

HOW DO I REGISTER ONLINE FOR TUSCANY PROGRAMS?

1

Ensure your membership information is up to date with the Tuscany Club. If you haven't registered online within the last 3 months, if you've moved or had some additions to your family, please ensure you notify the Tuscany Club. You can call (403) 241-6402 to update your profile.

2

Go to www.tuscany-connect.com and click on **Tuscany Club → Programs → Online Program Registration**

The screenshot shows the 'Tuscany Program Registration' page. At the top, there is a navigation bar with links: Home, Tuscany Club, Market Place, Interactive, My Community, Residents Association, Search, and Sitemap. Below this is a 'Log' menu with options: Programs (highlighted), Facility Information, Events Calendar, Photo Album, and Contact Us. The main content area has the heading 'Tuscany Program Registration' and a paragraph: 'Sign up into the class you have been waiting for before it fills! Please also note that classes will be cancelled up to three days prior to the start date if the minimum registration is not met.' Below this is a promotional message: 'Don't miss out this season, get registered early in some of our great new Programs! Browse the [Winter 2008/09 program guide](#)'. A large blue link says 'Click here for [ONLINE PROGRAM REGISTRATION](#) open at 9 am on December 4th'. At the bottom, a note states: 'Please note that online registration begins at 9:00 am on the first day of registration and is ongoing 24 hours and 7 days a week after that.'

3

Choose the course you want from the program list or search using the search or advanced search buttons.

The screenshot shows the search results page. At the top, there are filters: Location (All), Program Category (All), Sort By (Program Name), Select (In progress/Future), and Other Program Category (All). There are 'Search' and 'Advanced Search' buttons. Below the filters, it says 'Items 1 to 30 of 72 (Page 1 of 3)'. A search box contains 'Program number or Keyword?'. Below this is a table with the following data:

Program Name	Number	Age	Open	First Meeting or Date Description	Location
50+ Yoga	136	49 and up	11	Thu, 1/8 1pm	Tuscany
Alphabet Soup - 2 to 3 years	40	2 up to 4	2	Tue, 1/6 1pm	Tuscany
Amazing Abs, Buns and Thighs	144	18 up to 99	7	Mon, 1/5 7pm	Tuscany

HOW DO I REGISTER ONLINE FOR TUSCANY PROGRAMS?

4

Add the program to your shopping Cart

Tuscany Club Program Detail

To add this program to your shopping cart, click **Add to my Cart**

To email a friend about this program, click **Tell a Friend**

▼ **Learn to Skate - Adult - Wednesday**

Price Standard charge: \$45.00
Type Programs
Meeting dates Each Wednesday from January 7, 2009 to February 18, 2009.
Meeting times 6:30 to 7:15pm
Department Adult Programs
Program Category Fitness
Other Program Category Adult Sports/Fitness
Program # 129
Registration dates By Internet - Dec 4, 2008 9:00 AM
Status Six openings remaining
Ages 16 and up
Gender Coed
Location
Instructor [Tuscany Club Instructor](#)
Supervisor Tuscany Club Staff
Sessions Seven
Season Winter 2009

Description:
A learn to skate program for new skaters or those who want a refresher and to improve their skills to enjoy the Tuscany rink and oval all winter. Class size is limited, helmets are highly recommended.

To add this program to your shopping cart, click **Add to my Cart**

To return to the program list, click **Show Programs**

5

Select the participant from the drop down list. If you do not see your family member in this list, refer to step 1.

Participant Information

Please choose a participant. If you need to modify your personal or family information, click **My Account**

▼ **Learn to Skate - Adult - Wednesday, begins Wed, 1/7 6:30pm**

Select a Family Member / Friend from the list below.

Participant [Tuscany-Connect.com](#)

Comments/Requests for Staff

6

Ensure the fee is correct and select Continue

Enrollment Detail

If you need to modify your personal or family information, click **My Account**

▼ **Learn to Skate - Adult - Wednesday, begins Wed, 1/7 6:30pm**

Fees / Discounts

Enter coupon code **Apply**

Include?	Description	Quantity	Unit Fee	Total Price
<input checked="" type="checkbox"/>	Program Fee	1	\$45.00	\$45.00
Sub-Total Per Participant:				45.00
Quantity:				1
Sub-Total:				45.00
Total:				45.00

When you are finished, click **Continue**

HOW DO I REGISTER ONLINE FOR TUSCANY PROGRAMS?

