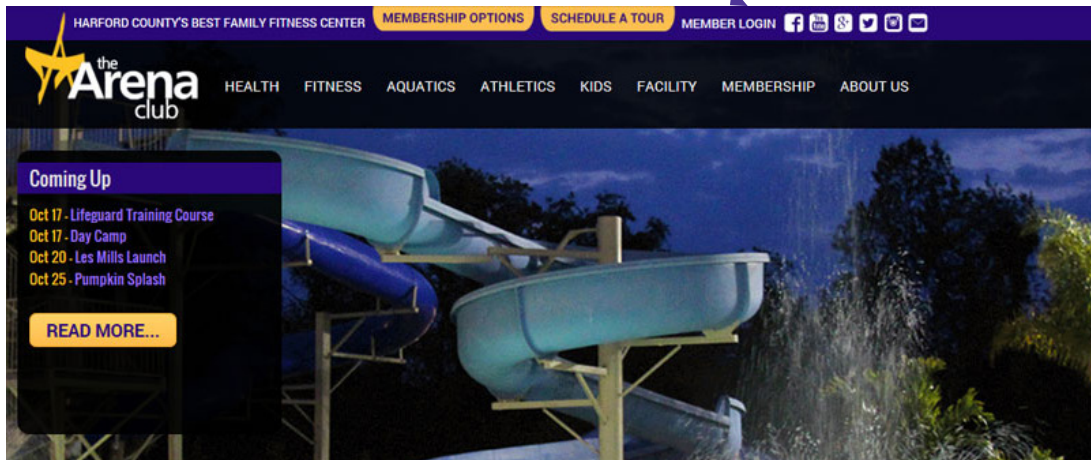


# Arena Club Member Portal

## Online Services Instructions

### Creating Your Account

1. Visit [www.thearenaclub.com](http://www.thearenaclub.com) website and click on "Member Login." **1**



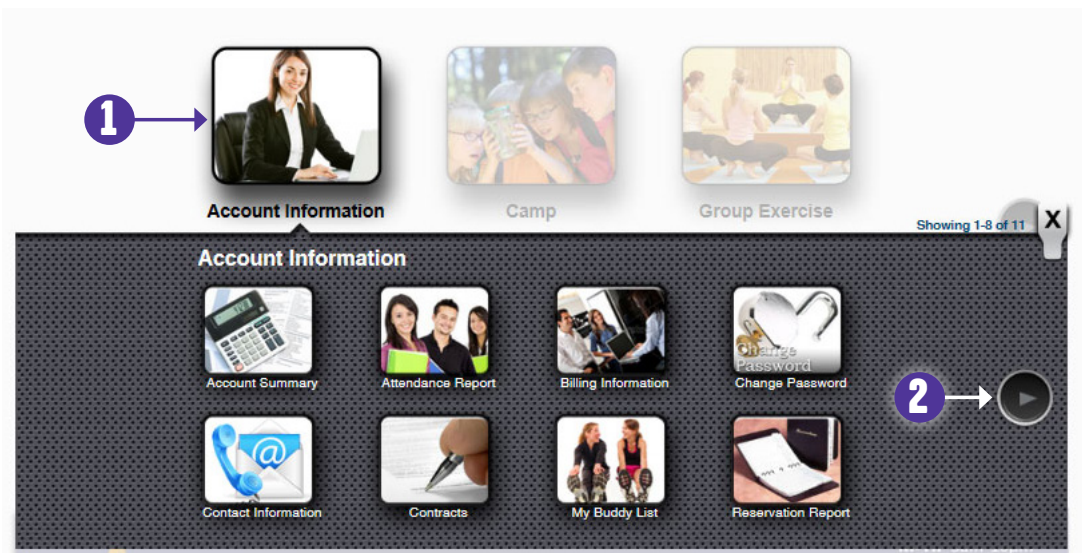
2. Click on "Forgot Password/CreateAccount" to create your password.

3. Enter your email address and submit. (If you do not have a valid email address on file at The Arena Club, you will need to call us first to get set up in our system at 410-734-7300).

