

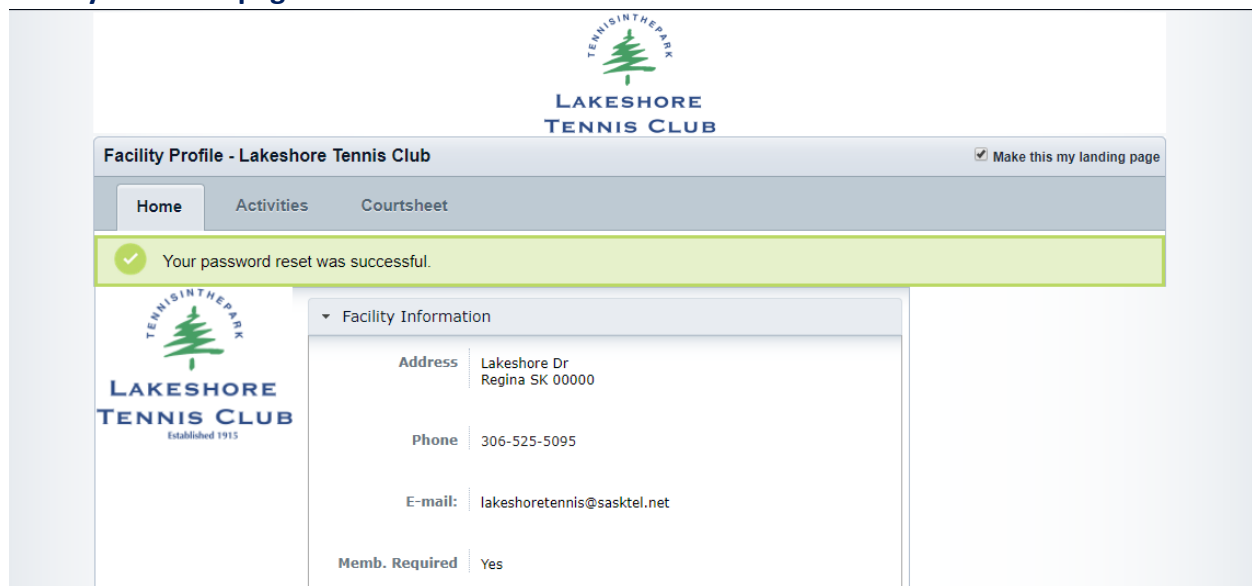
## How to: Sign Up for Instant Tennis

Registering for Instant Tennis is the same for members and non-members. However, non-members must create a guest account before registering, while members can register from the account they have already created. Please follow the steps below to register for Instant Tennis online. This process will result in making an online payment. If you do not wish to make a credit card payment, you can register in the clubhouse during office hours.

For a step by step guide of how to create an account, please read the 'How To Create a New Account' guide. When selecting membership, select Guest, and finish the registration process. Then return to step one of this guide.

### Step 1.

From your home page on 10sPortal select 'Activities'.

