When you first access the court reservation system at <u>https://isles.reservethecourt.com</u>, you will be prompted to log in with the user ID and **case-sensitive** password that you have been given. Your user ID is not case-sensitive, and it cannot be changed. It will be the first two letters of your street name, followed by your house number. So for 5901 Benevento, the user ID would be BE5901. The initial password is "courts". We encourage you to change your password after you first log in to the system. Please do not share your system credentials with anyone else.

isles.reservethecourt.com/logir	11.asp
: Hub 🚦 Access Functions (by	🏁 World, Breaking & Loc 💰
Welcome to the Court Re	servation System
	not case sensitive
User ID De5901 1	
Password ••••• li	IS case sensitive
Submit	
Use the TAB key to move b <u>Display Passwor</u> <u>Forgot Passwo</u> Copyright ©2012-2021, Reser	netween fields. r <u>d Hint</u> vord veTheCourt.com

**OPTIONAL Password Hint**: there is a link on the login screen that will show the password hint associated with a particular email address that is registered in the system. Therefore, anyone who knows your email address, can view your password hint, so use this with caution, and make the hint something that only you will know how to interpret.

Court Reservation Password Hint Screen	
Email Address used for your account registration	
	Submit

**Forgotten password**: a link on the login screen will allow you to retrieve your system password (see below). Your password will be emailed to the email address that you have on record with your account set-up.

If you cannot login, and you cannot remember your password, send an email including your name and phone number to <u>islesadmin@reservethecourt.com</u>. The password will be reset, and a reply email will be sent to the email address that you registered with.

Court Reservation System - Forgotten Password Screen						
Please enter either your system user ID, and/or the email address that you registered with						
Email Address used for your account	User ID registration					
	Submit	Back to Login Screen				

After you enter your correct user ID and password, you will be presented with the **court scheduling screen** for today. You can make a reservation two full weeks in advance. The scheduling window of 14 days will advance each day at 12:00 pm ET (noon). Time slots that are in the past will appear in dark green. Please pay attention to the message board on the top of the screen, as important information may appear there that could impact your reservation plans.

For the four tennis courts only: the system will enforce the traditional fixed time blocks that have always been in effect at the Isles. You can see the color coding below that designate those blocks.

												The Isle	es Mes	sade	Board															
									Cou	rts 1-4: re	servatior	is spanni	ng color	-coded	time blo	cks are	NOT all	owed.												
Today		Τοι	norrow	Sunda	ay-10/24	Mon Oct 11	7 AM	v	Nonday	Oct 11	, <b>2021</b>	Cour	t Sche	dule a	t The I	sles	Syster	n Menu		<b>v</b> (	Jser: sres	ident - Sa	imple Res	ident						
Court	7:00 AM	7:30 AM	8:00 AM	8:30 AM	9:00 AM	9:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	1:00 PM	1:30 PM	2:00 PM	2:30 PM	3:00 PM	3:30 PM	4:00 PM	4:30 PM	5:00 PM	5:30 PM	6:00 PM	6:30 PM	7:00 PM	7:30 PM	8:00 PM	8:30 PM	9:00 PM	9:30 PM
Tennis-1				•																		•								
Tennis-2																														
Tennis-3																														
Tennis-4				Community	Community	Community																•								
Pickle-1				pickleball clinic	pickleball clinic	pickleball clinic																•								
Pickle-2				pickleball clinic	pickleball clinic	pickleball clinic																								
Bocce-1																														
Bocce-2																														
Basketball																														

To **make a court reservation**, you can select up to three consecutive checkboxes designating the time range you wish to reserve the court for. Any more than three boxes checked will be ignored, due to the 90-minute reservation limit. You must reserve for at least one hour - a single box checked will result in an error message. You can click just the first and last boxes of your reservation timeframe. When your time frame has been selected, click Submit.

To **delete a court reservation**, you will see a single checkbox in the first cell for your reservation. Click that checkbox and then Submit. **If you will not need a court you have reserved, you are strongly encouraged to log in and cancel your reservation, as this will free the court up for other users.** 

A user cannot reserve more than one court with a start time within 90 minutes backwards or forwards. This is to restrict back-to-back court reservations.

5:30 PM	6:00 PM	6:30 PM	ľ
S	S	S	
Resident PL	Resident	Resident	

**After your reservation is saved**, you will see it on the reservation screen. You have the option of clicking the "PL" link to open the Player List screen, shown below, where you can use a combination of dropdown boxes and first/last name text fields, to note who is in your group. This is voluntary, and is for informational purposes only.

Player #	Member	<b>Guest First Name</b>	Guest Last Name				
1)	Sample Resident						
2)	Kortenber, Jerry 🗸 🗸						
3)	Kortenber , D 🗸 🗸						
4)	~	Roger	Federer				
Submit							

Other features of the main reservation screen:



The "List of Current Reservations" menu pick will display a table-based list of current and future reservations that have not been cancelled. The list is in chronological order by court. You will see your own reservations first, then reservations for other users.

Your Active Reservations:									
Resv Date	Start Time	Court #	Resident Name	When Received					
Sunday, Oct 10	07:00 PM	T-1	Resident, Sample	10/10/2021 1:13:40 PM					
Wednesday, Oct 13	07:00 AM	T-3	Resident, Sample	10/9/2021 5:36:33 PM					
Wednesday, Oct 13	10:00 AM	Pickle-5	Resident, Sample	10/9/2021 5:37:20 PM					
Saturday, Oct 16	10:00 AM	T-2	Resident, Sample	10/9/2021 6:00:41 PM					
Saturday, Oct 16	08:30 PM	Pickle-5	Resident, Sample	10/9/2021 5:38:09 PM					
Sunday, Oct 17	10:30 AM	T-2	Resident, Sample	10/9/2021 6:04:49 PM					
Monday, Oct 18	10:00 AM	T-1	Resident, Sample	10/10/2021 11:21:45 AM					

# OTHER Active Reservations:

Resv Date	Start Time	Court #	Resident Name	When Received
Sunday, Oct 10	07:00 PM	T-4		10/10/2021 4:22:29 PM

To Main Reservation Screen

### **Waiting List Feature**

If all courts for the specific day/time you want are already booked, you can put yourself on the **court waiting list** for that day. This is a first-come, first serve list. The 14-day advance booking rule applies to the waiting list as well. Multiple/duplicate waiting list entries will be ignored.

