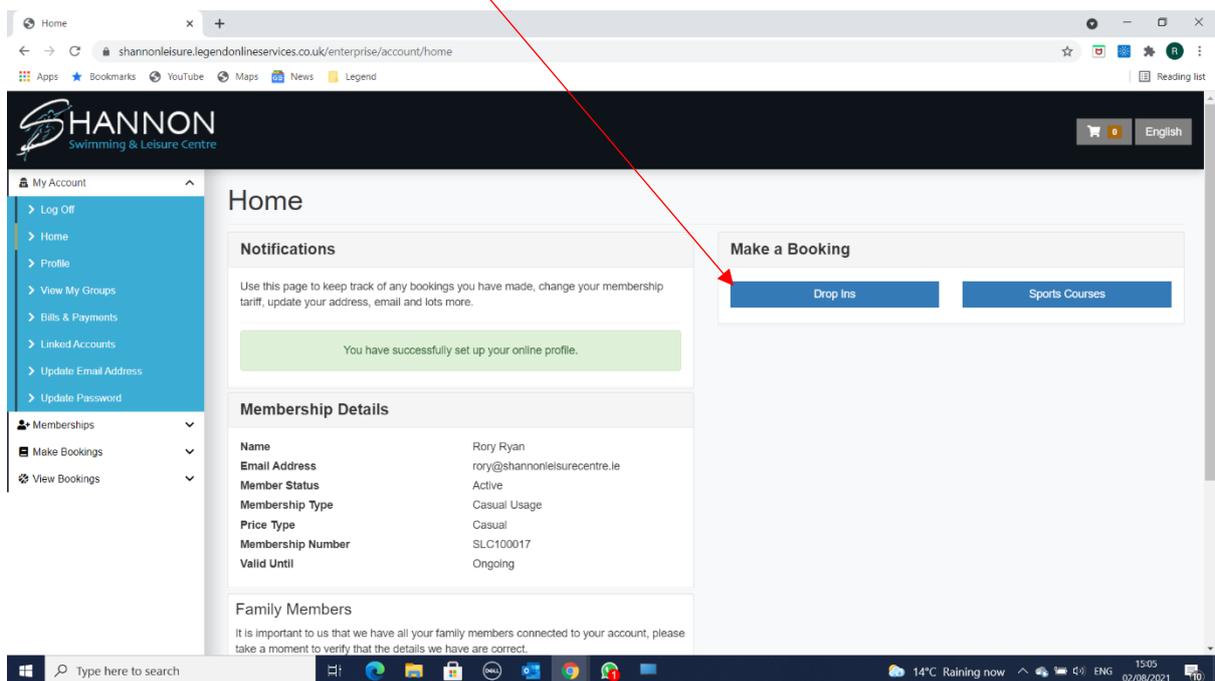




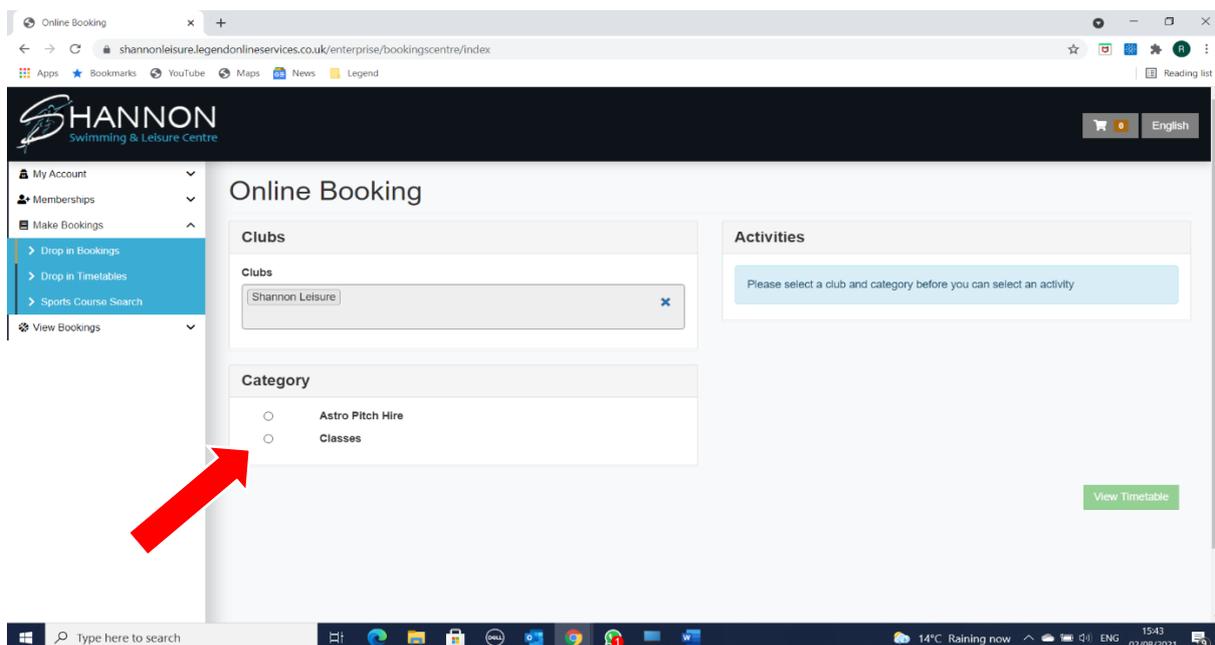
## How to book & pay for a Fitness Class.

Step 1: Login to your online account > Go to [www.shannonleisurecentre.ie](http://www.shannonleisurecentre.ie) & then to [Account Login](#)

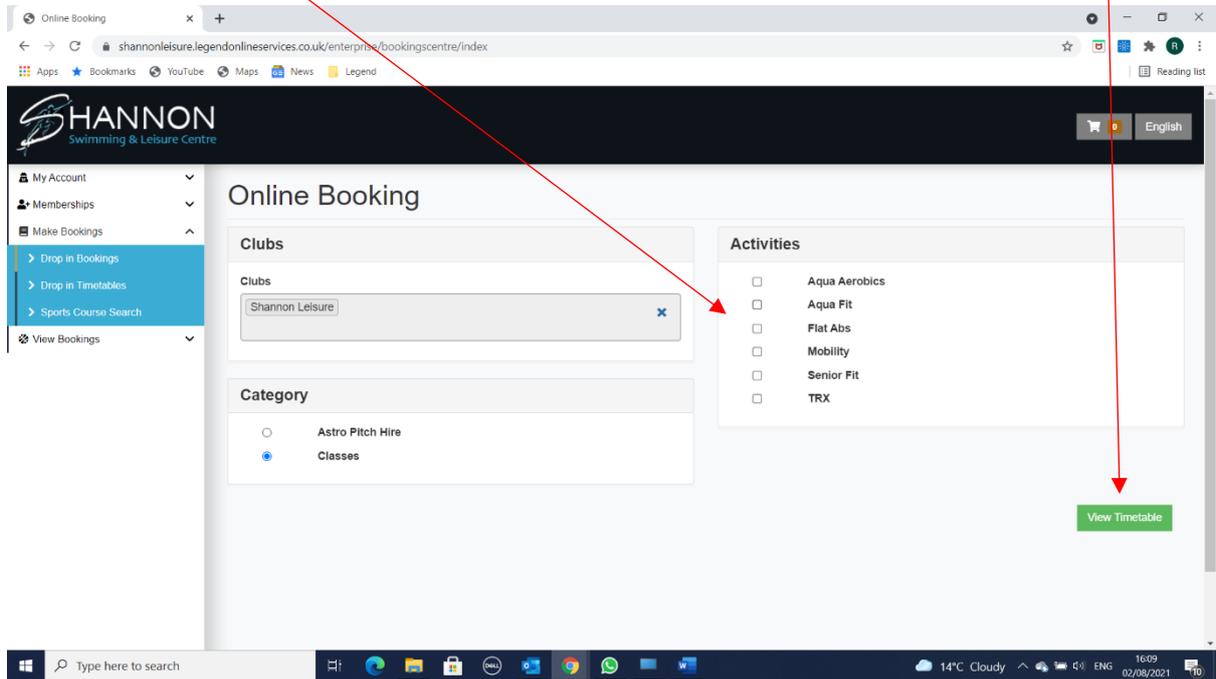
Step 2: On the Home page click on Drop Ins as shown on the image below



