MEMBER SERVICES
Homework: Practice in WAC+

Top Navigation Bar

- ☐ **Check in** at the club using the Barcode
  Practice scanning and verifying family member barcodes (swiping left/right).

- ☐ View possible **messages**
  Locate and read in-app messages.

- ☐ View possible **notifications**
  Find and review app notifications.

Home

- ☐ Change your home **location**
  Update the account's default club.

Account

- ☐ Adjust **notifications**
  Customize what notifications are received.

- ☐ Turn on **Geo-notifications** and visit the club
  Test location-based alerts. This can be turned off after testing if desired.

- ☐ View **transaction history**
  Review recent orders and purchases.

SCH Web Portal

- ☐ **Link a new member** in WAC+
  Walk through the process on how to link a new member.

- ☐ **Merge** duplicate accounts in WAC+
  Practice merging accounts.

Programs

- ☐ **Book a Spot**
  Add yourself under "Manage Booking", search for your name.

- ☐ **View booked classes** from the Barcode page
  See which classes are tied to the account.

- ☐ **Mark attendance** from the Barcode page
  Practice confirming attendance within 2 hours of class (in the club).

- ☐ **Mark attendance** using the kiosk in the club
  Practice kiosk check-in within 2 hours of class.

- ☐ **Cancel a booked class** from the Barcode page
  Walk through how to release a spot.

- ☐ Use "Manage Booking" to **register a member for a class**
  Add someone to a class list.

- ☐ Use "Manage Booking" to **delete a member from a class**
  Remove someone from a class list.

- ☐ **Message** any class
  Send a message to class participants.

Name   Date Completed