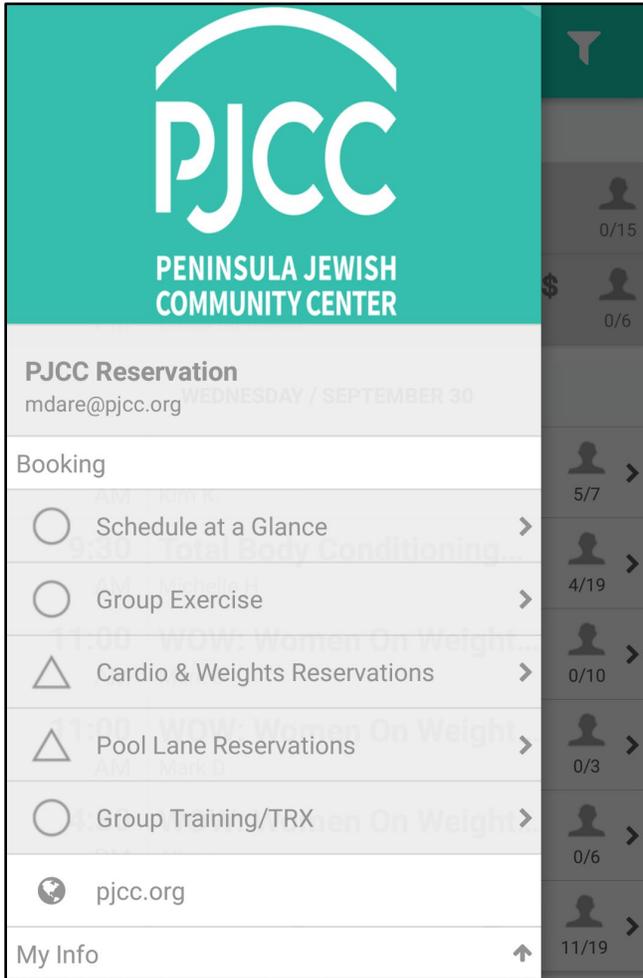


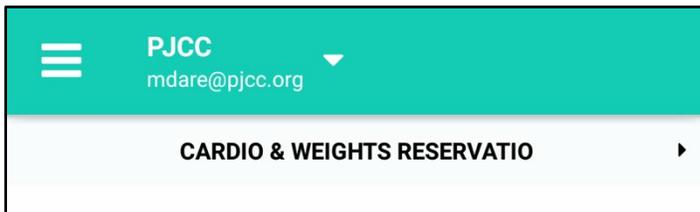
PJCC App: Making Reservations

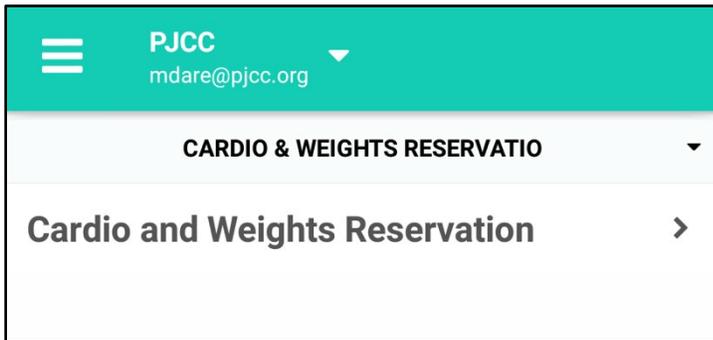
How To Book a Cardio and Weights Reservation

1. After opening your PJCC app, click the menu icon in the upper-left corner to open the sub-menu window. Select **Cardio & Weights Reservations** or **Pool Lane Reservations**, depending on what you want to book.



