



CREATE AN ACCOUNT FOR RESERVATIONS

You must create an account prior to making a reservation.

STEP 1

Select the blue **REGISTER NOW** text.

This is not the same as your membership (Daxko) account that you use to sign up for Swim Lessons, Youth Sports, etc.

STEP 2

Enter your name, email address and new password.

There is no cost for this account.

NOTE: If a staff member has reserved a class for you prior to you setting up your account, your account will only be partially created.

It will have your name and email but not a password.

In that case, you will need to click **FORGOT MY PASSWORD** and follow the instructions on the email that is sent.

When you reserve a spot in a class, you will be emailed a confirmation.

You can use that email to cancel your reservation if needed.

You can also cancel from the class schedule (see **CANCELING A CLASS on page 5**).

You will be **emailed** if there are any changes to the class.

When a spot opens the first person on the waitlist will be automatically moved in and sent a confirmation email at least 1 hour before class.

Eugene Family Y

Login

Don't have an account? [Register Now](#)

Email

Password

[Forgot Password?](#)

Login

First Name

Last Name

Email

Password

Confirm Password

Password must be minimum of 4 characters

Create My Account and Login



RESERVING YOUR SPOT ON THE WEBSITE

You can access the schedule to register for a class on our website from the **SCHEDULES** page.

Group Fitness SCHEDULE & RESERVATIONS

STEP 1

You will click the green **RESERVATION** link buttons.

Use the filters to find the days/times/classes you are looking for.

Tuesday, January 25						
6:15am-7:15am	Adult Aikido Martial Arts	Kit M.	General Movement Center	See More ▾	12 of 15 open	Sign Up
8:00am-9:00am	Hatha Yoga Hatha / Flow Yoga	Amber L.	General Meading Room			Join Waitlist
9:00am-10:00am	PiYo™ Yoga Fusion	Brynne Blevins A.	General Movement Center			Sign Up
9:15am-10:15am	Taiji Tai Chi	Lin Lin C. sub	General Beck Center	See More ▾	4 of 13 open	Sign Up
10:15am-11:15am	Strength & Stretch Low Impact Strength	Kim M.	General Movement Center	See More ▾	1 of 15 open	Sign Up

STEP 2
Click the **SIGN UP** button (or **JOIN WAIT LIST** if the class is full).

STEP 3

LOGIN to your account
(see the **CREATING AN ACCOUNT** on **PAGE 1**)

STEP 4

Click the **SIGN UP** button and you are set.

A confirmation email will be sent to the address you entered.



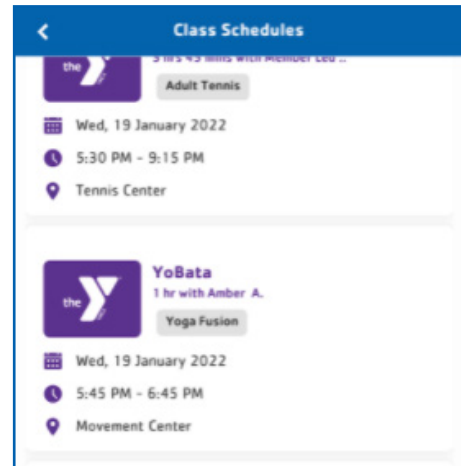
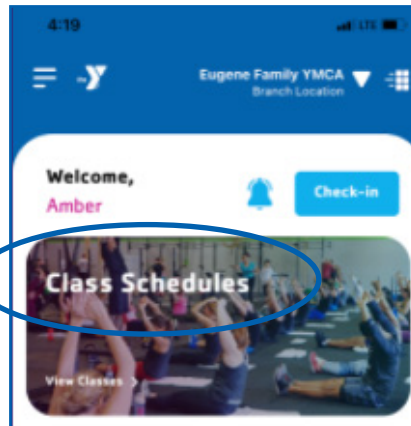
RESERVATIONS USING UNIVERSAL Y APP

STEP 1

Open the Y app.

STEP 2

Click **CLASS SCHEDULES** and scroll to find a class to reserve.



STEP 3

Tap the blue **JOIN CLASS** button at the bottom to proceed.

