



Rink Booking System

www.bowlsgroup.co.uk

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Rink Booking Options

The Rink Booking system is optional and can be turned on or off from within the administration area's Club Configuration page. It is OFF by default.

There are three options to choose from and they all work independently from one another.

Option 1

The complete Rink Booking system. It provides the functionality for your members to book rinks from a password-protected website page. It also comes complete with Touch Screen functionality to handle your in-house bookings.

Option 2

This is the Touch Screen only option, without the website booking functionality. No further need for those booking sheets!

Option 3

No booking system at all but with this third and final option, your season's Rink Booking Sheets can be created and printed.

Getting started

Turn on the Rink Booking option from within the administration area's Club Configuration page. The Rink Bookings link will then be available in the Administration Area's menu. Proceed to the Rink Bookings page, select the required option and complete the form.

Depending on the option you have selected, your Rink Booking season may provide Rink Booking functionality on the website.

Website Bookings

The Rink Bookings website page is password-protected. It will display a form, similar to the example below, that displays current booking information and available bookings spaces for the selected day. A member signs in and selects the appropriate day, session and rink he or she would like to book. After providing name and email address, the booking request is made.

	R1	R2	R3	R4	R5	R6
08:00	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09:30	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11:00	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15:30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dealing with website booking requests

In real-time, the administration area Rink Bookings page displays the bookings made from the website and highlights in yellow. The club official confirms or declines the booking by clicking the 'Action' link and sending email.

Rink Bookings						
Monday 18 March						
Session	Rink 1	Rink 2	Rink 3	Rink 4	Rink 5	Rink 6
08:00	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10:00	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Nick Fairall Action	<input type="checkbox"/>
14:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save Bookings

If the requested booking is for a day other than the present day, you will not see the booking on the Administration Booking page, because by default it displays the current day's bookings. To alert you to a booking that has been requested for a future date, an icon will appear and flash to catch your attention. Clicking the icon will display booking details so that you may action the booking.



Making a booking on behalf of member

Click the 'head and shoulders' icon alongside the relevant checkbox and a dialog window will open, containing a form. Simply enter the name of the member requesting the booking and submit.

Session	Rink 1	Rink 2	Rink 3	Rink 4	Rink 5	Rink 6
08:00	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10:00	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input checked="" type="checkbox"/> Club Use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Nick Fairall Action	<input type="checkbox"/>
14:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save Bookings

Making a booking on behalf of club

Unlike individual bookings made on behalf of club members, multiple bookings can be made to reserve rinks for club use. Simply select one or more checkboxes and click the 'Save Bookings' button.

Removing bookings

Deselect one or more checkboxes (club use or members bookings) and click the 'Save Bookings' button to remove.

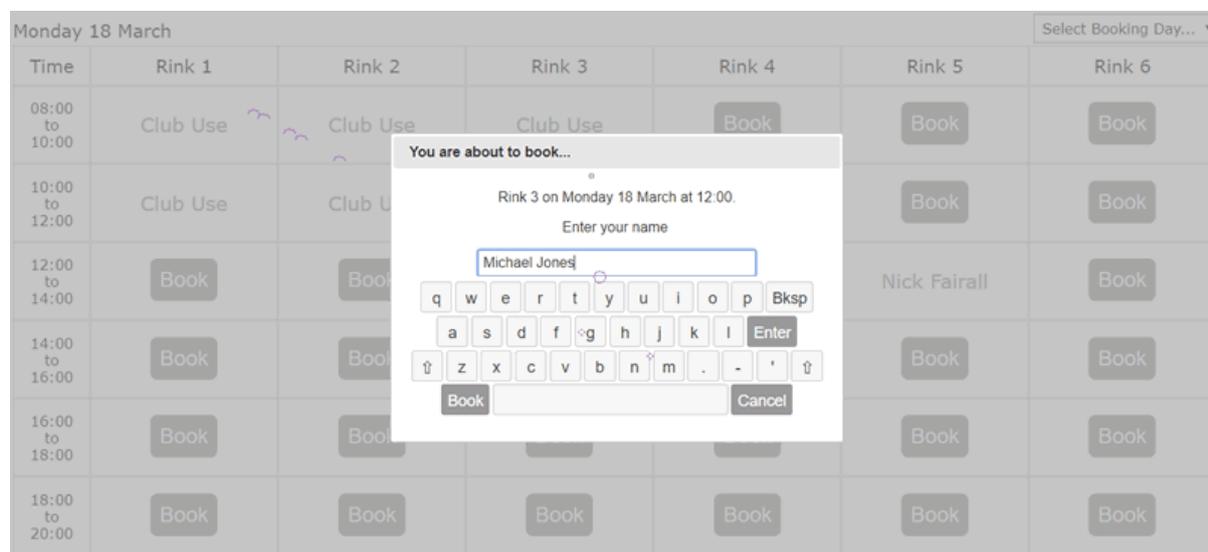
The Touch Screen

When selected, the password for the Touch Screen sign-in page is set by the Master Account Holder. The required form is available from within the 'Welcome' page when he or she signs in to the administration area.

Time	Rink 1	Rink 2	Rink 3	Rink 4	Rink 5	Rink 6
08:00 to 10:00	Club Use	Club Use	Club Use	Book	Book	Book
10:00 to 12:00	Club Use	Club Use	Club Use	Book	Book	Book
12:00 to 14:00	Book	Book	Book	Book	Nick Fairall	Book
14:00 to 16:00	Book	Book	Book	Book	Book	Book
16:00 to 18:00	Book	Book	Book	Book	Book	Book
18:00 to 20:00	Book	Book	Book	Book	Book	Book

Unlike bookings requested from the website, Touch Screen bookings require no confirmation from Administration in order to make a booking. It simply acts as a replacement to the booking sheets. The Administration page and, if selected, the website bookings page, are of course updated in real time with any bookings made using the Touch Screen.

Clicking a 'Book' button on Touch Screen opens up a virtual keyboard, used by the club member to enter their name and submit their booking.



Booking Sheets

Booking sheets are included in the first two options but if you do not wish to use either of the Rink Booking options, you still need to set up a Rink Booking season in order to use our Booking Sheet option.

See '[Getting started](#)'.

Saturday, 21 March 2019

Time	Rink 1	Rink 2	Rink 3	Rink 4	Rink 5	Rink 6
08:00 to 09:55	Club Use					
10:00 to 11:55	Club Use					
12:00 to 13:55						
14:00 to 15:55	Club Use	Club Use	Club Use	Club Use		
16:00 to 17:55						
18:00 to 19:55		Club Use	Club Use			