

# How to Reserve Practice Ice - Chiller Fall BS

## Practice Ice Sessions are Available

This competition offers 7 practice ice sessions on the day of the competition. 4 are before the competition starts, and 3 are mid-day. If you choose to, you may pre-pay and reserve your specific sessions online (payment by credit card at \$5.50 per session). If you would rather pay cash for your sessions, you will be able to do that at the rink on competition day, at a price of \$5.00 per session, although the many of the prime times may be gone by that time. If you plan to pay cash at the rink, you need to do nothing further, until competition day. If you want to prepay and reserve, you may follow the steps listed below.

## The first thing you need is a PIN

This is like your password, and helps to guarantee that only you can mess with the list of sessions you reserve for yourself. Each skater has their own PIN. If you registered online for the competition, then your PIN was shown on the first page of your payment coupon. If you lost that coupon, or didn't print it, you can have it emailed to you at the email address you used when you registered. Follow these instructions to get it (if you already know it, you can skip these steps...)

From the competition schedule menu page, select your name from the "Select Name" dropdown item. Then click on the [Send Me My PIN] button

Note that it will put up a dialog box that verifies you really want to send it to the person selected. Just click the [OK] button on that dialog

## Chiller Basic Skills Fall Classic

Competition Schedules

Daily Schedules **Saturday**

-- Select Name -- [List Events](#) [Send Me My PIN](#)

-- Select Club -- [List Events](#) [List Practices](#)

-- Select Coach -- [List Events for Pro](#)

Online Reservation for PI is now available to those who have prepaid for sessions. In addition to reserving any pre-purchased sessions, YOU WILL BE ABLE TO PURCHASE ADDITIONAL SESSIONS by credit card.

[Sessions List](#) [Reserve or Change PI Sessions](#)

Within a minute or so, you will get an email at the address you gave when you registered. It will have your PIN in it

# Log in, and pay for your sessions

In a while, you will be able to reserve specific practice ice sessions. But first, you need to pay for the number of sessions you plan to reserve. You cannot reserve sessions without paying for them. For this competition, each session purchased online costs \$5.50. If you prefer to not reserve sessions online, you will be able to buy any remaining sessions with cash, at the rink, for \$5.00 per session (but its possible that most of the best times may be already reserved by that time). To pay for sessions by credit card, do the following:

Start at this same competition schedule menu page, click on the blue [Reserve or Change PI Sessions] button near the bottom right

Note that the [Reserve or Change PI Sessions] button will not be there until it is actually time to reserve sessions (we have a pre-announced starting time, to make it fairest for all competitors).

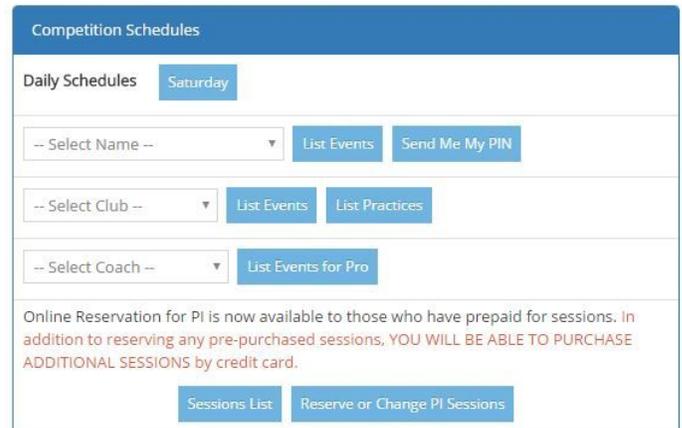
A logon box will appear, that looks like the one at right.

Select your name from the top dropdown item

Type your PIN into the next text box (the one with the little lock next to it. It will show up as stars (\*\*\*) , not the digits. That's expected, and is for your safety.

Once you've selected your name and typed your PIN, click on the green [Logon] button

## Chiller Basic Skills Fall Classic



Competition Schedules

Daily Schedules **Saturday**

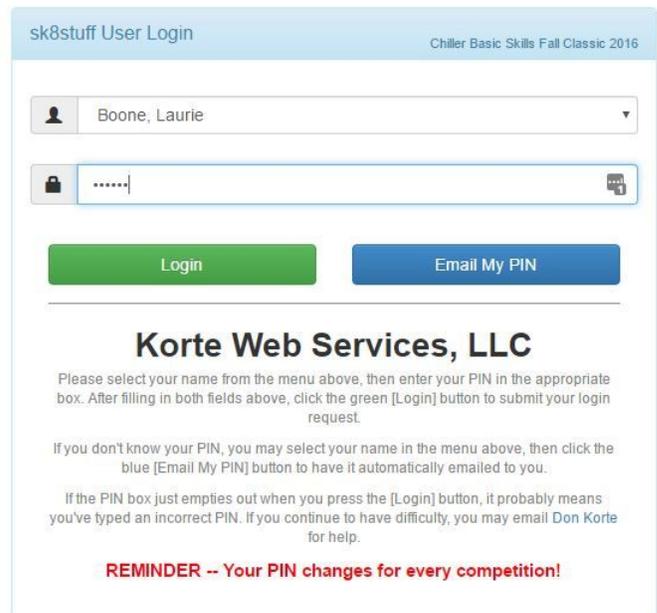
-- Select Name -- [List Events](#) [Send Me My PIN](#)

