**GP Database Queries**

Main Points of Data Base

1. Manage Registration Info
2. Manage Events and Birthday Parties
3. Mailing List and Email Management
4. Class Management
5. Customer invoices and billing,
6. Employee Management,
7. Vendors and billing & Payments.
8. Participant Portal- members can log in to re-register or make a payment or view classes, etc.
9. Member History

1. Manage Registration Info

- Participants name(last,first), address, tele, school, insurance info, Age, DOB, email

- Parents names-first, last, tele, cel, work tele, email

- Emergency contact name, number, relation

- Caregiver contact

- Policies & Liabilty & Wiaver page

- General Etiquette Page

- Open Play Etiquette page

- Registration type- Grassroots, tree trunk, tree tops

- Date

- Auto Sugnature for all online registration forms

- Cannot leave the page until all parts are checked.

- History- the ability to keep some customers active while others are inactive but

still in the dataase.

-DOB - Age-that changes based on the DOB

- School - Grade level-changes based on DOB

- you can check a box if your info has not changed to save time.

- How the student found The Gym Park? Save info and categorize!

Account for different types of registrations:

* Regular \_ full membership
* Open Play – partial membership
* Doodle deals and other promotional deals.
* Transferring deals to regular reg status and knowing the change happened.

Various Forms:

Registration Forms

Birthday Forms

Private lesson Forms

Re-registration form

2. Manage events & Birthday Parties

- Viewable calendar, times, dates, birthdates

- Customer calendar view – on customer portal

- Make on line reservations and payments

3. Mailing List and Email Management

- One general mailing list – name, age, Gender, DOB, class type, demograpics, interst

- Mailing list by class, DOB, skill level, etc.

- Auto enrollment in our mailing list

- Emails for all parents, care givers, emergency contact, and students seperatley or

together

- Guest list

- Trial list

- Saving all communications between The Gym Park & all Students:

1. E-mails
2. Phone messages

4. Class management

- See all classes , times and days of enrolment - Current Class enrolled for, fee paid,

- attendance lists

- Class lists

- Family lists

- Customer history - classes enrolled for, dates, times, past payments,

- Trial Classes

- Waiting lists – for full classes or potential classes

- Keeping track of Class transfers, medical leaves and Make Ups:

* when one student moves into a different class?
* attendance for make ups? Online make up reservations
* student uses classes from a previous semester
* tracking transfers and their attendance

- Account for all registration

* by semester
* by single classes
* privates
* overlapping semesters
* registration fees
* additional reg fees
* make ups
* keeping track multiple semesters in a year.
* Giving and recording credits

- Membership Type

- Open Play

- Class

- Trial

5.

Link with auto payment

Online payment w auto pay.

Receive Alerts for:

* No medical form
* Un filled portions of the registration forms
* No Waiver sign
* Health insurance name &#.
* Emails
* DOB
* Birthdays – send auto emails for upcoming b-days.
* Students that don’t reregister
* Students ready to move in the next age bracket for classes.
* Students that have make ups due
* Balances on student accounts

Save Students Friends for class arrangements

Keeping track of Special promotions & coupon deals

Online registration

Online billing

Online trial class reservations

Competition stats & info

Local parks

Local schools

Partners & affliliates

Events we participated in

General events to participate in

Costumer portal to access their info. – register, pay, view history, view current, view gymnastics records, an entry calendar to reserve events or trials or workshops or classes or leave a message with us.

Employee Portal to access info(class lists etc) – Employess enter Id and all their work is time and date stamped.