2. Click the arrow on the right to view the appointments available.

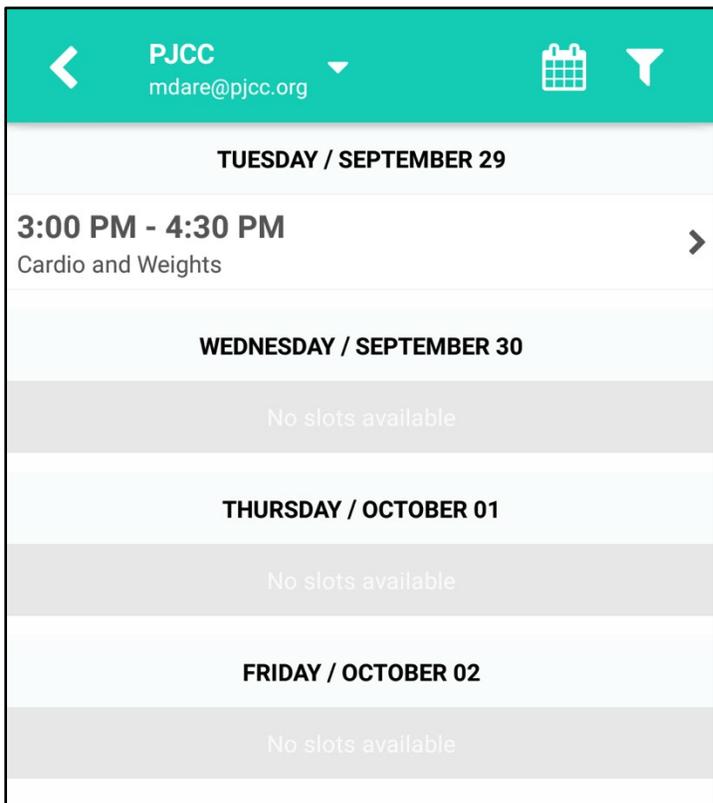




3. The Cardio and Weights Reservation Appointment type will appear.

****Please note: you will no longer need to select and reserve specific pieces of Fitness equipment for reservations. Once you make a general Cardio and Weights reservation, you will have access to all fitness equipment for your time slot.**

Click on the Cardio and Weights Reservation appointment.



