

## **New User Purchasing a Package or Class**

1. If given a link to a specific item, purchase the package or class you would like to add to your account. Add a voucher if you have one.
2. Download the app (link provided after purchase)
3. If package was purchased it will be in your **Programs** folder. All other available packages will be in the **Marketplace**
4. If you purchased a class, go to the **Calendar** section. From here, click on the **Person** icon in the bottom-left and select **Trainer Calendar**.
5. This will now give you an overview of your Trainers calendar and any events for you to select and book/join a waiting list for. By clicking on the event you will be able to view further information such as Event Description, Location, Start Time, Duration and more.
6. To book the selected event, simply scroll to the bottom of the page and select **Book Event**. Then choose your available credits.

## **Returning Client Purchasing a Package**

1. Go to the **marketplace** to choose the package you would like to purchase. Place any voucher you have in the purchase section. If you purchased a package, it will show up in your **Programs** section.

## **Returning Client Purchasing a Class**

1. Go to the **marketplace** and choose the class you would like to purchase. Use any voucher you have in the purchase section.
2. Begin by selecting the **menu** icon from your **Hub** and then **Calendar**.
3. Once you have clicked on **Calendar** you will be taken through to an overview of your calendar. From here, click on the **Person** icon in the bottom-left and select **Trainer Calendar**.
4. This will now give you an overview of your Trainers calendar and any events for you to select and book/join a waiting list for. By clicking on the event you will be able to view further information such as Event Description, Location, Start Time, Duration and more.
5. To book the selected event, simply scroll to the bottom of the page and select **Book Event**. Then choose your available credits.

There you have it! Your booked event will now show within your calendar and your trainer will also be able to see that you have booked in.

## **New User Purchasing a Package or Class**

7. With the link provided, purchase the package or class you would like to add to your account.
8. Download the app (link provided after purchase)

9. If package was purchased it will be in your **Programs** folder. All other available packages will be in the **Marketplace**
10. If you purchased a class, go to the **Calendar** section. From here, click on the **Person** icon in the bottom-left and select **Trainer Calendar**.
11. This will now give you an overview of your Trainers calendar and any events for you to select and book/join a waiting list for. By clicking on the event you will be able to view further information such as Event Description, Location, Start Time, Duration and more.
12. To book the selected event, simply scroll to the bottom of the page and select **Book Event**. Then choose your available credits.