-- Select Club -- [List Events](#) [List Practices](#)

-- Select Coach -- [List Events for Pro](#)

Online Reservation for PI is now available to those who have prepaid for sessions. In addition to reserving any pre-purchased sessions, **YOU WILL BE ABLE TO PURCHASE ADDITIONAL SESSIONS** by credit card.

[Sessions List](#) [Reserve or Change PI Sessions](#)



sk8stuff User Login Chiller Basic Skills Fall Classic 2016

[Login](#) [Email My PIN](#)

**Korte Web Services, LLC**

Please select your name from the menu above, then enter your PIN in the appropriate box. After filling in both fields above, click the green [Login] button to submit your login request.

If you don't know your PIN, you may select your name in the menu above, then click the blue [Email My PIN] button to have it automatically emailed to you.

If the PIN box just empties out when you press the [Login] button, it probably means you've typed an incorrect PIN. If you continue to have difficulty, you may email Don Korte for help.

**REMINDER -- Your PIN changes for every competition!**

In a moment, a gray Practice Ice Assignment Menu will appear. It has your name at the top, and the next line will indicate the number of sessions you have PAID for, and the number you have reserved. In this example, the person has paid for 1 session, and reserved 0 sessions so far.

To purchase sessions, click on the “Pay for Additional Sessions by Credit Card” link

You will see a new screen with a lot of help text, and 2 blue buttons.

Under the helpful text you will see the 2 blue buttons, clicking the leftmost one will let you purchase 1 Practice Ice session; clicking the rightmost one will allow you to purchase 2 Practice Ice sessions.

Click whichever button you prefer, or click the “Return to Practice Ice Assignment Menu” if you decide not to buy anything...

(ps yes i know the screenshot shows a different price than what your live screen does. This is a generic “help” document...)

A dialog box will pop up that allows you to enter your email address and credit card information.

It is very important to enter your email address properly, because this the address to which the payment processor will send your confirmation

Enter your credit card number, expiration date, and card security code.

Click the “Pay \$xxx” button

Then (VERY IMPORTANT), be patient for a moment. It takes a while to process your payment. Don't click anything else after you've clicked the blue button.

When all the magic has happened you will be diverted to a confirmation screen...

... that looks like this.

Once you see this your payment has been processed and you now “own” however many spots you paid for.

Now you must go to the next step and tell us exactly which ones you want... Just click the [Return to

## Practice Ice Reservation for Competitions

### Practice Ice Assignment Menu

Logged In As	Laurie Boone
Sessions Paid/Used	1 / 0
My Sessions	Sat 10:00 am Preliminary CM (#1) Sat 11:13 am Preliminary Spins (#17)
Reserve PI Session	p01 Sat 08:45 am (Main); Practice Ice (Av.25) <input type="button" value="Reserve"/>
Buy More	<a href="#">Pay for Additional Sessions by Credit Card</a>
Important Last Step	<a href="#">Log Off</a>
Notice	Please remember that your Practice Ice Session Assignments are not cast in stone. At any time up until Online Reservations are Closed, you can delete any of your reserved sessions and/or reserve other sessions. This may help you to coordinate times with your coach or with other skaters from your rink.
Notice	Please also remember that although this website only allows you to reserve sessions up to the maximum number you have paid for, it may not be able to limit all permutations of the TYPEs or LEVELs of sessions you reserve. It is your responsibility to only reserve sessions appropriate to the disciplines and levels of competition events you have entered. If the LOC discovers that you are practicing on an inappropriate session, it may eject you from that session without refund.

