BOWLR – Management & Booking System

Foxhill IBC Bowling Club (FIBC) has invested in the BOWLR Online Booking system to manage our membership, leagues, competitions, and rink booking systems for our Indoor green.

Not only does the new system save FIBC time and money, by streamlining our booking systems, membership administration, league results, and competitions but is also a cloud-based system, giving our club officers and members the convenience of being able to login from anywhere via the internet.

Once a member is familiar with the system, they will be able to book rinks for roll-ups or competitions, view the schedule of league matches, even down to the rink that has been allocated. If you have joined a team, you can follow results to see how your team is doing. A full list of members is also available to view via your secure Bowlr Login credentials.

Booking Rinks Online

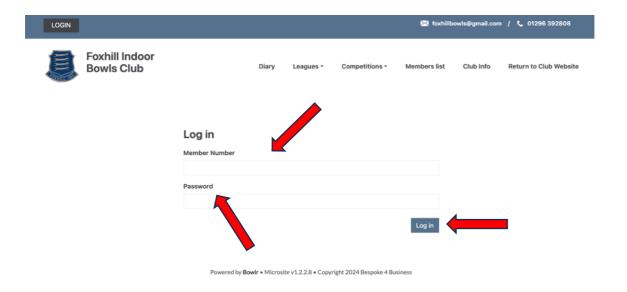
You can now book Rinks by logging on to our website at home, on your computer, phone, or tablet. You can also book online via touchscreen IPAD at the club. Please do not worry if you need to be shown, just ask at the Club Office. Please note if you do come to the Club and for any reason are unable to book online, please report to the office staff

For best results it is recommended that you use the Google Chrome browser.

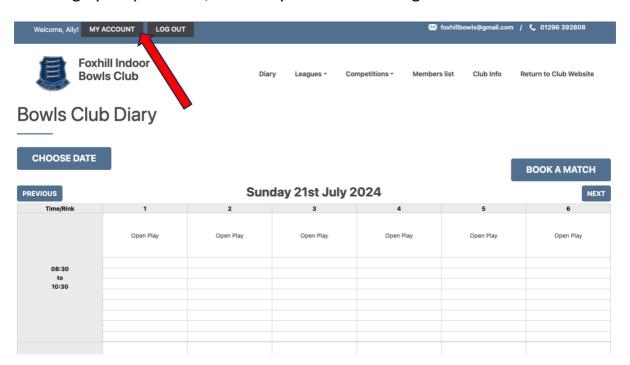
Logging in for the first time Please change your password: - Click on this link: https://foxhill.bowlr.co.uk/account/login

Your membership number will be sent upon confirmation of paid membership

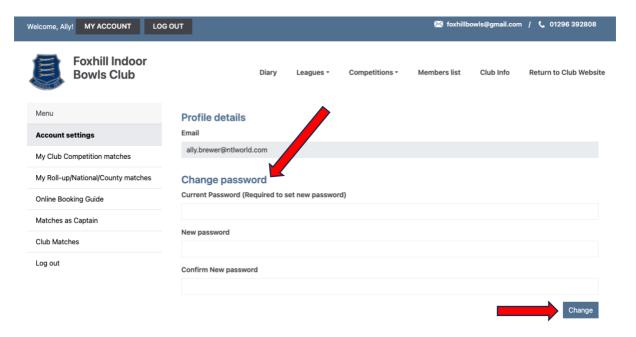
YOUR **PASSWORD** IS YOUR FIRST INITIAL, YOUR SURNAME, AND YOUR MEMBERSHIP NUMBER (i.e. ksullivan0001) — all letters are lower case.



To change your password, select My Account after login to the Microsite.

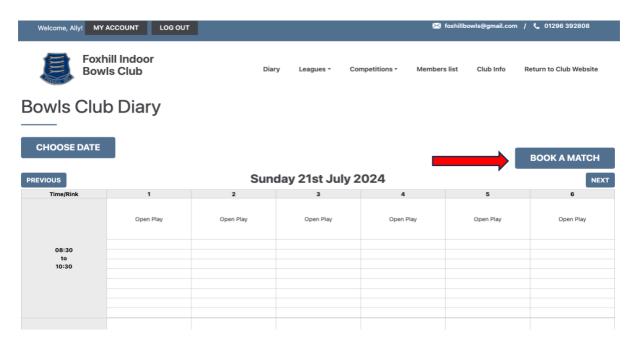


You will then see the next page where you will be able to update your password if required;

