

A SIMPLE GUIDE TO REGISTERING FOR ONLINE BOOKING!

If you're anything like us, you might find using new technology a bit confusing to start with, and you're not quite sure if you're doing the right thing or pressing the right buttons!

So to support you with our new system, we've produced this guide to give you a helpful point in the right direction to get you started, and provide you with instant access to planning your sport and exercise activities online!

HOW TO REGISTER

If you are using this new system for the first time you will need to register so that it can link you to an existing profile that was created on our old booking system, or if you are new to Active Nation, set up a new profile. Each step is slightly different, so please select the situation that best matches you:

A) If you have a profile already registered on the Active Nation system either at your local venue or on our old online booking system:

- On the main login screen select the "Register And Link" button.

The screenshot shows the Active Nation website's login and registration interface. At the top, the 'ACTIVE NATION' logo is on the left, and social media icons for Facebook, Twitter, YouTube, Google+, Instagram, and Pinterest are on the right. Below the logo is a purple bar with a 'LOG IN' button. The main section is titled 'LOGIN' and contains a form with two input fields: 'My Email Address' and 'My Password'. Below these fields are links for 'New user? Please take a moment to [Register](#)' and 'Forgotten your password? [Reset My Password](#)'. A 'LOGIN' button is positioned to the right of the password field. Below a dashed line, there is a section titled 'I have a membership but have never used this website'. It contains text explaining that users with a membership but new to the site should click 'register and link', and a 'REGISTER AND LINK' button. A red arrow points to this button. Below this section, there is another section titled 'I don't have a membership or use this leisure centre' with a 'SIGN UP' button. At the bottom, a footer contains copyright information and links to 'Privacy Policy' and 'Terms & Conditions'.

- Now click on the “Members” button.
- Now enter the barcode on the back of your Supporter Card, and click “Verify”. If you don’t have a Supporter Card, please ask for one next time you are at your nearest Active Nation venue...they’re free!

ACTIVE NATION

LOG IN

REGISTRATION

Registration

If you have a membership, and know your barcode, and would like to start using the online services, enter your membership details below and the email address you would like to use for your online account.

Please enter your membership barcode

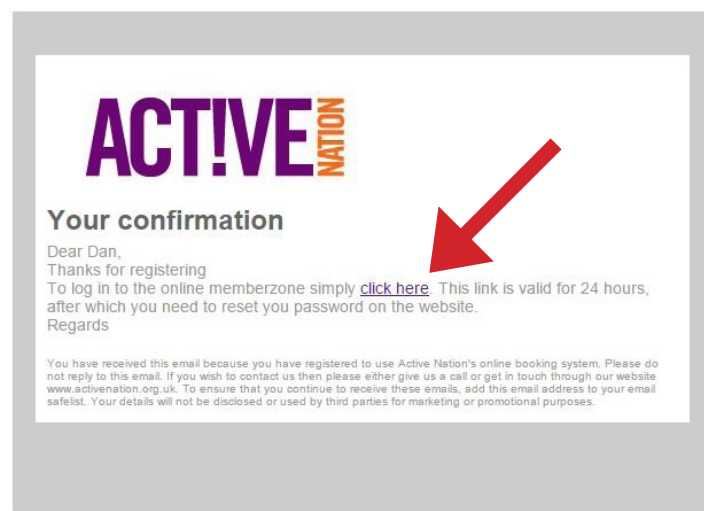
Membership Barcode *

VERIFY

Existing user? [Login here.](#)

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- The registration process will now be completed, and you will be emailed your login details. The email should arrive instantly, but if for some reason you can’t see the verification in your email inbox, please check your spam inbox to see if it has gone into there, or ensure that we have the correct email registered for you.
- The email you receive will be from “noreply@legendware.co.uk”, click on the link in the email and then create a password when prompted. You’ll now have access to online booking.



B) If you are a new Supporter and we don't currently have any of your details registered at one of our venues or online:

- On the main login screen select the "Sign Up" button.

- Now complete the registration page with your personal details, and once complete press "Next Step" at the bottom of page. This will lead you to a confirmation page.
- The registration process will now be completed, and you will be emailed your login details. The email should arrive instantly, but if for some reason you can't see the verification in your email inbox, please check your spam inbox to see if it has gone into there instead. The email you receive will be from "noreply@legendware.co.uk".
- When you receive the email, click on the link and then create a password when prompted. You'll now have access to online bookings.

