

# HOW TO BOOK ONLINE

## STEP 1: Create an account

- [Click here](#) to open the online store.
- Enter your email address under 'Create an Account'
- Fill out your details and create a password.
- Check your inbox for an email from Mindbody to confirm your account.

The screenshot shows the user interface for the 'Healthy Connections Chermiside Online Store & Scheduler'. At the top right, there are navigation tabs for 'CLASSES', 'MY INFO', and 'ONLINE STORE'. The main content area is divided into two sections: 'Sign In' and 'Create an Account'. The 'Sign In' section includes a 'Log in with Facebook' button, a text prompt 'Welcome back. Use your email and password to log in.', input fields for 'Email' and 'Password', a 'Sign In' button, and a link for 'Need new password?'. The 'Create an Account' section includes a 'Log In' button, a text prompt 'New here? Let's get started with your email.', an 'Email' input field, and a 'Next >' button. An 'OR' separator is placed between the two sections.

## Healthy Connections Loyalty Members

Please contact us to set up your loyalty plan - call reception on 3624 2185 or drop by the clinic. Once your loyalty rate is set up, [open the online store](#) and login, then continue to Step 3.

## STEP 2: Payment Options

Our payment options include: Single Session \$18.00 and 10 Session Pass \$150.00.

- Click the 'Online Store' tab and then 'Services'.
- Select 'Fitzgibbon Clinic' from the drop down menu.
- Select either the 10 session pass or single session.
- Click 'Checkout', fill in your payment details and 'Place Order'.

CLASSES MY INFO ONLINE STORE

Products Services Contracts Shopping Cart (0 items)

### Services

Select item  
Chermside Clinic  
✓ Fitzgibbon Clinic

What kind of Series or Membership would you like?

Which Series or Membership would you like?

Fitzgibbon 10 session pass Expiration Date: 28/07/2023	\$150.00
Fitzgibbon Single Session	\$18.00

## STEP 3: Book in Member Sessions

- Go to the 'Classes' tab, click 'All Service Category' and select 'Fitzgibbon Clinic'
- Change the date view: use the arrows next to the 'Day' and 'Week' buttons or click the calendar icon.
  - Click 'Sign Up Now' next to the member session you wish to attend.  
**Fitzgibbon Clinic is under 'Movement for Life'.**
- Make a single reservation or add in details to setup a reoccurring reservation.

The screenshot shows the 'Class Schedule' page. At the top, there are three tabs: 'CLASSES', 'MY INFO', and 'ONLINE STORE'. An arrow points to the 'CLASSES' tab. Below the tabs, there are two dropdown menus: 'Fitzgibbon Clinic' and 'All teachers'. A date field shows '3/08/2022' with a calendar icon circled in yellow. Below this is a 'Today' button. The main content is a table with columns: 'Start time', 'Classes', 'Teacher', and 'Duration'. The table is filtered for 'Wed 3 August 2022' and 'Thu 4 August 2022'. Two rows are visible for Wednesday, both for 'Fitzgibbon Movement for Life' at 8:00 am and 9:00 am AEST, each with a 'Sign Up Now' button and '(0 Reserved, 8 Open)' status. An arrow points to the 'Sign Up Now' button for the 8:00 am session.

Start time	Classes	Teacher	Duration
<b>Wed 3 August 2022</b>			
8:00 am AEST	Fitzgibbon Movement for Life	Exercise Physiologist	1 hour
9:00 am AEST	Fitzgibbon Movement for Life	Exercise Physiologist	1 hour
<b>Thu 4 August 2022</b>			
6:30 am AEST	Fitzgibbon Movement for Life	Exercise Physiologist	1 hour

## STEP 4: View Schedule

- Go to 'My Info' and select 'My Schedule' to view your upcoming member sessions.
- If you can't make your session, you can cancel it here. Cancellation policy applies.

The screenshot shows the 'My Schedule' page. At the top, there are three tabs: 'CLASSES', 'MY INFO', and 'ONLINE STORE'. An arrow points to the 'MY INFO' tab. Below the tabs, there are five buttons: 'Profile', 'My Schedule', 'Visit History', 'Purchase History', and 'Account'. An arrow points to the 'My Schedule' button. Below this is a table with columns: 'Day', 'Time', 'Share', 'Class', 'Teacher', 'Web', 'Reschedule', and 'Cancel'. The table is currently empty, showing 'No Scheduled Sessions'.

Day	Time	Share	Class	Teacher	Web	Reschedule	Cancel
No Scheduled Sessions							