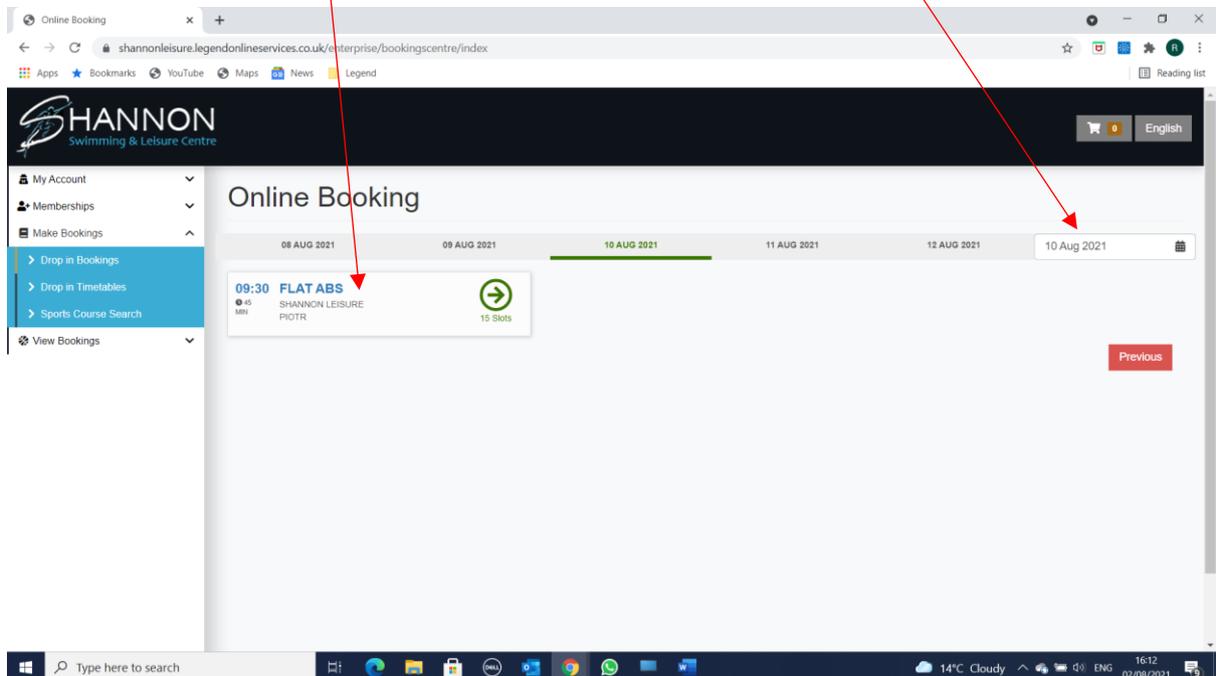
Step 3: Click Classes



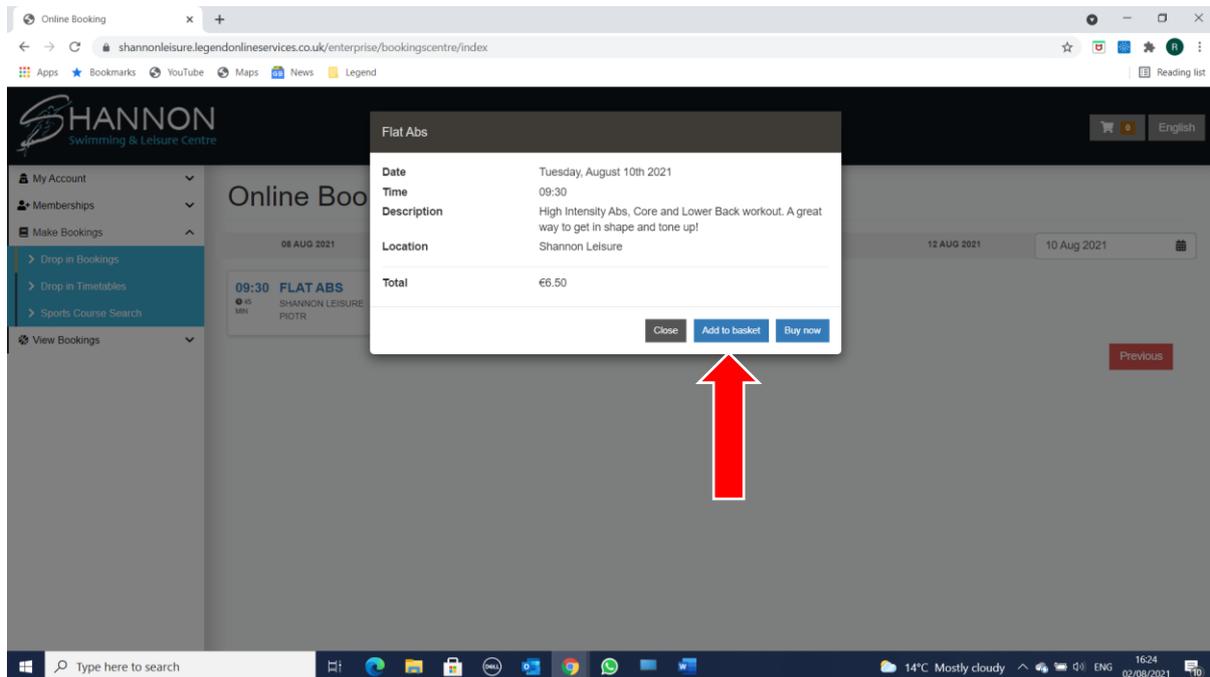
Step 4: Choose the class that you are looking for under Activities, you can choose more than one class at a time. Once you have chosen the class(es) you would like to book then click View Timetable



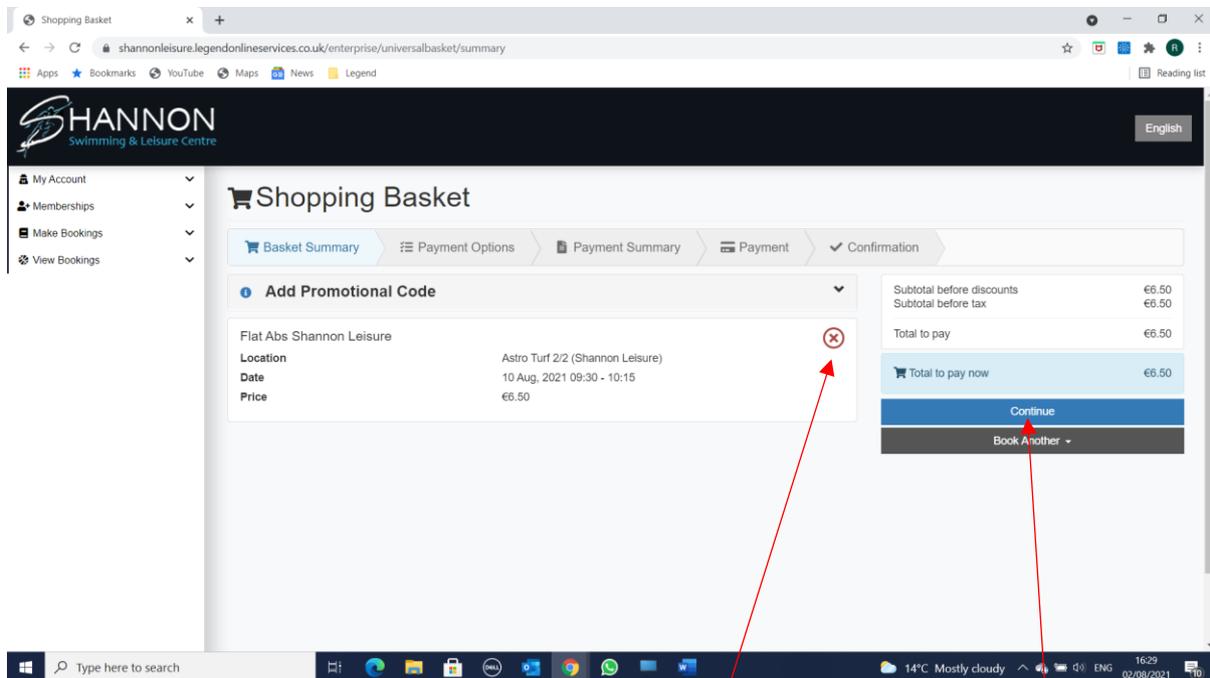
Step 5: Click on the date of the class you are looking for using the calendar option in the top right, click into the box and a calendar will appear. When you click on dates that have classes the information will show. You will be able to see the time of the class, who the instructor is, the duration of the class and how many spaces are available.



