

Using the Booking Kiosk for the first time



When the kiosk is not in use it displays the current court periods and the next three periods so that you can see which court you are on before it starts. The name of the person who has booked the court is displayed.

It is from this screen that you can log into your account and book a court.

When you use the kiosk for the first time you will need to identify yourself and enter a 4 digit pin that will have been provided to you by your membership secretary.

When you place your fob onto the reader for the first time you will be presented with the following screen.

Logging into the Booking System

The screenshot shows a login window titled "Login". At the top is a keyboard layout with letters A through Z. Below the keyboard is a text input field for a name, with a "Clear Name" button to its right. Underneath is a list box labeled "Member" which is currently empty. At the bottom are four buttons: "Up", "Down", "Login selected member", and "Back / Exit". Three blue arrows indicate a sequence of actions: one from the "Up" button to the letter 'B', another from 'B' to 'E', and a third from 'E' to the name input field.

Before you can enter your PIN you must select your account.

To retrieve your membership record begin entering letters of your surname.

The more letters you enter the more targeted the appearing list will be.

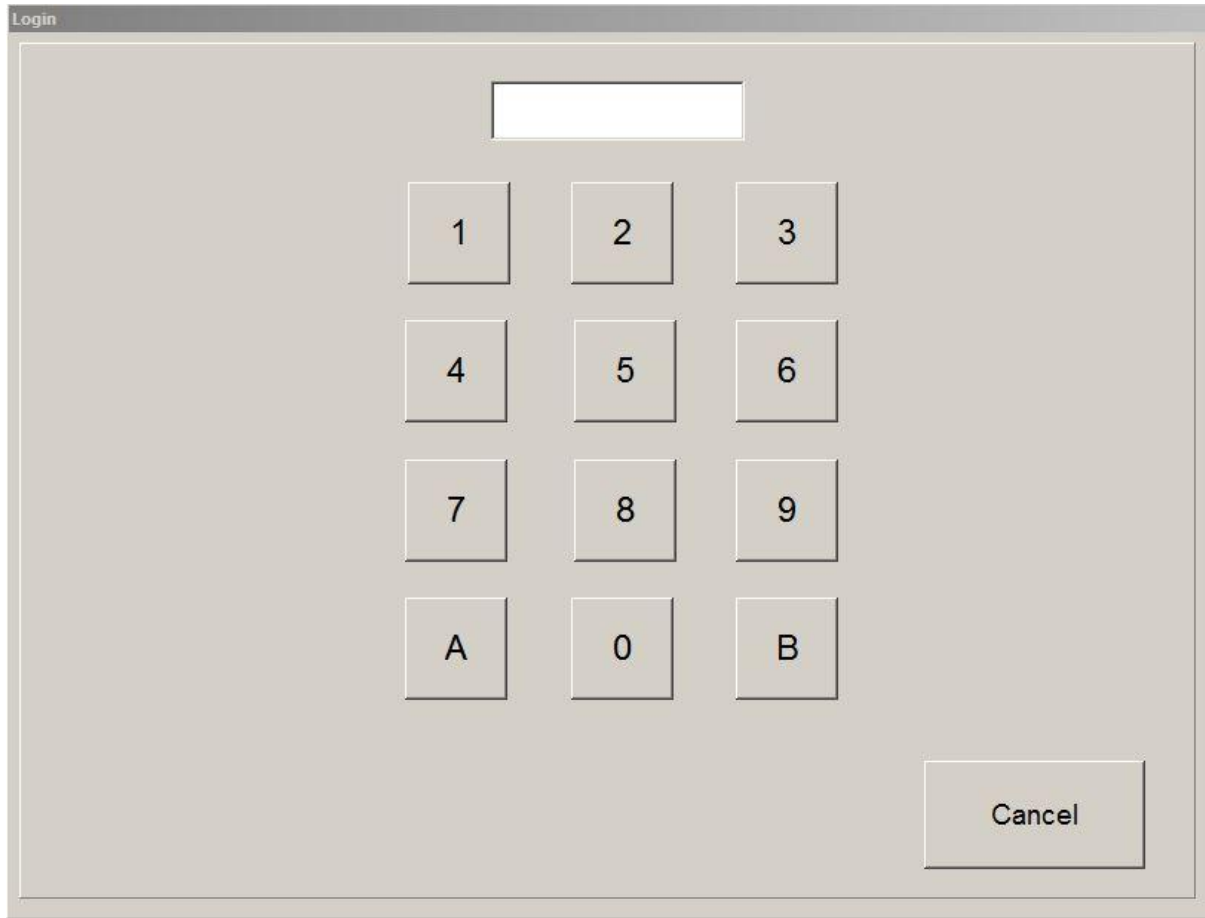
Locating your account

