ONLINE SQUASH COURT BOOKING SYSTEM

The court booking system is available on the web for members to book online.

You can book from home, work or mobile phones.

The system is best operated with the Google Chrome browser but will work with other browsers such as Firefox, Internet Explorer and Safari. Make sure you have the latest version of your chosen browser.

To book a court simply point your browser to the website:

www.squashman.com



Find your club in the list of clubs and click on it.

This page should pop up showing you the bookings for the day.

To login click on the top left "Login" button.

2 Login	MALMESBURY - SQUAS	H COURT BOOKIN
24 Tuesday	25 26 27 28 Thursday Friday Saturday	y Sunday Monday
Today	Wednesday - 25	August 2021
	COURT 1	COURT 2
	3:30 am - Click to Book	3:30 am - Click to Book
	4:15 am - Click to Book	4:15 am - Click to Book
	5:00 am - Click to Book	5:00 am - Click to Book
	5:45 am - Click to Book	5:45 am - Click to Book
	6:30 am - Click to Book	6:30 am - Click to Book
	7:15 am - Click to Book	7:15 am - Click to Book
	8:00 am - Click to Book	8:00 am - Click to Book
	9:15 am - Click to Book	9:15 am - Click to Book
	10:00 am - Click to Book	10:00 am - Click to Book
	11:45 am - Click to Book	11:45 am - Click to Book
	12:30 pm - Click to Book	12:30 pm - Click to Book
	1:15 pm - Click to Book	1:15 pm - Click to Book
	2:00 pm - Click to Book	2:00 pm - Click to Book
	3:45 pm - Click to Book	3:45 pm - Click to Book
	4:30 pm - Click to Book	4:30 pm - Click to Book
	5:15 pm - Click to Book	5:15 pm - Click to Book
	6:00 pm - Click to Book	6:00 pm - Click to Book
	6:45 pm - Click to Book	6:45 pm - Click to Book
	7:30 pm - Click to Book	7:30 pm - Click to Book
	8:15 pm - Click to Book	8:15 pm - Click to Book
	9:00 pm - Click to Book	9:00 pm - Click to Book
	9:45 pm - Click to Book	9:45 pm - Click to Book

Login on the next page with your username and password provided by your administrator.

	SBURY - SQUASH COURT BOOKING
24 Username : Show Password :	



In the top left you will see the

button.

Click it and you will be presented with a page that looks something like this:-



You are required to enter a username and password to gain access and book or delete a booking. Your username will be your name, eg. "John Cloran" or "Amanda Egner".

Your password will be issued to you by your Club Manager or administrator.

Usernames are NOT case sensitive ... but Passwords are.

Clicking on the keyboard button

will present a keyboard for use on the

touch screen at the courts where no keyboard exists.

It should look like this:-



This onscreen keyboard must be used at the touch screen at the courts.

The space bar is next to the ALT key at the bottom.

As you type on this keyboard, the username or password fields are populated.

Use the ENTER key in the top right to exit the keyboard and return to the login screen.

Once you have typed in your username and password click the right) to continue.



button (top

If you fail to login correctly you will see this ...



You have either typed something wrong, or a space is missing, or a name is spelt differently etc...



(top left) to go back and try again.

If it keeps happening, contact your club manager or administrator to check how your name has been captured and what password is associated with you name.

It is possible that it was captured incorrectly.

Once you have successfully logged in you will see this screen

	WCC - SQUASH	COURT BOOK
	My Password M	ly Bookings New Booking
	oday - Wednes	day-25 May
Swan	Match	А
6:30am - Available	6:30am - Available	6:30am - Availat
7:00am - Available	7:00am - Available	7:00am - Availat
7:30am - Available	7:30am - Available	7:30am - Availat
8:00am - Available	8:00am - Available	8:00am - Availat

There are a 3 buttons on the top (My Password, My Bookings & New Bookings) with the bookings for the day shown by court.



Scroll buttons

are located in the bottom right.

Scroll down to see Courts C, D, E and F.



button on the top left will log you out of the system.

*** NB ***

You <u>must</u> do this when booking at the courts on the touch screen once you have completed your bookings, so that no other member can come along after you and change your bookings.

If you do not EXIT once complete, this will be possible.

