

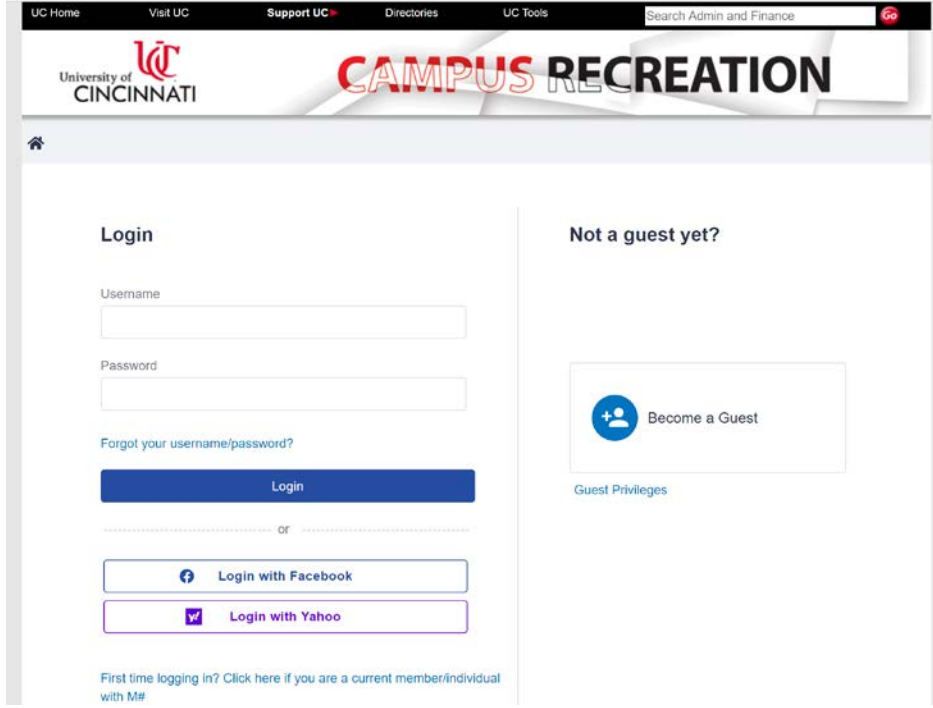
How to Make a Campus Recreation Fitness Floor Reservation

Reservation Guidelines

- You can schedule a reservation up to 3 days in advance
- Only one reservation per person per day
- Currently, only UC Faculty, Staff, and Students are permitted to make a reservation

