

Playtime Scheduler

Instructions for Use

PlayTime Scheduler and Fundamentals First

- 1) PlayTime Scheduler - create an account
 - App and account
 - o Download the app and select Renfrew County (or on the website <https://playtimescheduler.com>)
 - o Create account: select country, select province, enter postal code, select Renfrew County, fill in new user information, skill level 2.0, push notifications: yes, accept cookies and register (all beginners are 2.0) **
Pickleball Canada Skill Level Guidelines**
 - Home Page and how to use Scheduler
 - o Top right, three lines — opens your account information; click on Account
 - o Profile Tab
 - o Notifications Tab
 - o Calendar Tab
 - o Locations Tab
 - Home Page
 - o Dates and Sessions LV 50+F&F colour is teal - You must be a member of LV50+F&F to play. Yellow circle around teal circle indicates a special event
 - o Add your name by clicking on +Add My Name
 - o Add a note
 - o Chat
 - o My Sessions summarizes all your sessions instead of scrolling through the dates
 - o Bell icon on Phone or iPad - Red circle with a number inside on top right corner of icon indicates you have a message or notification
 - o New sessions are added Sunday mornings

Be courteous to other players; add your name to one session per day. If you add your name to multiple sessions per day and/or one in the evening, and if there are people on the waitlist, *please* remove your name so those on the waitlist have the chance to play. You may then add your name to the waitlist. The LV scheduler can remove players' names if they are in multiple sessions with players on the waitlist.