Booking a Court

To book a timeslot on Court A on the day displayed (in this case 25 May 2011) you will be required to find Court A and click/touch on the appropriate green AVAILABLE timeslot you would like to book.

5:00pm - Availa
5:30pm - Availa
6:00pm - Availa

You will be presented the following screen if you clicked on 5.30 pm on Court A.

WCC - SQUASH COURT BC
Please Confirm Booking
Name :
Club : WCC
Date : 25 / 5 / 2011
Time : 5:30pm - 6:00pm
Court 12

As you can see you are required to confirm this booking by clicking the





button (top right) to return.



Once you click your booking is made and you will see the your booking now highlighted in red with your name in the slot..



If all you wanted was a half an hour you are done and can click the booking.

If however you require a further booking click/touch on the next green AVAILABLE timeslot you would like to book.



Confirm the booking as before.

5:00pm	- Availa
5:30pm -	
6:00pm - 📕	

... done!!!

Once in a while it may occur that you book a court 1 second after someone else (sitting in his office) has just booked the same timeslot, you will be prompted with an error stating the time is already booked.

At this time we have limited each member to be able to only book ONE HOUR per day.

Your playing partner can also do the same thus TWO HOURS can be booked.



to complete

Booking a Court in the future

Let's go back to the first screen after login ... or click



... you will see this:-





button can be used to make bookings up to TWO WEEKS ahead.

Click this button to get the CALENDAR and select a date in the future to make a booking.

			W	CC -	squ	ASH (COUR	т во	Ok
				5	BELEC	TBO	OKING	DATE	
<		N	/lay 201	1					
Su	Мо	Tu	We	Th	Fr	Sa	Su	Мо	٦
1	2	3	4	5	6	7	29	30	3
8	9	10	11	12	13	14	5	6	
15	16	17	18	19	20	21	12	13	1

As you can see the current date is selected, 25 May 2011.

			5	BELEC	ство	OKING	DATE	1
	N	/lay 201	1					
Мо	Tu	We	Th	Fr	Sa	Su	Мо	-
2	3	4	5	6	7	29	30	1.1
9	10	11	12	13	14	5	6	
16	17	18	19	20	21	12	13	
	Mo 2 9 16	Mo Tu 2 3 9 10 16 17	May 201 Mo Tu We 2 3 4 9 10 11 16 17 18	May 2011 Mo Tu We Th 2 3 4 5 9 10 11 12 16 17 18 19	SELEC May 2011 May 2011 Mo Tu We Th Fr 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20	SELECT BOO May 2011 May 2011 Mo Tu We Th Fr Sa 2 3 4 5 6 7 9 10 11 12 13 14 16 17 18 19 20 21	SELECT BOOKING May 2011 May 2011 Mo Tu We Th Fr Sa Su 2 3 4 5 6 7 29 9 10 11 12 13 14 5 16 17 18 19 20 21 12	SELECT BOOKING DATE May 2011 May 2011 Fr Sa Su Mo 2 3 4 5 6 7 29 30 9 10 11 12 13 14 5 6 16 17 18 19 20 21 12 13

As you move / touch over the dates they will be highlighted – see 13 June.

By clicking on the selected date -13 June, you will be taken to the booking sheet of that particular day.



Just click on an available timeslot to make a booking as before.

*****NB***** REMEMBER to EXIT once you have finished.

Cancelling a Booking

To cancel a booking you no longer wish to utilise, login and click the button.



You will be taken to this screen.

	wcc	- squ	ASH (COURT	B
	То	day's	Date i	s 25 /	5
		E	Bookings or	n 25 / 5 / 201	1
Court	Year	Month	Day	Time	N
3	2011	5	25	5:30pm	



De button to remove a booking.

You will have to do this for each timeslot.

If you booked for an hour you will need to delete two timeslots.

There is no confirmation screen so be sure you want your booking deleted.



(top right) and you will see the time slots are available for booking again.

If you have trouble using this system, contact your club manager or administrator.

Booking System Administration

This section deals with the administration component of the system, it will show you how to add users, modify passwords, manage user bookings and more.

If you are an administrator on the system, you will see another button along the top section of the screen once you login. It will look something like this.



Once clicked the administration console is available, it will look something like this.

2	Add New Member	
Q	Find Members	
	Generate Report	
2	Post Message	

These functions allow all the required administration tasks to be accomplished.