4. All available time slots will appear. Select the time slot for the day you would like to book.

PJCC
mdare@pjcc.org

Cardio and Weights Reservation
Tuesday / September 29
3:00 PM - 4:30 PM
90 min

Cardio and Weights

Location PJCC

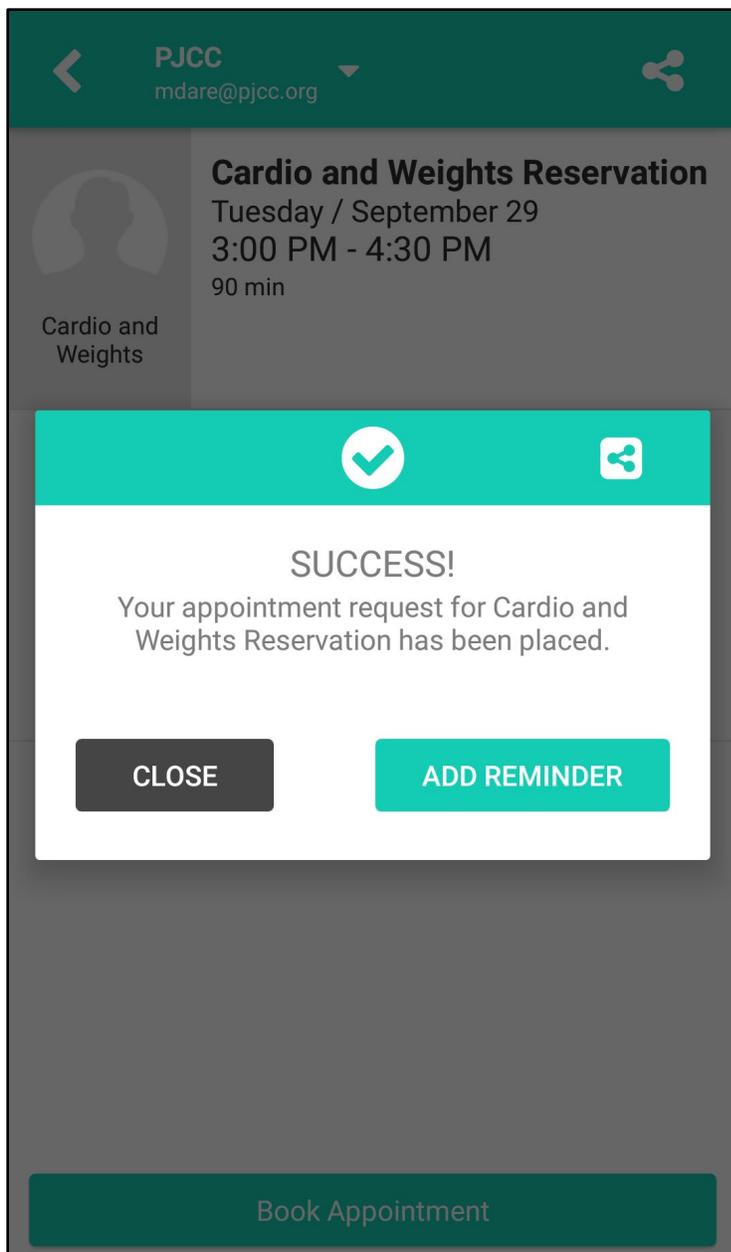
Start time 3:00 PM >

End time 4:30 PM

Notes >

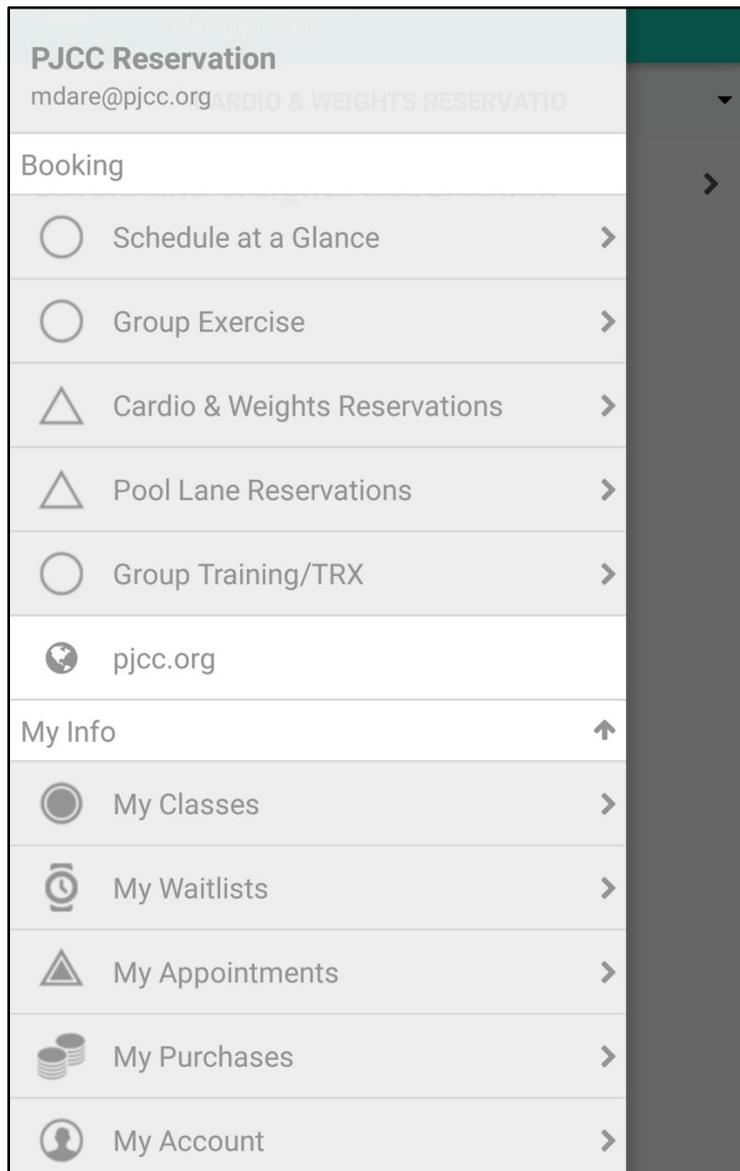
