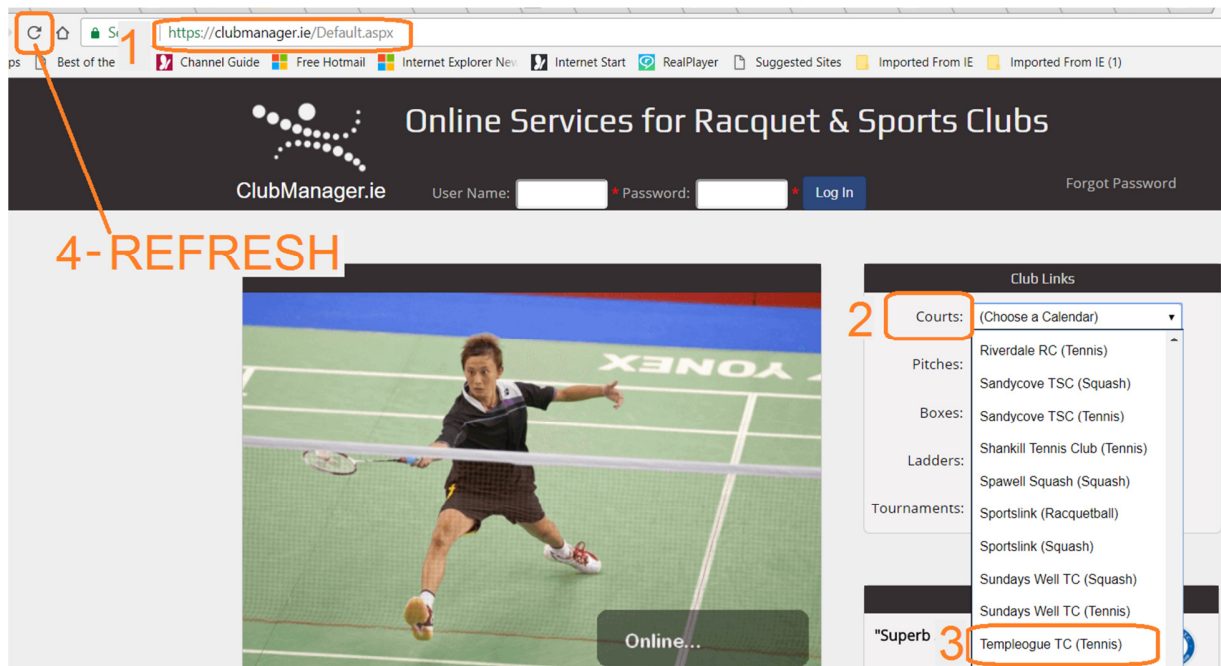


HOW TO CHECK IN TO ONLINE BOOKING SYSTEM:

Getting started -- Turn on PC. Password for PC login screen = 'themorgue'. Start 'Internet Explorer'



TO INVOKE CHECK IN SYSTEM --

1) Go to url: 'www.clubmanager.ie'

NOTE: DO NOT LOGIN TO CLUB MANAGER!!!

2) Go to 'Courts' (on top right hand 1/4 of screen)

3) Select 'TEMPLEOGUE TC'

4) Bookings available for check in will be GREEN;
-if they are not GREEN, do a REFRESH

To CHECK-IN

5) Select your booking (in GREEN) and it will show you ALL players booked

6) Enter password for the player selected

7) This will check in ALL players for this booking.