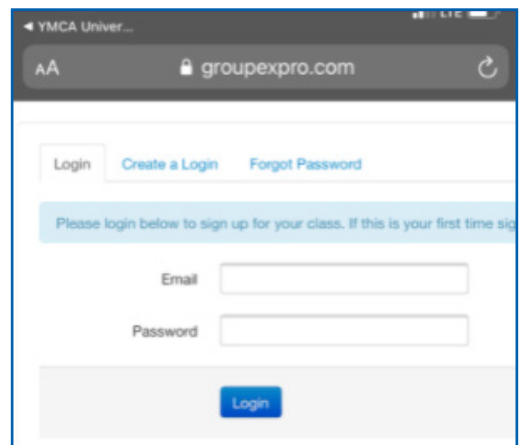
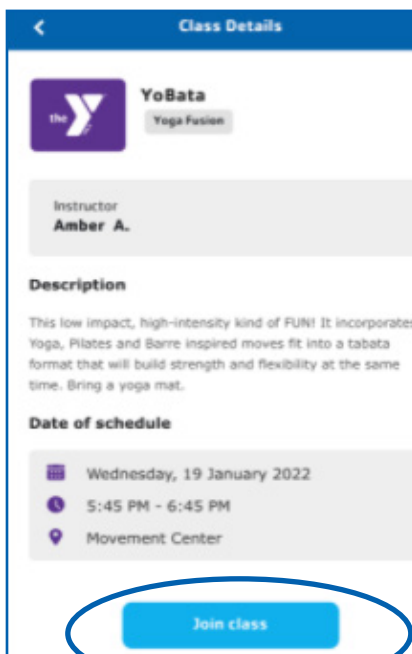
This will take you directly to a web browser tab on your mobile device.

STEP 4

LOGIN to your account (see **CREATING AN ACCOUNT** on page 1)

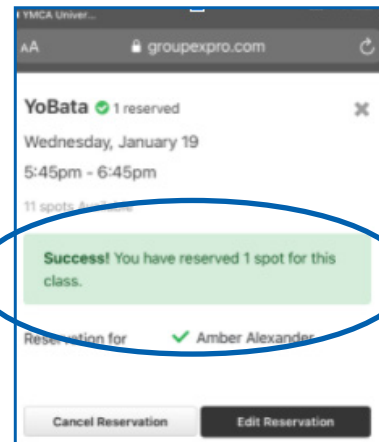
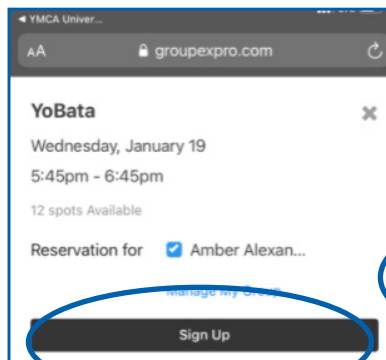
STEP 5

Enter your login credentials and tap the blue **LOGIN** button.



STEP 6

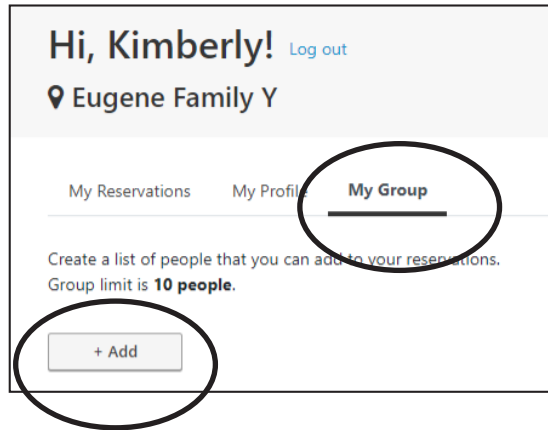
Once logged in, press the black **SIGN UP** button.