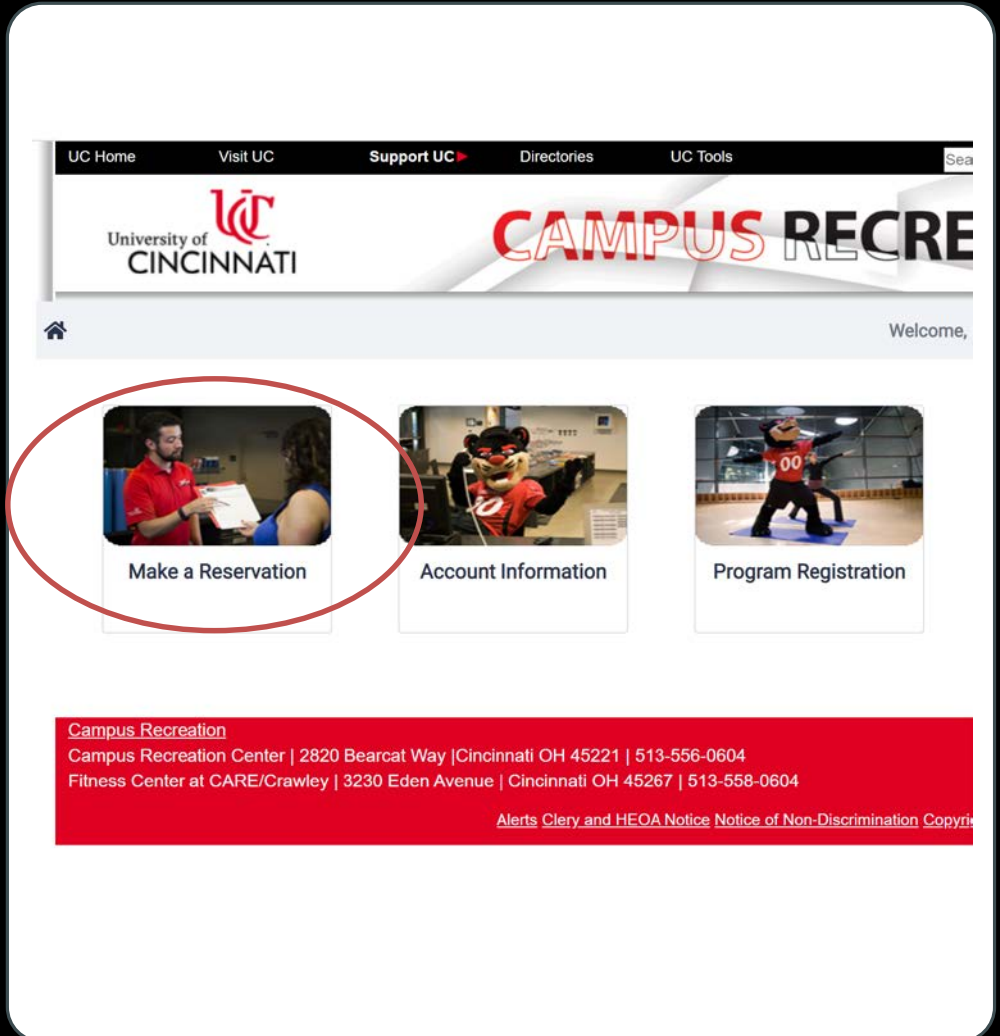
1. Log in to My Member Services

- Follow the link to **My Member Services** on [**uc.edu/campusrec**](http://uc.edu/campusrec). This can be found by clicking the **Membership** tab on the website.
- Log in with the username and password you created or create a new account by clicking the blue text at the bottom of the page.
- Faculty/Staff/Students will use their M# to create their account.