4. An email will be sent to you with your username and password. Once you have the password, click on "Member Login" again from our website to log in.



## Account Information



1. When you click on the “Account Information” button a black screen appears with the following options:

- Account Summary: to view your current reservations and messages
- Attendance Report: to view your attendance
- Billing Information: to view/update your billing information
- Change Password
- Contact Information: to view/update your personal and contact information
- Contracts: list of contracts that apply to your membership account

2. Click the “next” button for more options.

- Series Sales: to view available guest passes and past usage of guest passes
- Statements: to view, download, and/or print past statements in .pdf format
- Transaction Listing: to view your transaction history

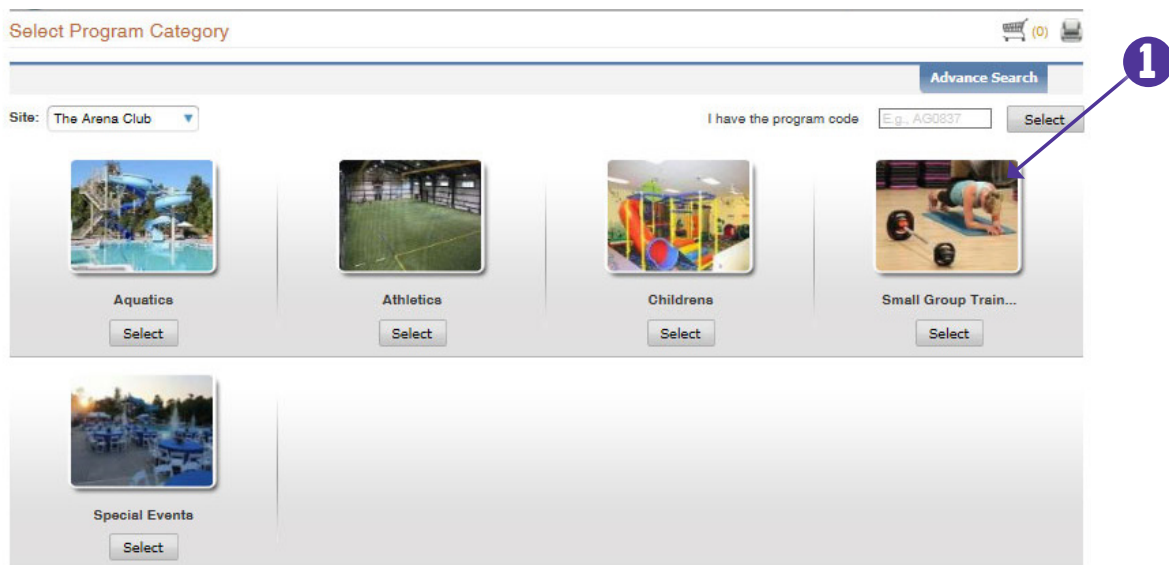


3. Click the “back” button to go to previous screen.

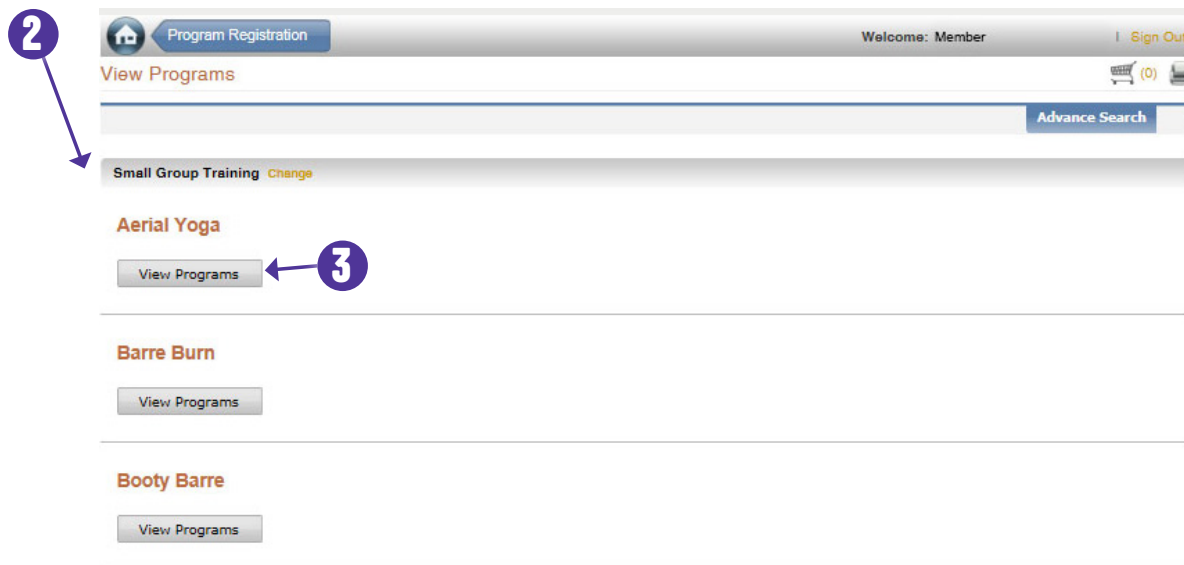
4. Click the “X” button to go back to the home screen.