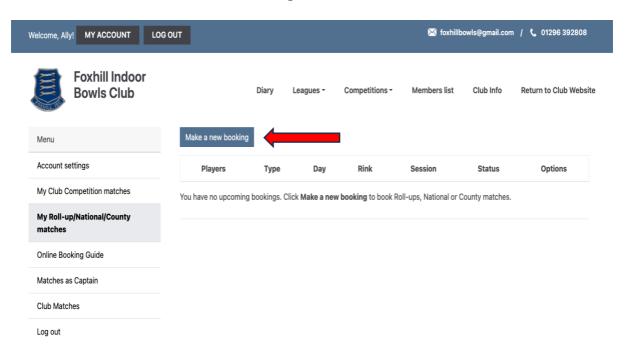


Booking a Rink

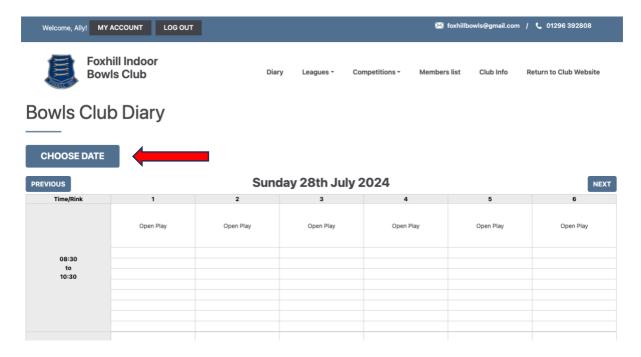
- 1. Login to your account using your member number and password.
- 2. The first screen you see will be the Bowls Club Diary
- 3. Click the box "Book a Match"



4. Click the box "Make a new booking"



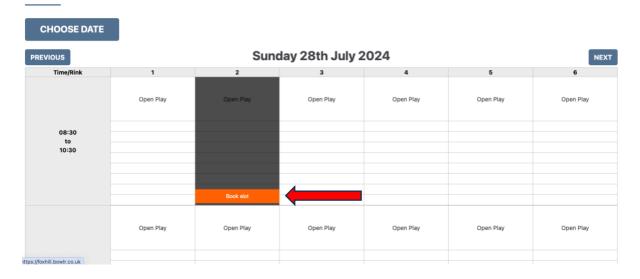
5. Browse the Rink Diary until you identify the session you require to book by clicking the "Choose Date" and selecting your desired date and time and rink.



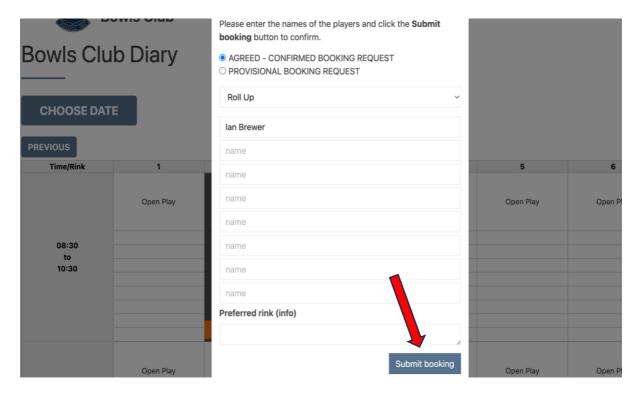
6. Hover over the session you want to book and click "Book Slot".



Bowls Club Diary



7. Your name should already be entered so please add the name of each additional player and click the "Submit booking".



- **7.** Club policy only permits you to book up to 14 days in advance, (42 days for County and National Competitions). Any bookings made beyond this may be removed by the administrator.
- **8.** Please note you are not permitted to book a part session. Shorter roll up sessions may be available but can only be booked on attendance at the club where the office will be able to advise on rink availability. (Note you will be able to view the diary which will give an indication if free rinks may be available).
- **9.** You're done! You will get an automatic email confirmation of your booking if the office is aware of your email address. You can see the booking immediately for yourself by viewing the rink diary from the home page of the website. (Please allow a little time for the system to refresh.)
- **10.** Log Out in the header at the top of the page.

NOTE:

If the particular rink you require isn't available when booking (eg for a double session County or National booking), but another rink for the relevant session is available, then book that alternative rink and make a note of your preferred rink at the bottom of the booking form. The Office will be made aware and will try to accommodate your requirement.

Cancelling Bookings Online:

- **1.** Go to the "My Account" tab to the left of your welcome message at the top of the page
- **2.** Click on the booking you are referring to by clicking on one of the following tabs "My Roll ups, club competitions, county matches, and national"
- **3.** You should see your existing Bookings listed. Next to them you will see a Red Icon stating Remove. Click on this and your booking will be deleted.
- **4. Log Out:** Please remember to "Log Out" The icon is situated in the header at the top of the page.