The screenshot shows a login interface with a blue header labeled "Login". Below the header is a grid of buttons for letters A through Z. Below the grid is a text input field containing the letter "S" and a "Clear Name" button. Below the input field is a list of member names: Member, Sainsbury, Malcolm (highlighted in blue), Samworth, Penny, Sandeman, Pauline, Sanderson, Christine, Sanderson, Sandy, Sanderson, Valerie, Savage, Alison, and Savage, Hannelore. At the bottom of the interface are four buttons: "Up", "Down", "Login selected member", and "Back / Exit". A blue arrow points from the "Down" button to the "Sainsbury, Malcolm" entry in the list.

Once you see your name in the list you can highlight it by touch it or using the **“Up”** **“Down”** buttons until your name is selected (solid blue).

When your name is highlighted in blue touch **“Login selected member”** and you will be asked to enter your 4 pin code.

Entering your PIN Code

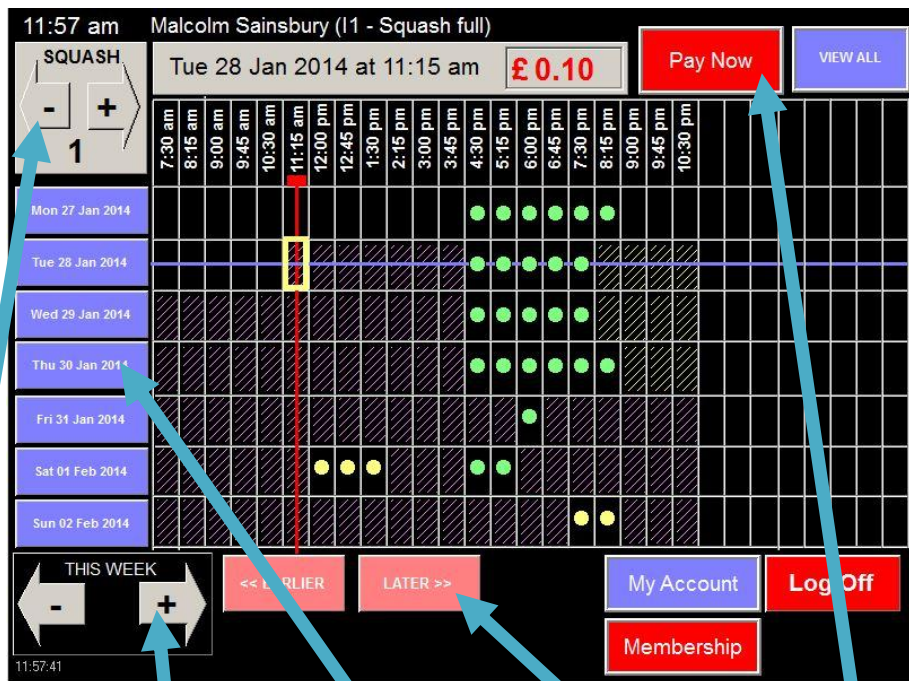


The image shows a login screen titled "Login" in the top-left corner. At the top center, there is a white rectangular input field for the PIN. Below this field is a numeric keypad with four rows of three buttons each. The first row contains buttons for digits 1, 2, and 3. The second row contains buttons for digits 4, 5, and 6. The third row contains buttons for digits 7, 8, and 9. The fourth row contains buttons for letters A, 0, and B. In the bottom-right corner of the screen, there is a "Cancel" button.