## Program Registration

When you click on the “Program Registration” button a screen appears with the following options:



1. Choose the category you want to register for. For this example, we'll use “Small Group Training.”
2. You will then see a list of the programs that fall under Small Group Training.
3. For this example, we will use “Aerial Yoga.” Click on “view programs” under Aerial Yoga.



## Program Registration (con't)

4. Review class times/options and click on "Add to Cart."

**Aerial Yoga**

Hide Programs

Aerial Yoga December - AY4 - Tuesday 12 pm- 1 pm			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	Tu	Instructor(s):	Kimberly D.
Times:	12:00 PM - 1:00 PM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			

Aerial Yoga December - AY5 - Tuesday 5 pm- 6 pm			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	Tu	Instructor(s):	Kimberly D.
Times:	5:00 PM - 6:00 PM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			

Aerial Yoga December - AY6 - Wednesday 9:30 am- 10:30 am			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	W	Instructor(s):	Kimberly D.
Times:	9:30 AM - 10:30 AM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			

5. You will then be presented with the class waiver. Choose "continue" to be taken to a payment page. You will be prompted to input payment information to complete the transaction.

**Aerial Yoga**

Hide Programs

Aerial Yoga December - AY4 - Tuesday 12 pm- 1 pm			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	Tu	Instructor(s):	Kimberly D.
Times:	12:00 PM - 1:00 PM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			

**View Program - Waiver**

AERIAL YOGA CONSENT FORM  
THE ARENA CLUB

Participation in Omgym aerial classes includes, but is not limited to, performing various suspended yoga postures and/or suspended strength training. Yoga postures, or asanas, are designed to exercise every part of the body---stretching and toning the muscles and joints, the spine and the entire skeletal system. They also work on the internal organs, glands and nerves. Yoga incorporates sustained stretching to strengthen muscles and increase flexibility.

Cancel Continue

Aerial Yoga December - AY5 - Tuesday 5 pm- 6 pm			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	Tu	Instructor(s):	Kimberly D.
Times:	5:00 PM - 6:00 PM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			

Aerial Yoga December - AY6 - Wednesday 9:30 am- 10:30 am			
Join Personal Trainer and Aerial Fitness Instructor Kim DeAngelis for a unique yoga suspension training program!			
Reg. Dates:	12/1/2013 - 12/31/2014	Program Dates:	12/2/2014 - 12/30/2014
Days of Week:	W	Instructor(s):	Kimberly D.
Times:	9:30 AM - 10:30 AM	Location(s):	Studio 3
# of Meetings:	5		
(0 of 0 seats available)			
View Detail Tell a Friend Add to Cart			



## Group Fitness Registration

1. From the main menu, click "Group Exercise."



2. You may select various options such as "category" to narrow down to classes that are good for all levels, advanced levels, aquatic classes, or mind/body classes.

