

To create a new account using, make a reservation, or cancel a reservation using an iPhone or iPad:

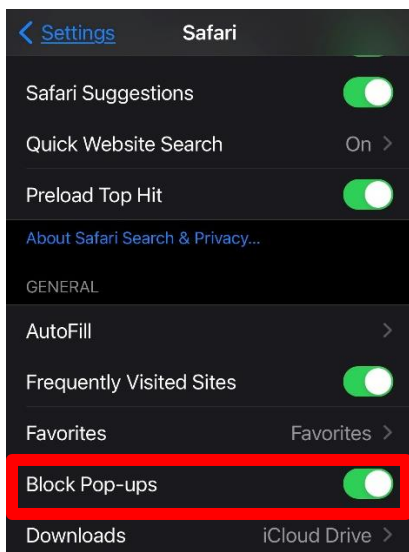
- 1) Go to your **SETTINGS** icon



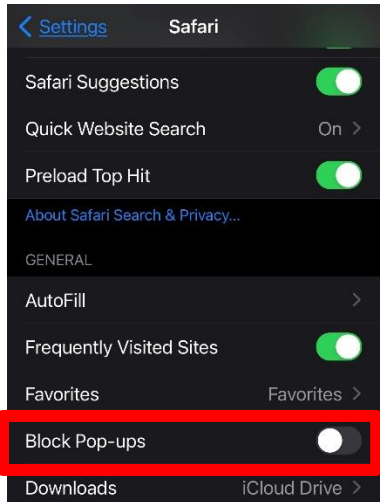
- 2) Scroll to the **SAFARI** setting



- 3) Scroll under the **GENERAL** section, you will see "**Block Pop-ups**" with a GREEN toggle (turned on).



4) Turn OFF the pop-up blockers by clicking the green toggle (it will turn gray).



5) Visit our website at shamesjcc.org

6) Click on the “Register” button top right of our website.



7) Scroll to the day/time/class you want to register for (automatic defaults to current week).

- “X spots left” how many spaces are available for registration.
- “WAITLIST ONLY” reservations are full, place your name on waitlist.
- “CLASS FULL” reservations and waitlist are full. When there’s a cancelation, the waitlist will reopen.

8) Click the “SIGN UP” button next to class

6:15am-7:45am	Fitness Center	Staff	Fitness Center	Fitness Center	<a href="#">Description</a> <a href="#">Sign Up</a>
					19 SPOTS LEFT
7:00am-7:45am	Lap Swimming	Staff	Program Pool	Aquatics	<a href="#">Description</a>   <a href="#">Sign Up</a>
					WAITLIST ONLY

9) Click the “Create a Login”

A screenshot of the login form. The 'Create a Login' link is highlighted with a red rectangle. Below the form, there are input fields for 'Email' and 'Password', and a 'Login' button.

10) You will need your MEMBER ID:

- Click here: [https://operations.daxko.com/online/5133/Security/login.mvc/find\\_account](https://operations.daxko.com/online/5133/Security/login.mvc/find_account)  
Click on “MY ACCOUNT” and “View my account”. Your account number is the 5 digit number under your membership status (note: this is not the same account you use to sign up for Group Exercise, Fitness Center, or Aquatics Center).
- Contact our front desk at 914-366-7898. Fill all required fields and “REGISTER”
- The MEMBER ID is the same for each family member.

Registration form with the following fields:

- Member ID
- First Name
- Last Name
- Email Address
- Password
- Confirm Password

A red box highlights the **Register** button.

11) You will see the following screen. Enter your email address and password you just created and click “LOGIN”

Login screen with the following elements:

- Navigation: [Login](#), [Create a Login](#), [Forgot Password](#)
- Message: **Your account has been created. Please login below.**
- Message: **Please login below to sign up for your class. If this is your first time signing up, please [click here to create a login.](#)**
- Fields: Email, Password
- Button: **Login** (highlighted with a red box)

12) Click on “Reserve a Spot” to finish registration

Fitness Center reservation screen with the following details:

- Fitness Center**
- 7:15am - 8:45am
- 10/18/2020 31 Spots Available
- Progress bar showing 31 spots available
- Button: **Reserve a Spot** (highlighted with a red box)

13) Your reservation has been complete; you will also receive a confirmation email.

## Fitness Center

7:15am - 8:45am

10/18/2020 30 Spots Available



You have reserved a spot in the class.

You are currently signed up to attend this class.  
[Cancel Reservation](#)

14) To cancel your reservation, refer back to your confirmation email. Alternatively, if you cannot find your email, repeat steps 1 – 4, you will receive a message “You are currently signed up to attend this class. Cancel Reservation”. Click on the “Cancel Reservation”

## Fitness Center

7:15am - 8:45am

10/18/2020 30 Spots Available



You are currently signed up to attend this class.

[Cancel Reservation](#)

### IMPORTANT NOTES:

- You will only need to set up an account once. Keep your login information handy and next time, you will simply need to login and make your reservation.
- Each member will need their OWN account. The member ID will be the same for each household member, but will need to register using a different email.
- As a courtesy to other members on the waiting list, please cancel your reservations 24-hours in advance, or as soon as you notice you cannot keep your scheduled reservation. This allows someone else to utilize the reservation if you're unable to participate.
- Please reach out to Senior Director of Operations at [ehammermeister@shamesjcc.org](mailto:ehammermeister@shamesjcc.org) with any questions.