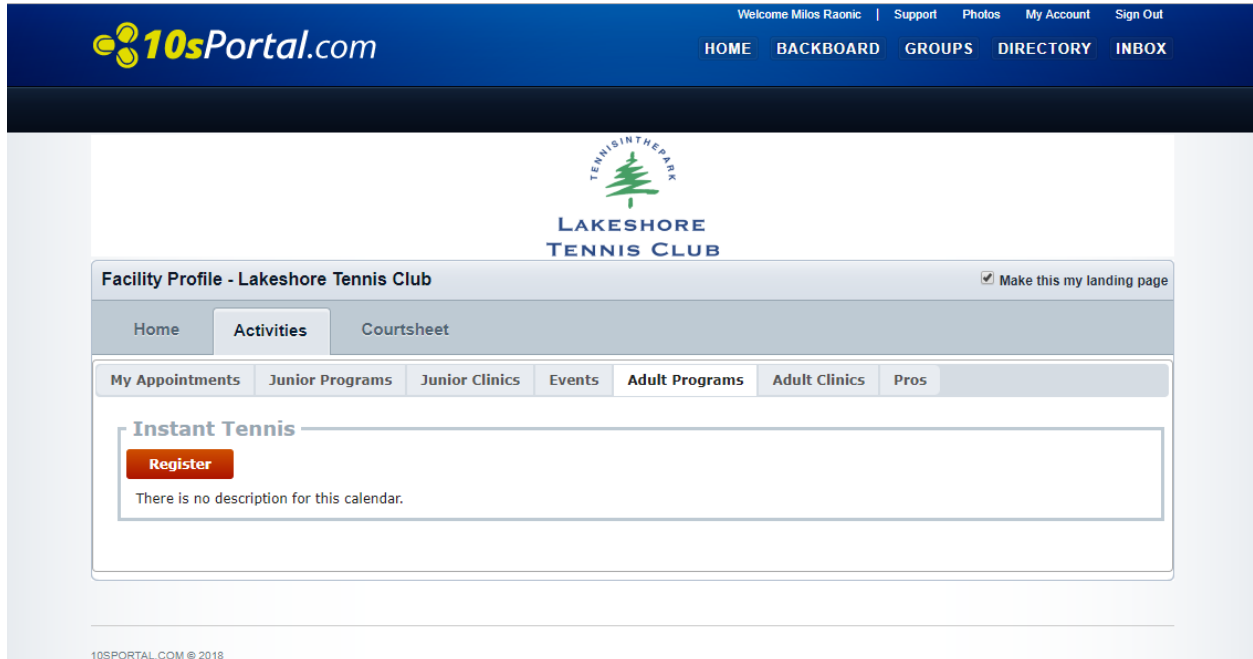


The screenshot displays the 'Facility Profile - Lakeshore Tennis Club' page. At the top, the club's logo and name are visible. Below the header, there is a navigation menu with 'Home', 'Activities', and 'Courtsheet' options. A green notification bar indicates 'Your password reset was successful.' The main content area features a 'Facility Information' section with the following details:

Address	Lakeshore Dr Regina SK 00000
Phone	306-525-5095
E-mail:	lakeshoretennis@sasktel.net
Memb. Required	Yes

Step 2.


From Activities select Adult Programs. This will bring up the start of the Instant Tennis registration process. Hit the red Register button.



The screenshot shows the 10sPortal.com website interface. At the top, there is a blue navigation bar with the 10sPortal.com logo on the left and user options (Welcome Milos Raonic, Support, Photos, My Account, Sign Out) and site navigation (HOME, BACKBOARD, GROUPS, DIRECTORY, INBOX) on the right. Below the navigation bar is the Lakeshore Tennis Club logo and name. The main content area is titled "Facility Profile - Lakeshore Tennis Club" and includes a "Make this my landing page" checkbox. There are three tabs: "Home", "Activities", and "Courtsheet". Under the "Activities" tab, there are sub-tabs: "My Appointments", "Junior Programs", "Junior Clinics", "Events", "Adult Programs", "Adult Clinics", and "Pros". The "Adult Programs" sub-tab is selected, showing a section for "Instant Tennis" with a red "Register" button and the text "There is no description for this calendar." At the bottom left, there is a copyright notice: "10SPORTAL.COM © 2018".

### Step 3.

This step has a series of 5 questions to help you register for the class. The first of which will be confirming which member on your account will be attending. If there is only one member on the account there will only be one option.



TENNIS IN THE PARK  
LAKESHORE  
TENNIS CLUB

Adult Programs - Instant Tennis

Registration Form

Step 1 - Who is attending the class?

Select the class attendee...

Milos Raonic

Rafael Nadal

This step will bring up each new question automatically after answering the prior question. Select Tuesday and Thursday as the days in which you are interested as those are the dates Instant Tennis takes place. You can then select which Instant Tennis session you want to attend and confirm you can make all days. Then select the Instant Tennis package and click submit.

**Step 2 - Select the days in which you are interested**

Sunday  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday

**Step 3 - Select an available series**


Tue. 05/15/18 - Thu. 05/24 || Instant Tennis-Session 1

**Step 4 - Select the available days to attend**

**Tuesdays at 5:30P**  
10 open spots

**Thursdays at 5:30P**  
10 open spots

**Denise Fernandez**

 If classes are full, please contact Lakeshore Tennis Club at 306-525-5095.

**Step 5 - What package do you want to buy?**

Instant Tennis-Member - 75.00

**Next**

## Step 4.

You will now enter the payment screen. Enter your credit card information and click 'Make Payment'. This will register you for the session selected, and the Instant Tennis registration process is complete.

### Program Payment Form

#### Purchaser

Milos Raonic  
PO Box 293 Stn Main Regina, Saskatchewan S4P 3A1

Lakeshore Tennis Club  
Lakeshore Dr Regina, SK 00000  
306-525-5095  
<http://www.lakeshoretennisclub.ca/>

#### Cart Contents

ATTENDEE NAME	PROGRAM	AMOUNT
Milos Raonic	Instant Tennis - Instant Tennis-Member (05/15/2018 - 05/24/2018)	75.00

#### Payment Method

Credit Card ▼

Milos Raonic

Card Number

mm/yyyy

CVV

**Make Payment**