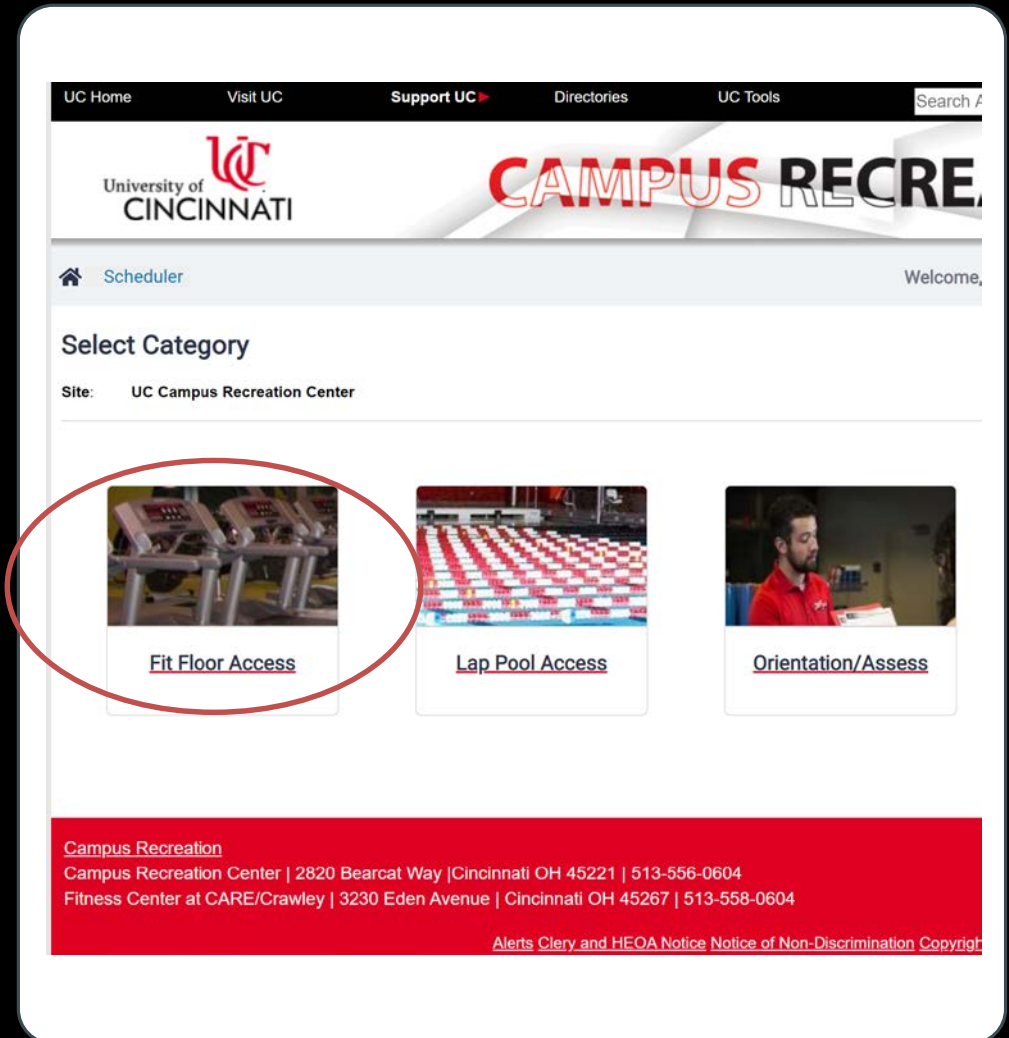


The screenshot shows the login page for the University of Cincinnati's Campus Recreation. The header includes navigation links: UC Home, Visit UC, Support UC, Directories, UC Tools, and a search bar for Admin and Finance. The main header features the University of Cincinnati logo and the text "CAMPUS RECREATION". The login section on the left has a "Login" heading, followed by "Username" and "Password" input fields, a "Forgot your username/password?" link, and a blue "Login" button. Below this is a section for social media logins: "Login with Facebook" and "Login with Yahoo". At the bottom of the login section, there is a link: "First time logging in? Click here if you are a current member/individual with M#". On the right side, there is a section titled "Not a guest yet?" with a "Become a Guest" button and a link for "Guest Privileges".

2. Click "Make a Reservation"



3. Click "Fit Floor Access"



The screenshot displays the University of Cincinnati Campus Recreation website. At the top, a navigation bar includes links for 'UC Home', 'Visit UC', 'Support UC', 'Directories', and 'UC Tools', along with a search bar. Below this is the University of Cincinnati logo and the 'CAMPUS RECREATION' title. A 'Scheduler' link is visible in the header. The main content area is titled 'Select Category' and shows the 'Site: UC Campus Recreation Center'. Three category tiles are presented: 'Fit Floor Access' (featuring a photo of treadmills and circled in red), 'Lap Pool Access' (featuring a photo of pool lanes), and 'Orientation/Assess' (featuring a photo of a staff member). A red footer bar contains contact information for the Campus Recreation Center and the Fitness Center at CARE/Crawley, along with links to 'Alerts', 'Clery and HEOA Notice', 'Notice of Non-Discrimination', and 'Copyright'.

UC Home Visit UC Support UC Directories UC Tools Search


University of CINCINNATI


CAMPUS RECREATION


Scheduler Welcome,

Select Category

Site: UC Campus Recreation Center

 Fit Floor Access

 Lap Pool Access

 Orientation/Assess

Campus Recreation
Campus Recreation Center | 2820 Bearcat Way | Cincinnati OH 45221 | 513-556-0604
Fitness Center at CARE/Crawley | 3230 Eden Avenue | Cincinnati OH 45267 | 513-558-0604

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4. Choose a workout start time/duration

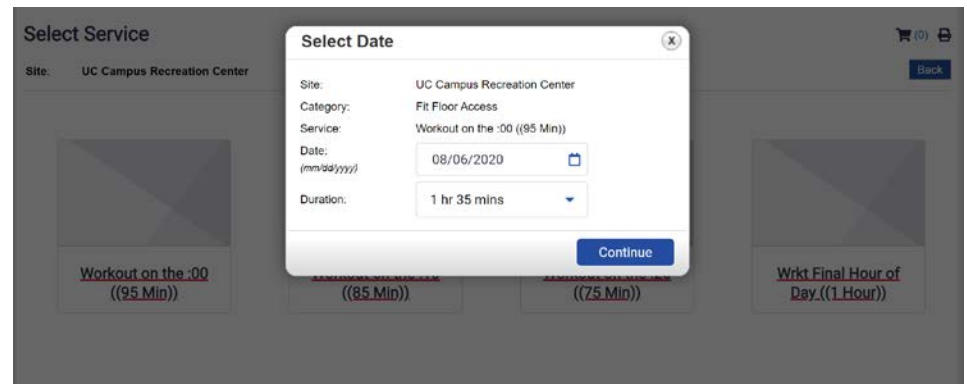
- Reservations can be made for 3 different time slots of the day
- Starting at the top of the hour (:00) the member will get 95 minutes in the facility (from the start of the time you signed up), :10 gets the member 85 minutes, :20 gets 75 minutes
- The final hour can only be reserved at the end of the night Monday-Friday