To add a user, click the Add New Member button and add a new username to the system.

New Name :		
New Password :		
	Add User	

Type in a name and password. Click Add User.

Use the back button in the top right to move back to the administration page.

Using the Find Members button has a few functions associated with it. Once clicked you can type a username or part of a username and find the users, then you can do additional tasks.

	Find Members	
Members Name :	pat	Find Member

Here I have typed "pat" I get the following returned results.

Member	Password	Modify	Delete	Bookings
Michael Paterson	1020001	Change Password	Delete Member	Manage Bookings
Patrick Edy	P00.107	Change Password	Delete Member	Manage Bookings
Patrick Scott-Martin		Change Password	Delete Member	Manage Bookings
Patrick Wynne		Change Password	Delete Member	Manage Bookings
Stuart Patterson		Change Password	Delete Member	Manage Bookings
		5 Members found		

Any name that contains the letters"pat" are presented. Now you can view the users password. They have been deleted in this graphic. You can change the password by simply typing over it and clicking the "Change Password" button. You can delete the user or manage the booking of the selected user.

Note: If you delete a username all the users future bookings are deleted also.

Click on the "Manage Bookings" button to see the next screen.

Logged in as : DAVE TERBLANCHE			Bo	ookings on	30 / 8 / 2011		
PATRICK WYNNE	Court	Year	Month	Day	Time	Member	Action
	COURT 1 - By the Door	2011	8	30	7:00pm	PATRICK WYNNE	Delete
	COURT 1 - By the Door	2011	8	30	7:30pm	PATRICK WYNNE	Delete
				2 Booking	gs Found		

As you can see, it is possible to delete the users bookings.

Note : on the left you see your username "Dave Terblanche" the administrator and the normal user who's bookings you are viewing.

The next button of interest is the "Generate Report" button, this button gives you some statistics about the usage of your courts as shown below.

GIL - SQUASH COURT BOOKINGS

Monthly Court Usage Statistics

2010 /4 --- 456 bookings 2010 /5 --- 595 bookings 2010 /6 --- 488 bookings 2010 /7 --- 492 bookings 2010 /8 --- 676 bookings 2010 /9 --- 542 bookings 2010 /10 --- 544 bookings 2010 /11 --- 532 bookings

2010 /12 --- 487 bookings

2010 - Total Bookings = 4812

2011 /1 --- 262 bookings 2011 /2 --- 604 bookings 2011 /3 --- 643 bookings 2011 /4 --- 629 bookings 2011 /5 --- 691 bookings 2011 /6 --- 579 bookings

2011 - Bookings thus far = 3911

8723 Bookings

As you can see having the online system at these courts has increased the court usage. Compare :

April 2010 – 456 and 2011 – 629 = Increase of 173 timeslots.

May 2010 – 595 and 2011 – 691 = Increase of 96 timeslots.

June 2010 – 488 and 2011 – 579 = Increase of 91 timeslots.

Although this is not an absolute indicator of usage it does give you some idea.

The next button is the "Post Message" button, this is used to post a short message on the login screen. This can be used to announce tournaments at your club. Any message you want members to see can be posted on the login screen. To remove the message simply save an empty message and the old one is gone.

New Message :		
	Save	

The message is displayed here.

GIL - SQUASH COURT BOOKINGS					
	test message				
name :					
word :					

These words, if contained in a username will book extended periods.

TOURNAMENT - add a name to it like WORLD TOURNAMENT

GROUP - add any name in front like DAVES GROUP or DRINKING GROUP

LEAGUE - add leagues like 1ST LEAGUE, 2ND LEAGUE, 3RD LEAGUE etc....

COACHING - could be HARRYS COACHING etc....

COURT REPAIR - this is a special user that will book the entire court so that it can be painted or repaired etc....

SCHOOL - for school bookings - can do multiple names like HIGH SCHOOL and PRIMARY SCHOOL for example or the schools name as a prefix.

DOUBLES - for doubles sessions

MASTERS - for masters events

EXHIBITION - for exhibitions etc...

CHAMPS - I have added a user CLUB CHAMPS to show you how it can work.

JARVIS - Provincial tournament

If there are any further requests or enhancements you would like on the system, please contact me at support@squashman.com.