3. You may click to view the schedule for "today" or "tomorrow."

4. Click on "select" to register for a class time.

The screenshot shows the 'Group Exercise' page. At the top, there's a 'Group Exercise' button. Below it, the 'Class Schedules' section is visible. The 'Selected Criteria' section includes filters for Site (The Arena Club), Category (All Categories), Class (All Classes), Sort By (Start Time), and Member/Guest (Members). A 'Date' selector shows '10/20/2014' with 'Today' and 'Tomorrow' buttons. A circled '2' points to the 'Category' dropdown, a circled '3' points to the 'Date' selector, and a circled '4' points to the 'Select' button in the class list.

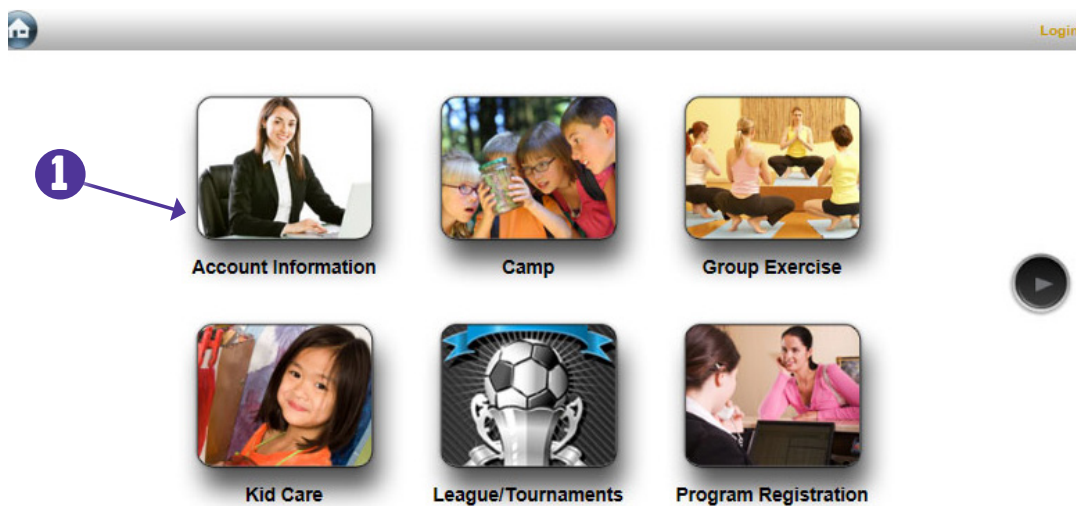
	Start Time	End Time	Class	Location	\$	Capacity	Category
Select	05:30 AM	06:30 AM	PUMP/CXWORX	Studio 1			Advance Level
FULL	08:00 AM	08:45 AM	Tapout H2O	TBA			Aquatic
FULL	09:00 AM	09:45 AM	Walk & Sculpt	Therapy Pool Side A			Aquatic
Select	09:15 AM	10:15 AM	BodyPump	Studio 1			All Levels
FULL	09:15 AM	10:30 AM	Step I.T.	Studio 2			All Levels
Select	09:15 AM	10:00 AM	Cycle Road Trip	Cycling Studio			All Levels
FULL	09:30 AM	10:15 AM	Tabata	Indoor Side B			Advance Level
FULL	10:30 AM	11:15 AM	Pilates Mat	Studio 2			Mind Body

5. You will be prompted with a waiver, to which you must click "I agree." A message will appear on the screen reading, "Thank You" after you have successfully registered.

