



Online Booking

User Guide

Set Your Password

If you received a welcome email then

1. Visit ebookingonline.net/box/484
2. On a mobile device, click on the “Full Booking System” link. If you’re on a PC then skip this step.
3. Click on the “sign in” button.



4. Click on the “Forgot User ID or Password” link.

If you didn’t receive a welcome email contact a member of the committee and ask to have a password set for you. You can then change this password after you first log in.

Login

1. Visit ebookingonline.net/box/484
2. If you’re on a PC then click on the “sign in” button (see the image above).
3. Input your user id and password. If you’re on your own device you may want to check the “remember me” box.

Mobile Shortcut

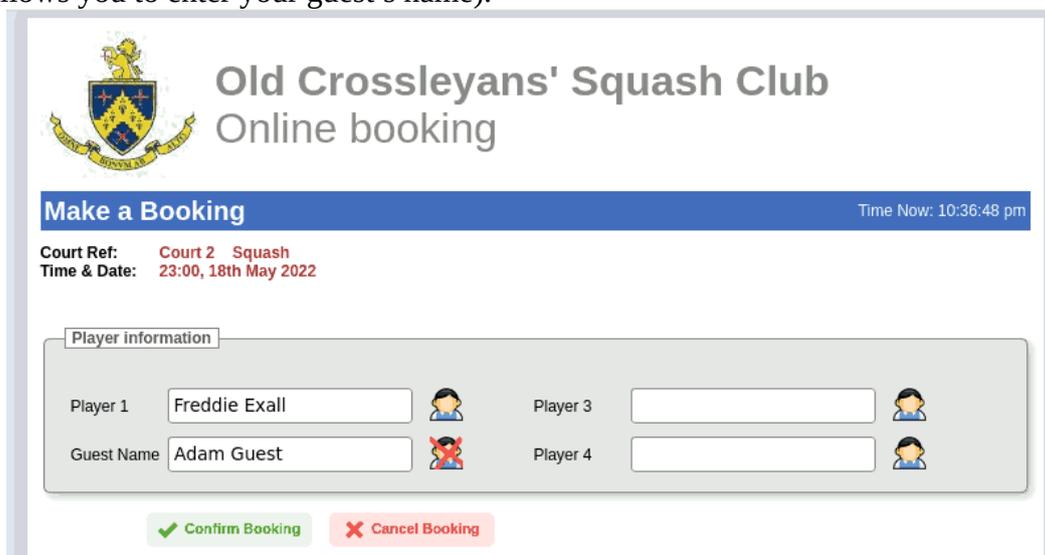
It’s possible to save a shortcut to the online booking page to your mobile phone’s home screen.

1. Go to the booking page but **do not log in**. If you are already logged in then log out. (note: on Apple devices you must use Safari as your browser rather than Chrome, for example. If the login page has opened in a different browser, copy the URL from the address bar and paste it into Safari)
2. On Android: press the settings icon (three vertical dots) in the top right and select “Add to Home Screen”.
3. On Apple devices: tap the bookmark icon (a box with an upwards-pointing arrow -  - at the middle of the bottom of the screen), then select “Add to Home Screen”.

Book a Court

You must be logged in to book a court.

1. Click on an available slot.
2. Enter the other player, if known. This can be added now or later, or left blank (for single play). If you're playing a guest click on the head next to the "Player 2" box. This then allows you to enter your guest's name).