## Practice Ice Reservation for Competitions

### Practice Ice Purchase Menu

Logged In As	Laurie Boone
Sessions Already Paid/Used	1 / 0
Notice	Sessions purchased here will be charged to a credit card you specify in the next step are securely processed by <b>Stripe</b> , and neither sk8stuff nor the competition comm see your credit card information. Sessions purchased from this menu will appear on card statement as charges to <b>sk8stuff; Korte Web Sv</b> . Sessions will be billed at per session.
Help	After you click a button in the "Buy Additional Sessions" area, you will see a dialog you should enter your credit card information and email address. When your info entered you should hit the "Pay \$xx.xx" button. If your entries are valid, the button turns green. <b>At this point PLEASE WAIT until you see a confirmation screen before continuing (5-10 sec). DO NOT CLICK THE BUTTON AGAIN OR HIT THE REFRESH BUTTON OR YOU WILL BE CHARGED TWICE; do not hit the "back" button or your charge might not complete</b> does not turn green it probably means that one of your entries was forgotten or too so in that case you may correct the entries highlighted in red outline, then try again click the little round "X" in the upper right corner of the box to cancel.
Buy Additional Sessions	<input type="button" value="1 - \$5.00"/> <input type="button" value="2 - \$10.00"/>
Don't need to buy any more	<a href="#">Return to Practice Ice Assignment Menu</a>
Notice	Practice Ice advance payments are non-refundable. If you have unreserved sessions when you arrive at the rink, you may have the option to apply prepayments to any of them.

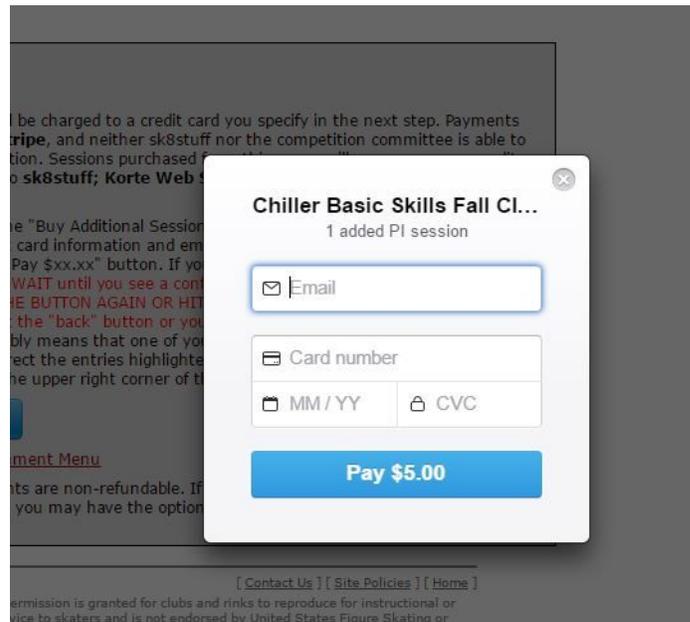


Figure Skater's Website

## Practice Ice Reservation for Competitions

Congratulations! Your purchase request was successful, and your credit card has been charged for \$5.00. Your number of allowed PI sessions has been increased from 1 to 2 sessions. You can now return to the Practice Menu and reserve specific sessions up until your maximum allowed number of sessions.

[Return to Practice Menu](#) [Return to sk8stuff](#)

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Practice Menu] button to get started on that.

## Reserve your specific sessions

Now that you've paid for the number of sessions you want, you can tell the computer which specific ones you would like to use. This is a first-come, first-served process and there is a limit to the number of skaters allowed on the ice in each session. Once a session is full, nobody else can reserve a spot in it. This is how you reserve your sessions:

Start at this same competition schedule menu page, click on the blue [Reserve or Change PI Sessions] button near the bottom right

Note that the [Reserve or Change PI Sessions] button will not be there until it is actually time to reserve sessions (we have a pre-announced starting time, to make it fairest for all competitors).

**NOTE you may have already done this step, if you are still logged in after paying for your sessions.**

A logon box will appear, that looks like the one at right.

Select your name from the top dropdown item

Type your PIN into the next text box (the one with the little lock next to it. It will show up as stars (\*\*\*) , not the digits. That's expected, and is for your safety.

Once you've selected your name and typed your PIN, click on the green [Logon] button

**NOTE you may have already done this step, if you are still logged in after paying for your sessions.**

## Chiller Basic Skills Fall Classic

The screenshot shows a web interface titled "Competition Schedules" for the "Chiller Basic Skills Fall Classic". It features a "Daily Schedules" section with a "Saturday" tab selected. Below this are three dropdown menus: "-- Select Name --", "-- Select Club --", and "-- Select Coach --". Each dropdown menu has a corresponding "List Events" button. The "Select Name" dropdown also has a "Send Me My PIN" button. At the bottom of the "Select Coach" dropdown is a "List Events for Pro" button. A text block below the dropdowns states: "Online Reservation for PI is now available to those who have prepaid for sessions. In addition to reserving any pre-purchased sessions, YOU WILL BE ABLE TO PURCHASE ADDITIONAL SESSIONS by credit card." At the bottom of the page are two buttons: "Sessions List" and "Reserve or Change PI Sessions".

