

How to create Club sessions using 'Range of Sessions'

1. After creating your club, click the 'Edit' symbol.
2. Select 'Range of Sessions'.
3. Enter the date range that your club will be running between, select the days of the week the club will be running on, and enter the times that the club will be running between.

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Sessions

Create individual sessions for this club to manage attendance by session. Once published, each session will be visible in the calendar.

* Mode:
 Choose to allow users to request a place on individual sessions.

Reveal: Yes No
 Choose to reveal the true status of requests to users. Users will see their request as Pending until revealed.

* Sessions: No session created.

Individual sessions | Range of sessions

* Date Range:

* Weekdays: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

* Start Time:

* End Time:

4. Click 'Add Sessions' to create your club sessions.
5. Use the 'Individual Sessions' tab to add additional sessions without disrupting your created club sessions. Simply select the date and time of the additional day, and click 'Add Session'.
6. Click 'Save'.