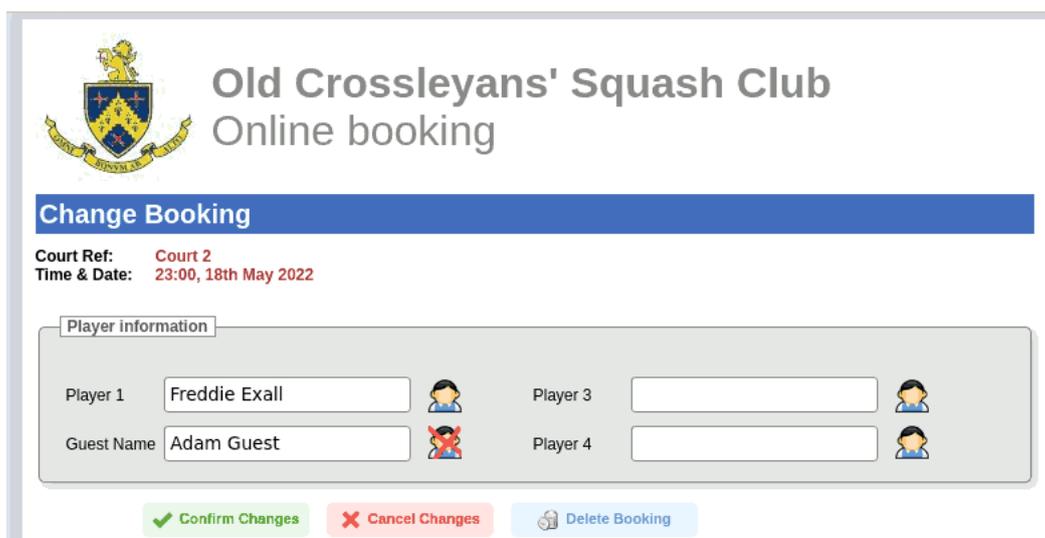


The screenshot shows the 'Make a Booking' interface. At the top left is the club's crest. To its right, the text reads 'Old Crossleyans' Squash Club Online booking'. Below this is a blue header bar with 'Make a Booking' on the left and 'Time Now: 10:36:48 pm' on the right. Underneath, the booking details are: 'Court Ref: Court 2 Squash' and 'Time & Date: 23:00, 18th May 2022'. A 'Player information' section contains four input fields: 'Player 1' (Freddie Exall), 'Player 2' (Guest Name: Adam Guest), 'Player 3' (empty), and 'Player 4' (empty). Each field has a small person icon to its right. At the bottom of the form are two buttons: a green 'Confirm Booking' button and a red 'Cancel Booking' button.

3. Click the green "Confirm Booking" button.

Cancel a Booking

You must be logged in to cancel a court booking.



The screenshot shows the 'Change Booking' interface. It features the same crest and club name as the booking page. Below the club name is a blue header bar with 'Change Booking'. The booking details are: 'Court Ref: Court 2' and 'Time & Date: 23:00, 18th May 2022'. The 'Player information' section is identical to the booking page, with 'Player 1' (Freddie Exall), 'Player 2' (Guest Name: Adam Guest), 'Player 3' (empty), and 'Player 4' (empty). At the bottom of the form are three buttons: a green 'Confirm Changes' button, a red 'Cancel Changes' button, and a blue 'Delete Booking' button.

1. Click on the booking you wish to cancel (you must have made this booking)
2. Click the blue "Delete Booking" button.

Bookings can also be cancelled from the "Manage Bookings" button.

Update Password or Email address

It is possible to change your password or email address online.

1. Login to the “Full Booking System”: follow steps 1-3 of the “Set Your Password” section, above. If you’re already logged into the mobile site, you can press the menu button in the top left -  - and then select “Main Site”.
2. Click on the “Manage Account” button on the right.

Old Crossleyans' Squash Club
Online booking

Squash

Court 1	Court 2	Glassback
21:40 Available	21:40 Available	22:00 Available
22:20 Available	22:20 Available	22:40 Available
23:00 Available	23:00 Available	23:20 Available
23:40	23:40	Available

Time now 9:51:39 pm

Wed, 15th Jun 2022
Freddie Exall
Logged in

Manage Bookings
Manage Account
Sign out

On the following screen you can

- Change your password
- Change your PIN (but we don't use this, so there's currently not much point!)
- Change your email address
- Change email preferences