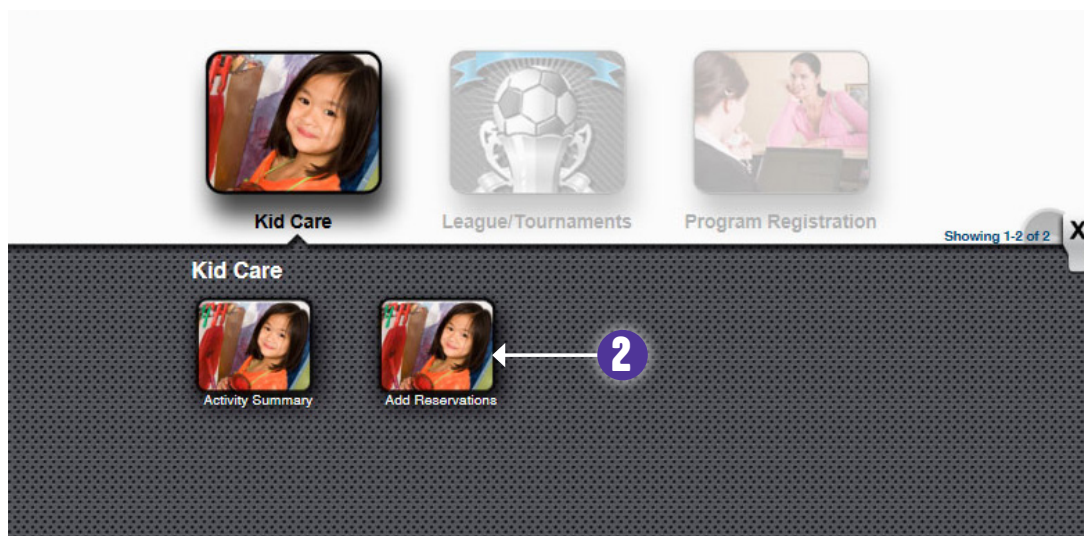
## Kid Care Reservations

1. From the main menu, click "Kid Care."

*Please note: In order to make a kid care reservation, the child MUST have a birth date registered in the system. If they do not, you will not be able to get beyond step #2 (Please call us at 410-734-7300 if you need to have a birth date entered in for your child.)*



2. Choose "Add Reservations."



## Kid Care Reservations (con't)

3. Enter the date and choose the time that you wish to make a reservation.
4. Click the "duration" drop down menus and choose the hours and minutes of the reservation (you may select up to 1 hour and 30 minutes).
5. Click on "assign room" below the child's name that you want to register.


The screenshot shows the 'Kid Care Reservations' form. At the top, there are fields for 'Site' (The Arena Club), 'Date' (10/22/2014), 'Start Time' (10:49 AM), 'End Time' (10:49 AM), and 'Duration' (00 hrs 00 Min). A 'View Booking Rules' button is below these fields. The 'Number of children(s)' is set to 1. Below this, there are two child profiles: 'John Smith' and 'Jane Smith', each with a placeholder image and an 'Assign Room' button. A 'Complete Reservation' button is at the bottom right. Numbered callouts point to specific elements: '3' points to the 'Start Time' field, '4' points to the 'Duration' dropdown, and '5' points to the 'Assign Room' button for John Smith.

6. Checkmark the room you want to reserve.
7. Click "select."

The screenshot shows the 'Kid Care Reservations' form with a 'Select Room' modal open. The modal has a yellow header with a warning icon and the text 'There are multiple rooms available. Please select one.' Below this, there is a list of rooms: 'Infant Room (Age...)' with a duration of '0 yr 0 mth - 0 yr 0 mth' and a green checkmark, 'Arena Kids Room ...' with a duration of '0 yr 0 mth - 0 yr 0 mth', 'Toddler Room (Ag...)' with a duration of '0 yr 0 mth - 0 yr 0 mth', and 'Kid Zone Area (A...)' with a duration of '0 yr 0 mth - 0 yr 0 mth'. A 'Select' button is at the bottom right of the modal. Numbered callouts point to specific elements: '6' points to the green checkmark next to the 'Infant Room' and '7' points to the 'Select' button. The background shows the same form as the previous screenshot, but with the 'Assign Room' button for John Smith highlighted.

## Kid Care Reservations (con't)

8. Click on "complete reservation." A "thank you" message will appear, letting you know your reservation was successfully completed.

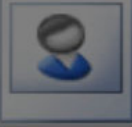
**Kid Care Reservations** 

Site: The Arena Club Date: 10/22/2014 Start Time: 10 49 AM End Time: 10:49 AM Duration: 00 hrs 00 Min

[View Booking Rules](#)


Number of children(s) : 1

**John Smith**  
Age:




☒ Assign Room

**Jane Smith**  
Age:



☐ Assign Room

**8** 

[Complete Reservation](#)