Step 6: Click on the class information, then choose add to basket. If you click more than one class at step 4 above then repeat this step until all classes are booked in. You can book classes 3 weeks in advance, please note that you will pay when you book.

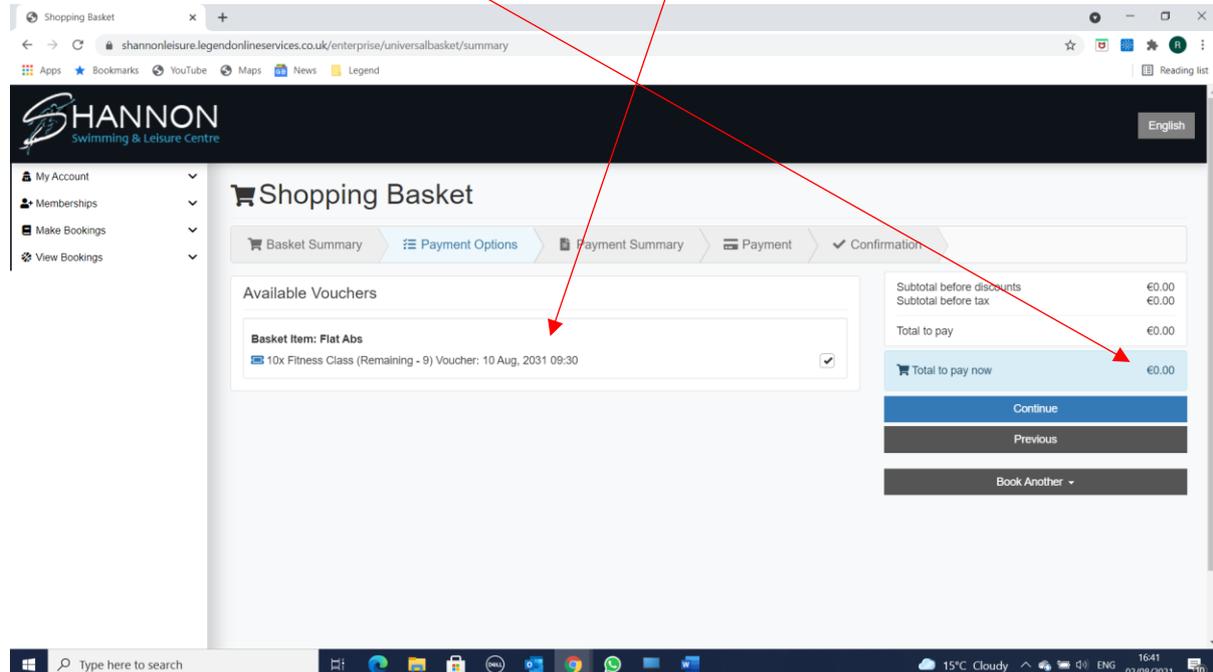


Step 7: When you have booked all the classes you want to attend you then click on the shopping trolley in the top right hand corner to go to the shopping basket. The first screen you will see is the Basket Summary.