Book Appointment

5. Select "Book Appointment."

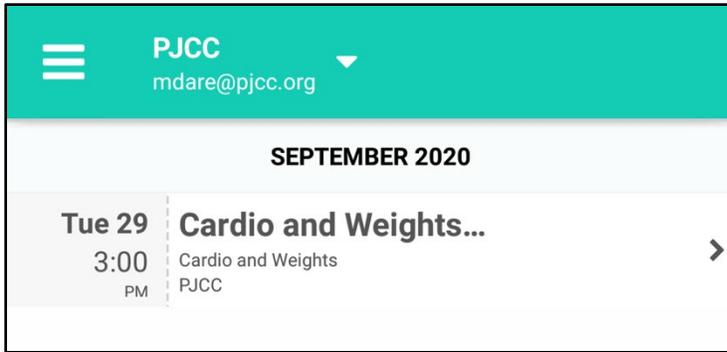


6. Your appointment has been booked!

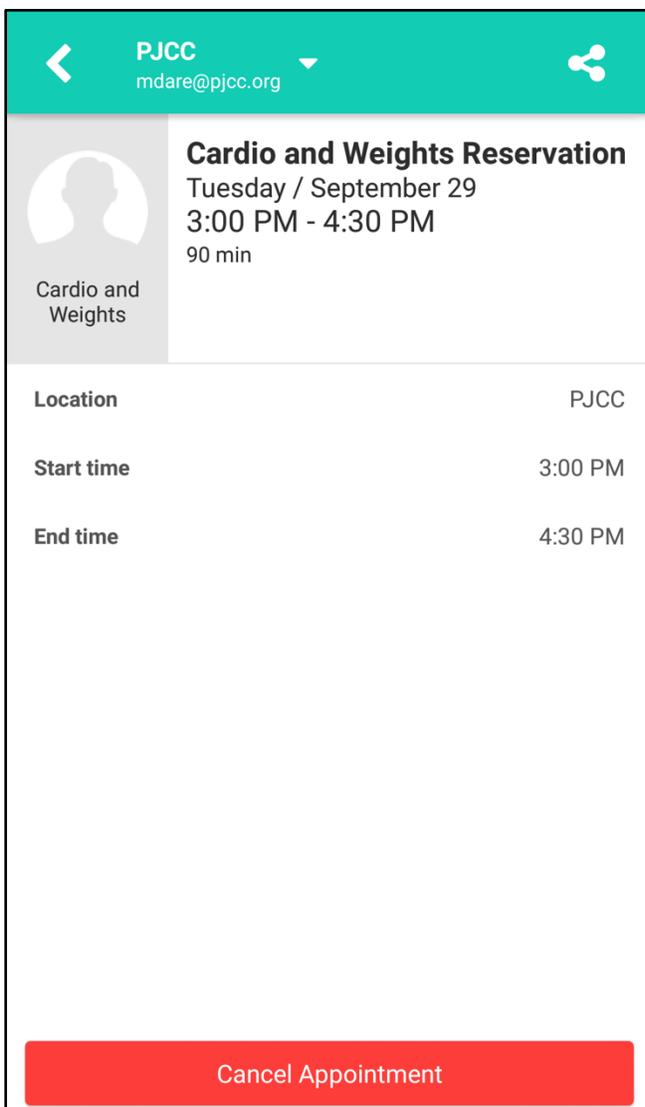
PJCC App: How to Cancel a Reservation



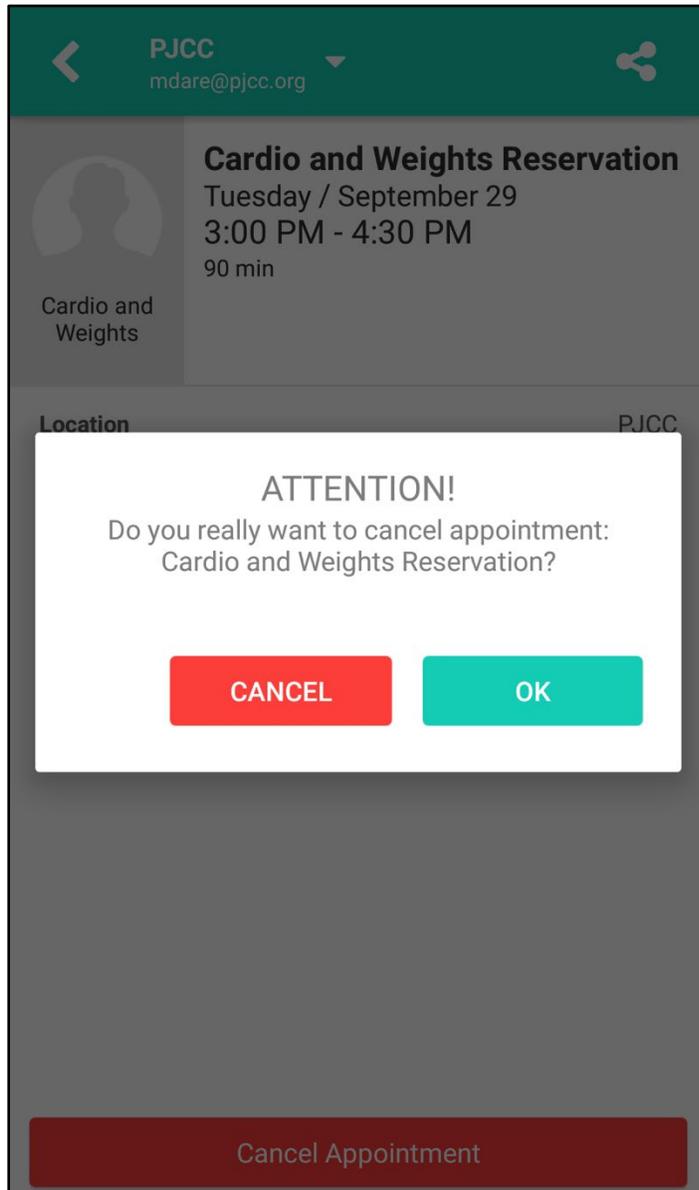
1. Once logged in to the app, click the menu icon in the top left to open the sub-menu. Click "My Appointments."