The screenshot shows a "sk8stuff User Login" page for the "Chiller Basic Skills Fall Classic 2016". It features a dropdown menu with "Boone, Laurie" selected. Below this is a PIN input field with a lock icon and a "Show/Hide" button. At the bottom are two buttons: "Login" (green) and "Email My PIN" (blue). Below the buttons is a section for "Korte Web Services, LLC" with the following text: "Please select your name from the menu above, then enter your PIN in the appropriate box. After filling in both fields above, click the green [Login] button to submit your login request." Below this is a paragraph: "If you don't know your PIN, you may select your name in the menu above, then click the blue [Email My PIN] button to have it automatically emailed to you." Below that is another paragraph: "If the PIN box just empties out when you press the [Login] button, it probably means you've typed an incorrect PIN. If you continue to have difficulty, you may email Don Korte for help." At the bottom is a red text block: "REMINDER -- Your PIN changes for every competition!".

In a moment, a gray Practice Ice Assignment Menu will appear. It has your name at the top, and the next line will indicate the number of sessions you have PAID for, and the number you have reserved. In this example, the person has paid for 1 session, and reserved 0 sessions so far.

It lists your competition schedule, and when you have reserved PI sessions they will show up in the same list.

To reserve a spot in a session, use the “Reserve PI Session” dropdown item to select the session you are interested in. Note that it shows the number of available spots for each session.

Once you’ve selected a session, click on the [Reserve] button

A few seconds after you click the [Reserve] button, a confirmation screen will appear that looks like this.

If you’re til done, you can click the green [Log Out] button.

Most people will probably click the blue “Practice Ice Menu” button to return to the menu and see that the PI session actually showed up in your list.

When you return to the Practice Ice menu, you will see that the PI Session that you just reserved now shows up in your “My Sessions” list.

If you are happy with what you see, you can click the “Log Off” link.

If you still have remaining “paid for” sessions, you can select another and click the [Reserve] button to add another.

If you decide that you want a different session than what you reserved, you can click the little “delete” link to the right of your reserved session and it will disappear from your list, then you can reserve a different one instead

Note that you can log in multiple times, and can change your assignments, as long as spots are still available at the times you want to change to. Practice Ice Reservation will turn OFF the night before the competition starts.

## Practice Ice Reservation for Competition

### Practice Ice Assignment Menu

<b>Logged In As</b>	Laurie Boone
<b>Sessions Paid/Used</b>	1 / 0
<b>My Sessions</b>	Sat 10:00 am <a href="#">Preliminary CM (#1)</a> Sat 11:13 am <a href="#">Preliminary Spins (#17)</a>
<b>Reserve PI Session</b>	p01 Sat 08:45 am (Main): Practice Ice (Av:25) <input type="button" value="Reserve"/>
<b>Buy More</b>	<a href="#">Pay for Additional Sessions by Credit Card</a>
<b>Important Last Step</b>	<a href="#">Log Off</a>
<b>Notice</b>	Please remember that your Practice Ice Session Assignments are Closed, you can delete any of your reserved sessions. This may help you to coordinate times with your coach or with your parents.
<b>Notice</b>	Please also remember that although this website only allows you to reserve a certain number of sessions, it may not be able to limit all permit you reserve. It is your responsibility to only reserve sessions appropriate for the competition events you have entered. If the LOC discovers that you have reserved more sessions than allowed, it may eject you from that session without refund.



**Figure Skater's Website**  
A resource for participant Figure Skaters, delivered by skaters.

Home Parent's Guide Scoring Systems Clubs & Assoc Calendar Series Results Applause USF

### Reservation Successful

Your request for practice ice has been successfully entered. Your request has been successfully entered.

## Practice Ice Reservation for Competition

### Practice Ice Assignment Menu

<b>Logged In As</b>	Laurie Boone
<b>Sessions Paid/Used</b>	2 / 1
<b>My Sessions</b>	Sat 09:30 am <a href="#">Practice Ice (#p04)</a> <a href="#">delete</a> Sat 10:00 am <a href="#">Preliminary CM (#1)</a> Sat 11:13 am <a href="#">Preliminary Spins (#17)</a>
<b>Reserve PI Session</b>	p01 Sat 08:45 am (Main): Practice Ice (Av:25) <input type="button" value="Reserve"/>
<b>Buy More</b>	<a href="#">Pay for Additional Sessions by Credit Card</a>
<b>Important Last Step</b>	<a href="#">Log Off</a>
<b>Notice</b>	Please remember that your Practice Ice Session Assignments are Closed, you can delete any of your reserved sessions. This may help you to coordinate times with your coach or with your parents.
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