The screenshot displays a web interface for selecting a service. At the top, it says 'Select Service'. Below this, the site is identified as 'UC Campus Recreation Center' and the category is 'Fit Floor Access'. There are icons for a shopping cart (0) and a back button. Four service options are listed, each with a placeholder image and text indicating the workout duration and total time available:

- Workout on the :00 ((95 Min))
- Workout on the :10 ((85 Min))
- Workout on the :20 ((75 Min))
- Wrkt Final Hour of Day ((1 Hour))

5. Choose the desired date and click "Continue"

- Members can only reserve **up to 3 days in advance**, and **only one reservation per day**



The screenshot displays a web interface for selecting a service. The main page is titled "Select Service" and shows the site as "UC Campus Recreation Center". A modal window titled "Select Date" is open, allowing the user to choose a date and duration. The modal contains the following information:

- Site: UC Campus Recreation Center
- Category: Fit Floor Access
- Service: Workout on the :00 ((95 Min))
- Date: 08/06/2020 (with a calendar icon)
- Duration: 1 hr 35 mins (with a dropdown arrow)

A "Continue" button is located at the bottom right of the modal. In the background, several service options are visible, including "Workout on the :00 ((95 Min))", "Wrkt Final Hour of Day ((1 Hour))", and others, each with a duration in parentheses.

6. Select the Service, Resource, and Duration and click "Search"

- By clicking ***select all***, you will see all available workout times. This may be a quicker option.

Make a Reservation

Site: UC Campus Recreation Center

Category: Fit Floor Access

Date: 08/06/2020

Preferred Time of Day: ALL

Service	Resource	Duration
Workout on the :00 ((95 Min))	Search Resource	1 hr 35 mins
Workout on the :10 ((85 Min))	Fitness Floor spot 1	
Workout on the :20 ((75 Min))	Fitness Floor spot 10	
Wrkt Final Hour of Day ((1 Hour))	Fitness Floor spot 11	
	Fitness Floor spot 12	

Select All

Clear

Search

Selected Date: 08/06/2020

List View

Calendar View

7. Select the preferred time and Add to Cart

Service

Workout on the :00 ((95 Min))
Workout on the :10 ((85 Min))
Workout on the :20 ((75 Min))
Wikt Final Hour of Day ((1 Hour))

Resource

Search Resource

Fitness Floor spot 1
Fitness Floor spot 10
Fitness Floor spot 11
Fitness Floor spot 12

Select All

Clear

Duration

1 hr 35 mins

Search

Selected Date: 08/07/2020

List View

Calendar View

Please select one of the following available schedules:

From	To	Resource	
06:00 AM	07:35 AM	Fitness Floor spot 1	<div>Add to Cart</div>
08:00 AM	09:35 AM	Fitness Floor spot 1	<div>Add to Cart</div>
10:00 AM	11:35 AM	Fitness Floor spot 1	<div>Add to Cart</div>
12:00 PM	01:35 PM	Fitness Floor spot 1	<div>Add to Cart</div>
02:00 PM	03:35 PM	Fitness Floor spot 1	<div>Add to Cart</div>
04:00 PM	05:35 PM	Fitness Floor spot 1	<div>Add to Cart</div>
06:00 PM	07:35 PM	Fitness Floor spot 1	<div>Add to Cart</div>

Page 1 of 1

8. Review and click "Continue"

The screenshot shows a booking interface with a modal window titled "Booking Details". The modal displays the following information:

- Site: UC Campus Recreation Center
- Category: Fit Floor Access
- Service: Workout on the :00 ((95 Min))
- Resource: Fitness Floor spot 1
- Date: 08/07/2020
- Time: 6:00 AM - 7:35 AM
- Series Sales Available (Emily Piercy): 0
- Adjusted Series Sales Available* (Emily Piercy): 0

Below the details, a note states: "This total includes sessions that have yet to be redeemed for unpaid reservations." A "Continue" button is located at the bottom right of the modal.

The background interface includes a "Service" dropdown with options: "Workout on the :00 ((95 Min))", "Workout on the :10 ((85 Min))", "Workout on the :20 ((75 Min))", and "Wkt Final Hour of Day ((1 Hour))". The "Resource" dropdown is open, showing "Fitness Floor spot 1", "Fitness Floor spot 10", "Fitness Floor spot 11", and "Fitness Floor spot 12". The "Duration" field shows "1 hr 35 mins". There are "Select All" and "Clear" buttons below the resource dropdown. A "Search" button is on the right. Below the modal, a table shows a schedule of sessions with columns for "From", "To", "Resource", and "Add to Cart".