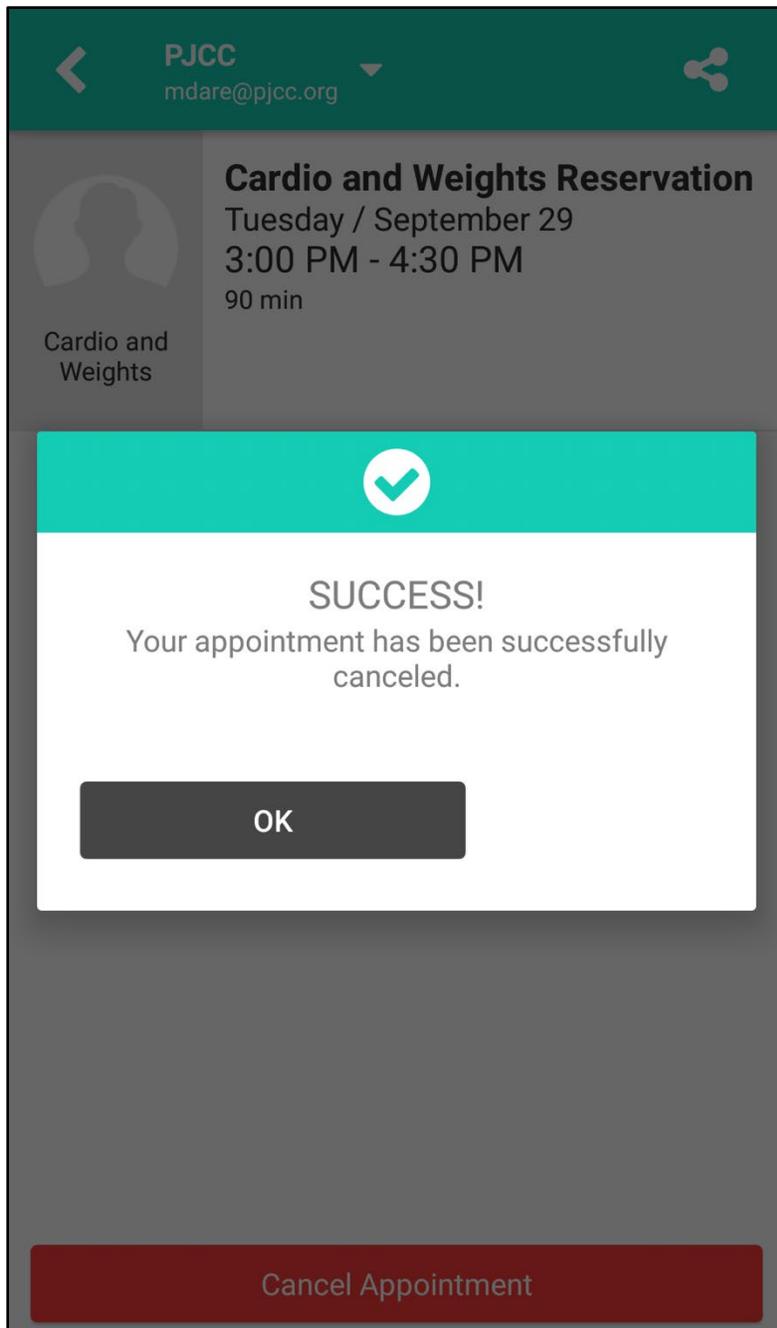
2. A list of all your booked appointments will appear. Click on the appointment you wish to cancel.