7

At this point, you can change the participant (edit), add an additional participant to the same program (add another one), or remove the program from your cart.

To enroll in additional programs click on the SHOW PROGRAMS button or to complete the transaction click on the CONTINUE button.

8

Confirm your request and acknowledge that you've read the waiver and enter payment

Order Confirmation and Payment Information

Registration Steps:
▶ 1. Select Product ▶ 2. [Shopping Cart](#) ▶ 3. **Confirm Order and Submit Payment**

▼ **Order Confirmation**

Type	Participant	Description	Qty	Price																				
Activity enrollment	Tuscany- Connect.com 123 Tuscany Street Calgary, AB T3L 2R3 Home phone: -- E-mail: Contact@carma-connect.com	Learn to Skate - Adult - Wednesday, # 129 Starts: Wed, 1/7 6:30pm Location unspecified	1	\$45.00																				
		<table border="1"><thead><tr><th>Fees/Discounts</th><th>Qty</th><th>Unit Fee</th><th>Total Price</th></tr></thead><tbody><tr><td>Program Fee</td><td>1</td><td>\$45.00</td><td>\$45.00</td></tr><tr><td colspan="3">Sub-Total Per Participant:</td><td>\$45.00</td></tr><tr><td colspan="3">Seats Requested:</td><td>1</td></tr><tr><td colspan="3">Sub-Total:</td><td>\$45.00</td></tr></tbody></table>	Fees/Discounts	Qty	Unit Fee	Total Price	Program Fee	1	\$45.00	\$45.00	Sub-Total Per Participant:			\$45.00	Seats Requested:			1	Sub-Total:			\$45.00		
Fees/Discounts	Qty	Unit Fee	Total Price																					
Program Fee	1	\$45.00	\$45.00																					
Sub-Total Per Participant:			\$45.00																					
Seats Requested:			1																					
Sub-Total:			\$45.00																					
Activity enrollment	Tuscany- Connect.com 123 Tuscany Street Calgary, AB T3L 2R3 Home phone: -- E-mail: Contact@carma-connect.com	Bellydancing - Adult, # 32 Starts: Tue, 1/6 7:45pm Studio D+E at Tuscany Club	1	\$60.00																				
		<table border="1"><thead><tr><th>Fees/Discounts</th><th>Qty</th><th>Unit Fee</th><th>Total Price</th></tr></thead><tbody><tr><td>Program Fee</td><td>1</td><td>\$60.00</td><td>\$60.00</td></tr><tr><td colspan="3">Sub-Total Per Participant:</td><td>\$60.00</td></tr><tr><td colspan="3">Seats Requested:</td><td>1</td></tr><tr><td colspan="3">Sub-Total:</td><td>\$60.00</td></tr></tbody></table>	Fees/Discounts	Qty	Unit Fee	Total Price	Program Fee	1	\$60.00	\$60.00	Sub-Total Per Participant:			\$60.00	Seats Requested:			1	Sub-Total:			\$60.00		
Fees/Discounts	Qty	Unit Fee	Total Price																					
Program Fee	1	\$60.00	\$60.00																					
Sub-Total Per Participant:			\$60.00																					
Seats Requested:			1																					
Sub-Total:			\$60.00																					
				Subtotal \$105.00																				
				Total Charges \$105.00																				

Thank you for your continued patronage! Visit us online at www.tuscany-connect.com.

▼ **Waiver Information**

named parties. Parent or guardian must sign for anyone age 18 and under.
I do hereby grant and give these groups the right to use my or my child(s) photograph or image with or without my or my child's name, both singly and in conjunction with other persons or objects and presentations, advertising, publicity, and promotion relating thereto.

**VERIFY THE CORRECT PARTICIPANT HAS BEEN SELECTED
ENTIRE WAIVER MUST BE READ THROUGH BEFORE CHECKBOX CAN BE ACTIVATED BELOW**

I ACKNOWLEDGE THAT I HAVE CAREFULLY REVIEWED AND CONSENT TO THE WAIVER SET FORTH ABOVE.

9

Print your receipt using your File →Print function.