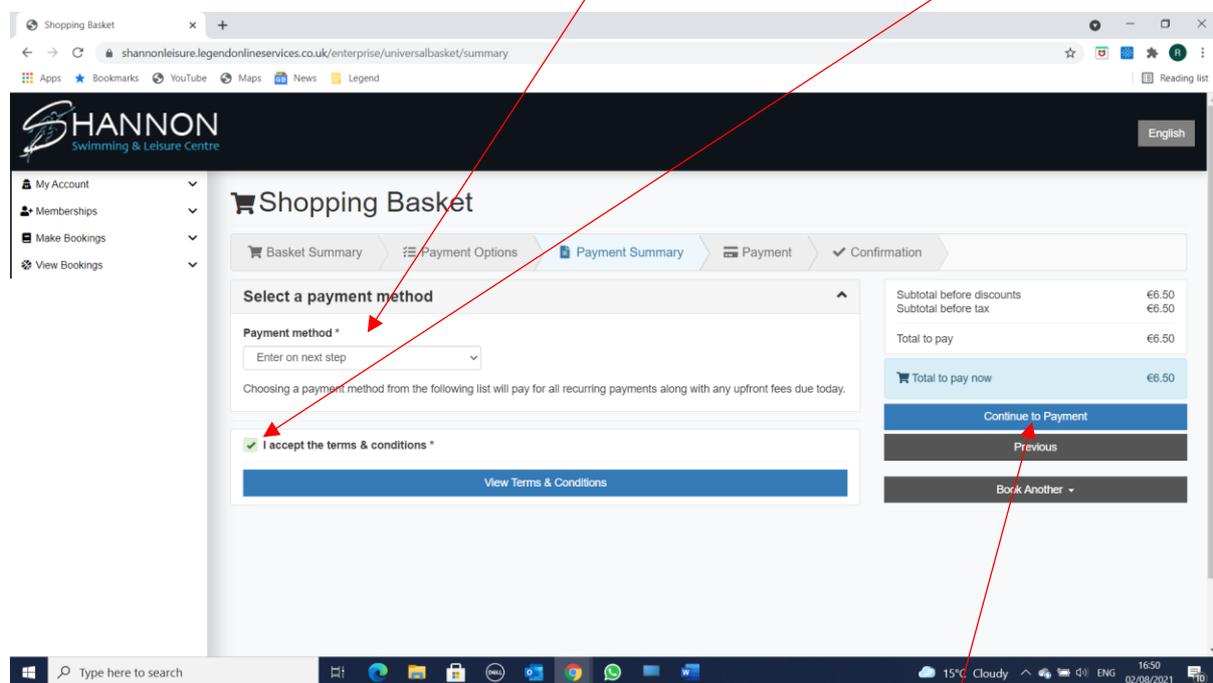


You should check that you have booked the correct classes, if you notice that you have booked a class in error you can always delete it by clicking the red X. When you are happy click continue.

Step 8: If you have purchased a session card (the system calls them vouchers)at reception then this will appear here. If you would like to use your session card click on it, when you do you will notice that the amount due reduces to €0.00.



If you do not have a session card then you press continue and go to payment summary where you will need to acknowledge that you accept Shannon Swimming & Leisure Centre’s Terms and Conditions. You can disregard the drop down payment method box under select a payment method.



Once you have clicked that you accept the terms and conditions click Continue to Payment. If you have a session card and are using it then you will click 'Confirm'.

Final Step – Enter your card details for payment processing. You will receive a confirmation of class booking when this has been completed.