Isles Court	Reservation System - Waiting List Requi	Isles Court Reservation System - Waiting List Request Form							
Date (pick one)	Time slot (pick 1 or 2)	Court Type (pick one)							
<ul> <li>Sunday, October 17</li> </ul>	7:00AM - 8:30AM	<ul> <li>Tennis</li> </ul>							
<ul> <li>Monday, October 18</li> </ul>	8:30AM - 10:00AM	O Pickleball							
<ul> <li>Tuesday, October 19</li> </ul>	10:00AM - 11:30AM	O Bocce							
O Wednesday, October 20	11:30AM - 1:00PM								
<ul> <li>Thursday, October 21</li> </ul>	1:00PM - 2:30PM								
<ul> <li>Friday, October 22</li> </ul>	2:30PM - 4:00PM								
<ul> <li>Saturday, October 23</li> </ul>	4:00PM - 5:30PM								
O Sunday, October 24	5:30PM - 7:00PM								
O Monday, October 25	7:00PM - 8:30PM								
O Tuesday, October 26	8:30PM - 10:00PM								
O Wednesday, October 27									
<ul> <li>Thursday, October 28</li> </ul>									
<ul> <li>Friday, October 29</li> </ul>									
<ul> <li>Saturday, October 30</li> </ul>									
Sunday, October 31									
Date/time after which to disregard waiting list re Date Sunday, 10/31/2021 V Time 5:30:00 PM	equest:								
Submit	Cancel/To Main Reservation Screen								
Court Waiting List									
Position Day	Start Time End Time	Court Type Member Name							
# 1 Monday, October 18, 202	1 11:30 AM 1:00 PM	Tennis Resident, Sample							

• Since you cannot have more than one court reserved at a time, do not put in a waiting list request for a time slot during which you already have a reservation.

• Make sure that you have email and/or text messages enabled in the Member Info Update screen, so that you can receive all system notifications.

• After any court cancellation, the system will evaluate whether your waiting list request can be filled by any open court.

• If yes, your court reservation will be automatically booked and you will receive email and/or text confirmation of your new reservation.

• If you don't want or need this reservation, PLEASE CANCEL IT. Thank you.

Any time a court cancellation takes place, the system reviews any waiting list requests for that day and determines if any requests can be accommodated. If there is a court cancellation that frees up a court at a time that matches your waiting list request, the court will instantly be booked in your name, and you will receive an email and/or text message notification if you have enabled this feature. Consideration of waiting list requests is on a first-come, first-serve basis. Make sure your email and/or text message info is correct in the system so you can receive these notification messages.

If you know that there is a specific time by which you need to know whether you can get a court or not, please indicate that in the "**Date/time after which to disregard waiting list request**" boxes. For example, on Tuesday, I put myself on the waiting list for Thursday evening. However the people I am playing with need to know by Wednesday at 6PM whether it is a go or not – otherwise they are making other plans. Please use this feature when applicable so that we can accommodate as many members' requests as possible.

Please cancel waiting list requests when you know you no longer need to be considered for a court opening.

The Isles Member Information Update Screen							
Last Name	Resident T						
First Name	Sample						
User ID	BE5901						
System Access Password (3 to 15 letters/digits)	•••••						
System Access Password (re-type here ONLY when changing passwo	ord)						
Password Hint (Can be viewed by anyone knowing your email address) (OPTIONAL)							
Cell Phone (10 digits - no dashes)	9419871234						
Home Phone (10 digits - no dashes)							
Work Phone (10 digits - no dashes)							
Email Address	sresident@gmail.com						
Email Preferences	All system messages						
Text Message Preferences	Reservation-related messages only $\checkmark$						
Cell Phone Provider (Required if Text Message Preferences are not None)	Verizon						
Submit	Cancel/To Main Reservation Screen						

In the **Member Info Update** screen, you will be able to view and update your own system information.

Enter your **cell phone number** without spaces or punctuation of any kind (numbers only). There is an extensive list of cell phone providers. If you do not find your provider in this list, email <u>islesadmin@reservethecourt.com</u> to request that your cell provider be added to the list. You must enter the proper cell phone provider for SMS text messaging to work properly.

The choices for Email Preferences and Text Message Preferences are:

All system messages: you will receive any system broadcast messages that are sent, regardless of whether you have any outstanding reservations or not

**Reservation-related messages only**: you will receive messages for reservations made or cancelled, and system broadcast messages that impact a time frame during which you have an outstanding reservation. **None**: you should not receive any messages from the system, unless the system administrator makes a general broadcast message that needs to be read by all system users.

Your user ID cannot be changed.

The **"Feedback/Problem Report**" menu pick will send a brief feedback message to the administrator of the system. If your message is longer than 255 characters, just compose a new email and send it to <u>admin@reservethecourt.com</u>.

**System enhancement requests, issue/bug reporting**: please use the Feedback/Problem Report menu pick to enter a message which will be sent to the system administrator.

**Weather Radar** menu pick: this will take you to a Weather.com screen targeted for our area. You can click on the Next 6 Hours button, and then PLAY to get a radar forecast. **Click Back** to return to the reservation system.