From	To	Resource	Add to Cart
06:00 AM	11:35 AM	Fitness Floor spot 1	Add to Cart
08:00 AM	01:35 PM	Fitness Floor spot 1	Add to Cart
10:00 AM	03:35 PM	Fitness Floor spot 1	Add to Cart
12:00 PM	05:35 PM	Fitness Floor spot 1	Add to Cart
02:00 PM	07:35 PM	Fitness Floor spot 1	Add to Cart
04:00 PM			Add to Cart
06:00 PM			Add to Cart

Page 1 of 1

9. Read waiver and click "Accept"

The screenshot shows a reservation system interface. At the top, there are three columns: 'Service', 'Resource', and 'Duration'. The 'Service' column lists options like 'Workout on the :00 ((95 Min))', 'Workout on the :10 ((85 Min))', 'Workout on the :20 ((75 Min))', and 'Wkt Final Hour of Day ((1 Hour))'. The 'Resource' column has a search bar and a list of 'Fitness Floor spot' options (1 through 12). The 'Duration' column shows '1 hr 35 mins'. Below these columns are 'Select All' and 'Clear' buttons. A 'Search' button is on the right. A 'Selected Date: 08/07/2020' is displayed, followed by the prompt 'Please select one of the following'. Below this is a table with a 'From' column and a list of times from 06:00 AM to 06:00 PM. To the right of the table are 'Add to Cart' buttons. A 'List View' and 'Calendar View' toggle is also present. A 'Schedule Waiver' modal is open in the center, containing text about reservation policies and 'Cancel' and 'Accept' buttons. The page number 'Page 1 of 1' is at the bottom left.

Service	Resource	Duration
Workout on the :00 ((95 Min))	Search Resource	1 hr 35 mins
Workout on the :10 ((85 Min))	Fitness Floor spot 1	
Workout on the :20 ((75 Min))	Fitness Floor spot 10	
Wkt Final Hour of Day ((1 Hour))	Fitness Floor spot 11	
	Fitness Floor spot 12	

Select All Clear

Search

Selected Date: 08/07/2020

Please select one of the following

From
06:00 AM
08:00 AM
10:00 AM
12:00 PM
02:00 PM
04:00 PM
06:00 PM

Add to Cart

List View Calendar View

Page 1 of 1

Schedule Waiver

Reservations last 95 minutes from the registration start time, regardless of the member's arrival time. Members will be asked to leave 1 hour and 35 minutes after the original start time. Masks are to be worn at all times. If you cannot wear a mask due to a medical condition, face shields are required. Please have your ID ready when you come into the rec center, and social distance in the lobby before checking in. We look forward to seeing you!

Cancel Accept

10. Select the member that you want to make the reservation for, select host, and click "Continue to Cart" to complete the reservation or "Continue Shopping" to add a reservation on another day

- Note: Dependents do not have access to the rec center at this time

Add Family Member(s) 🛒 (0)

Current Schedule Details

Service: Workout on the :00 ((95 Min))
Date: 08/07/2020 06:00 AM to 07:35 AM
Provider:
Resource: Fitness Floor spot 1
Min# of Participants: 1

<input checked="" type="checkbox"/>	Name	Relationship	Select Host
<input checked="" type="checkbox"/>	Emily Piercey	Main	<input checked="" type="radio"/>

[Back](#) [Continue Shopping](#) [Continue to Cart](#)

Campus Recreation
Campus Recreation Center | 2820 Bearcat Way | Cincinnati OH 45221 | 513-556-0604
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11. Your reservation is complete.

You should receive an email reminding you of your reservation time and date.

Please be courteous to fellow members and cancel any reservation you will not be able to make. Instructions linked on the website.

Schedule List - Current Schedule

**Thank You!**
You have made a booking for "Workout on the :10 ((85 Min))" on "UC Campus Recreation Center" for August 07 2020 (12:10 PM - 01:35 PM)

Participant Details

Member	Series Sales Available	Adjusted Series Sales Available*	Credit Card Guarantee	Member/Guest	Action
Emily J Piercey	Q	Q		Member	Remove

[Back](#) [Add Member to this Schedule](#) [Cancel Schedule](#)

*This total includes sessions that have yet to be redeemed for unpaid reservations.

Campus Recreation

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