Enter your 4 digit PIN.

As soon as you enter the 4th digit you will automatically be logged into the booking area if your PIN is correct. At this point the fob you are using will be automatically allocated to you and will be ready to use. The next time you fob onto the kiosk you will be presented with the following screen where you will be able to book a court. If there is a coin mech attached to the system you will also be able to update your credit.

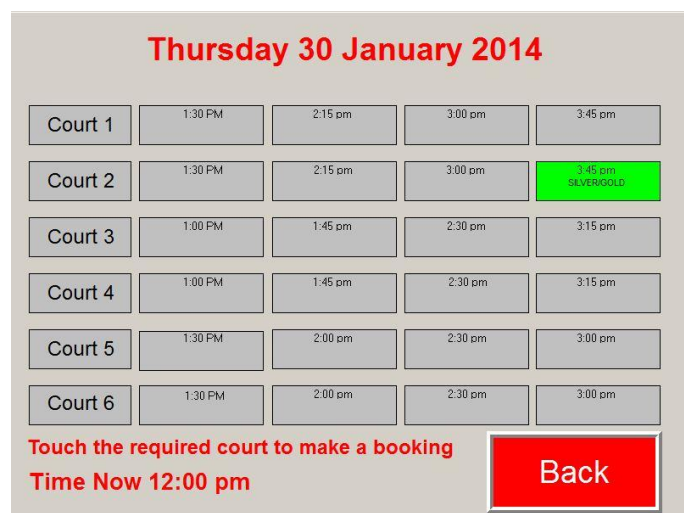
Booking a court



“Choose a Court” “Choose a week” “Choose a Day” “Choose a Time” “Pay for the court”

Once you have selected the court, week, day and time you will be able to pay for the court and book it. To confirm the booking and pay touch “Pay Now”.

Once you have lined up the date and time you can touch the “View all” button to see availability for all the courts around the date and time you have selected.



Paying for the court

Make Payment

Court 3

Mon Tue Wed **Thu** Fri Sat Sun

Thu 30 Jan 2014
1:45 pm
Afternoon Court
£ 1.00
10p, 20p, 50p, £1 , £2
Any overpayment will be credited to your account

Please enter your payment now. OR Insufficient Credit available OR **Cancel**

“Pay by inserting coins” OR “Use your credit” if you have any OR “Cancel” to go back to the booking screen.

Once you have activated the court booking confirmation screen you have three choices. There are two options for paying for the court and one to cancel if you do not want to proceed.

Once you have booked the court you are taken back to the booking screen to book another court or to “Logout” of the booking screen.

Viewing your bookings

To update your credit and view your booking touch **“My Bookings”** from the booking screen which will take you to your details screen. If your club kiosk does not have a coin mech attached then you will only be able to view your bookings.

The screenshot shows a kiosk interface with the following elements:

- Member Details** header.
- Instruction: **You can add to your credit by putting money into the coin reader now.** with subtext **10p, 20p, 50p, £1 , £2 coins accepted**.
- A green box displaying **Current Credit: £ 100.00**.
- Section **My current Bookings:** with a table with columns **Court** and **Date and Time**. The table is currently empty.
- Section **Refunds from cancelled courts:- applied in the last 2 weeks** with a table with columns **Court**, **Refund for**, **Booked by**, and **Refunded**. The table is currently empty.
- Two buttons at the bottom: **View Invitations** (blue) and **Back / Exit** (red).
- A timestamp **14:49:39** in the bottom left corner.

Once you have made one or more bookings they will be on the system ready for you to activate the lights at the time of play.

Activating Court lights

At the time of play the lights are activated by placing a fob on the court side controller belonging to the booked court. For there to be the correct transfer of funds from one member to another the member who HAS NOT booked the court (the opponent) must place their fob on the courtside controller reader.

The system will then transfer half the fee from the opponent to the member who has booked the court who paid for the whole booking in the first instance and activate the lights.



Fob reader on each courtside controller.