3. Click the “Cancel Appointment” red button at the bottom.

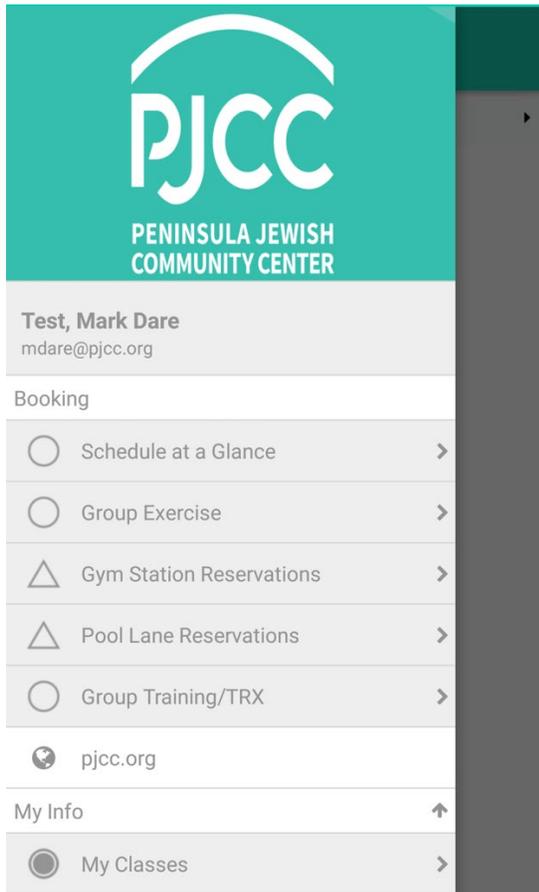


4. You will be asked "Do you really want to cancel the appointment?" Click "OK."

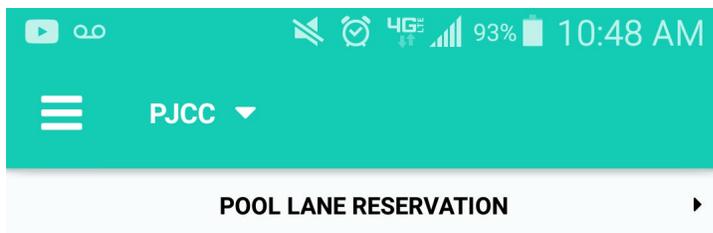


5. The screen will show "SUCCESS!" You have successfully cancelled your appointment and it should no longer appear in your "My Appointments" screen.

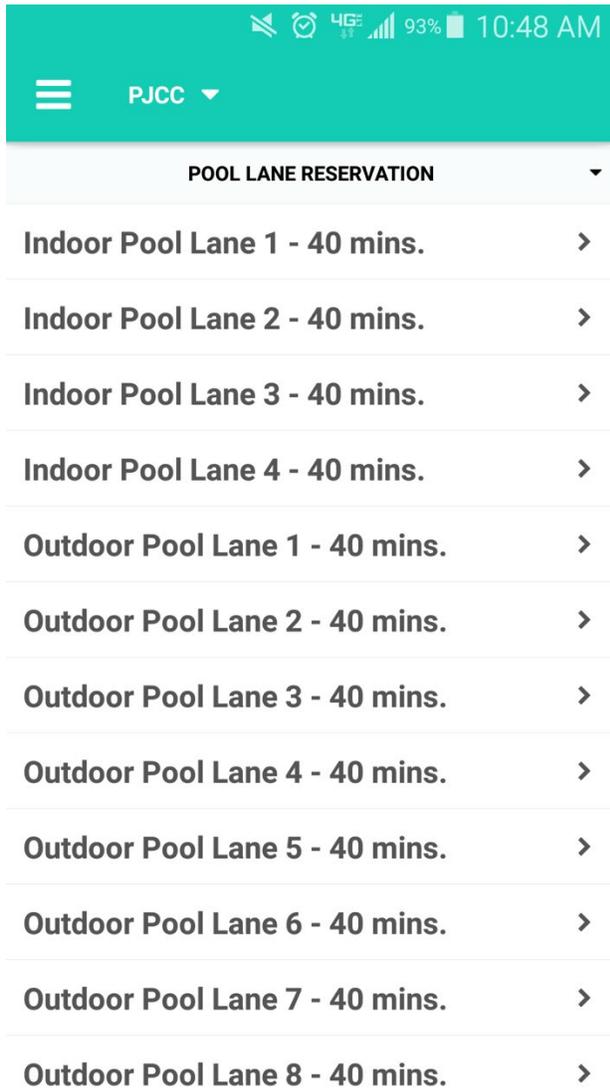
How To Book a Pool Reservation



1. After opening your PJCC app, click the menu icon in the upper left corner to open the sub-menu window. Select Gym Station Reservations or Pool Lane Reservations depending on what you want to book.



2. Click the arrow on the right to expand the list and view the available services that can be booked.



3. A list of the pool lanes will open. Select the pool lane you would like to book.