	Select Golf Croquet or Association Croquet
Do not send email:		

Confirmation status: O Tentative   Confirmed	
Do not send email:	Click SAVE
Back Save 🗸 🗸	Ensure two green ticks

The Member who made the booking (only) will receive a confirmation email.

**Edit or cancel your booking** - Find it on the main booking screen, click on it, and a simple screen will appear including buttons labelled 'Delete Entry' and 'Edit Entry'.

Row Croque	19/11/2020	Go to		
Louis v Tristan Doub	Louis v Tristan Doubles			
Event details				
Start time: Duration: End time: Lawn: Last updated: Created by: Modified by: Type: Description: Confirmation status: Repeat type:	2020-11-19 16:00:00 2 hours 2020-11-19 18:00:00 Roehampton - Lawn 1p 2020-11-17 10:13:54 Louis Laville Golf Croquet Mike & Anne Confirmed None			
Edit Entry Delete Entry				

## **Club Morning Bookings etc**

Members can pre-register for various Section events. Details of sign up dates will be communicated when these can resume. A capacity will be set in advance based upon the number of lawns available. Members can register as per indicated in the below screenshot. If you are unable to attend then please remove yourself so that another Member can join.

Roeha Croquet E	ampton Clu Booking Sys	b <u>25/11/2020</u> Go t stem	o Search	Help	Users Louis Laville	Log off
			⊯ 0734 Wednesday 25 No	ovember 2020 1602 🔅		
< November > > 2020	< TC	oday >			Day Weel	k Month
Mon Tue Wed Thu Fri Sat Sun	Time	Lawn 1p	Lawn 2p	Lawn 3p	Lawn 4p	-
26 27 28 29 30 31 <b>1</b>	10:00	U DOUGHNUTS CLUB MORNING 8+	Maintenance	U DOUGHNUTS CLUB MORNING 8+	ひ DOUGHNUTS CLUB MORNING 8-	•
2 3 4 5 6 7 8	11:00					
	To	To register for Section event, select partially shaded box				

Roehampton Club Croquet Booking System	
DOUGHNUTS CLUB MORNING 8+	
Event registration	
Registration opens:         2020-11-11 10:00:00           Registration closes:         2020-11-25 10:00:00           Event capacity:         12           Currently registered:         0	
Register	Click to register
Event details	
Start time:         2020-11-25 10:00:00           Duration:         2 hours           End time:         2020-11-25 12:00:00           Lawn:         Rehampton - Lawn 1p           Last updated:         2020-11-16 18:33:53           Created by:         Tristan McIllroy           Modified by:         Sold FORquet           Description:         XCBSFBFDBFBFBF           Confirmation status:         Confirmed           Repeat type:         Weekly           Repeat every:         1 week           Repeat end date:         Wednesday 09 December 2020	
Roehampton Croquet Booking	Club System
Event registration	
Registration opens:2020-11-11Registration closes:2020-11-25Event capacity:12Currently registered:1	0:00:00 0:00:00 Indicates the number of players who can play. Number signed up.
	You have registered.
You have registered for this event	
Cancel registration	You can cancel if you no longer wish to attend.

If you experience any issues, please contact Louis Laville louis.laville@roehamptonclub.co.uk