You will see a green box appear that says **SUCCESS!**



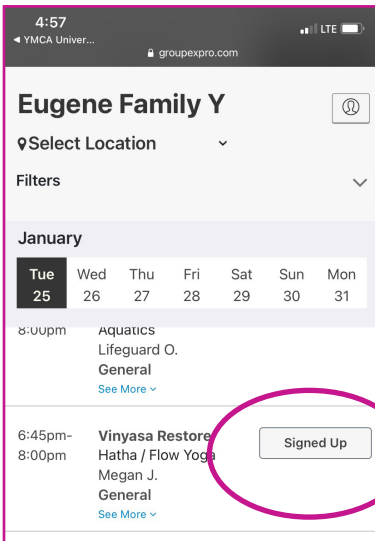
ADDING FAMILY MEMBERS TO YOUR GROUP



Whenever you are signed in to your account you can also add family members by clicking **MY GROUP**.

This allows you to make reservations for them to join you!

CANCELING A RESERVATION

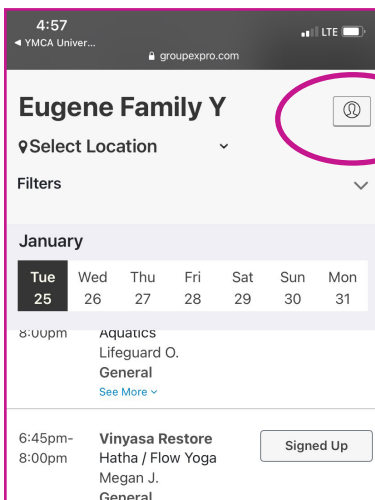
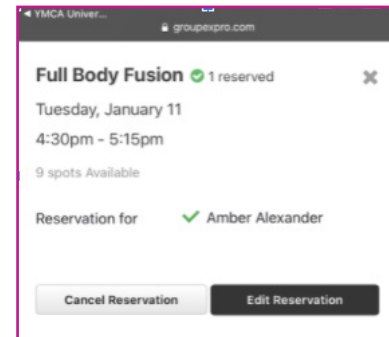


OPTION 1

To cancel a class reservation through the app or from the schedule accessed through our website you'll need to be signed in to your account.

Any class you have reserved a spot in will say **SIGNED UP** on the schedule.

If you click on the **SIGNED UP** button you'll see your reservation and have the option to **CANCEL**.



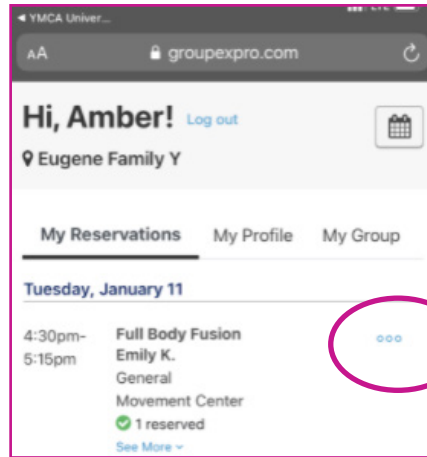
OPTION 2

From the schedule, you can sign in to your account by clicking the head icon on your mobile device, or the **MY RESERVATIONS** in your web browser, both will be in the upper right corner of your screen.

Once logged in you will see all your reservations and other account tabs. (see **ADDING FAMILY MEMBERS** above)

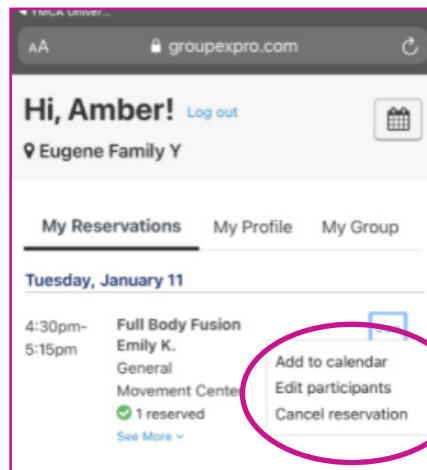


continued—**CANCELING A RESERVATION**



OPTION 3

When you are looking at your reservations you can click on the **THREE DOTS** next to the reservation and a drop-down menu will give you the option to cancel.



You can also cancel your reservation by going to your **CONFIRMATION EMAIL** and following the link within the email to cancel.