

Fitness First: How to Make a Reservation

GENERAL

Reservations are **REQUIRED** to work out at Fitness First, attend group exercise classes and walk the track. All timeblocks and virtual classes are available on this [calendar](#).

MAKE A RESERVATION

Step 1: Click [here](#) for the schedule.

Use the criteria options to filter the calendar down to find what you are looking for

The screenshot shows a calendar interface with filters at the top: [Category], [class name], and [Instructor]. Below the filters is a weekly grid from Monday (10/26) to Saturday (10/31). Each cell in the grid contains details for a class or time block, including the location (e.g., Fitness Center, Indoor Track), time, staff, and a 'Sign Up' button. The 'Sign Up' button in the bottom row, Friday column is circled in red.

Step 2: Once you find your class, fitness or track time block, register!

To register for a time block for Fitness First or track, click on “sign up” at the time and on the day, you would like to come to Fitness First/WLC. To register for a class, click on “sign up” on the time and day you would like to take that class.

The screenshot shows a class detail card with the following information: a mask icon, the title 'Fitness Center Mask Required', the time '2:00pm-3:30pm', the staff 'Staff', the location 'Fitness Center | General', a 'Description' link, a 'Sign Up' button (circled in red), and '25 SPOTS LEFT'.

During your first reservation, you will be asked to create an account and sign in.

Close X

Login **Create a Login** Forgot Password

Please login below to sign up for your class. If this is your first time signing up, please [click here to create a login](#).

Email

Password

Close X

Login Create a Login Forgot Password

First Name

Last Name

Email Address

Password

Confirm Password

Once you have created your account you will be able to register for the class time or Fitness First time block.

Close X

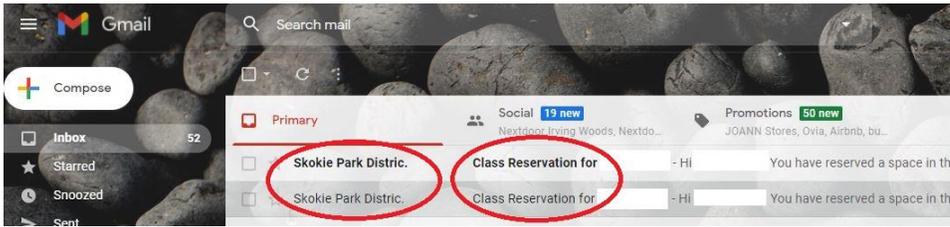
Fitness Center [Edit Profile](#)

8:00am - 9:30am

11/18/2020 29 Spots Available

[Logout \(Mary Amato\)](#)

Step 3: Check your email for reservation confirmation



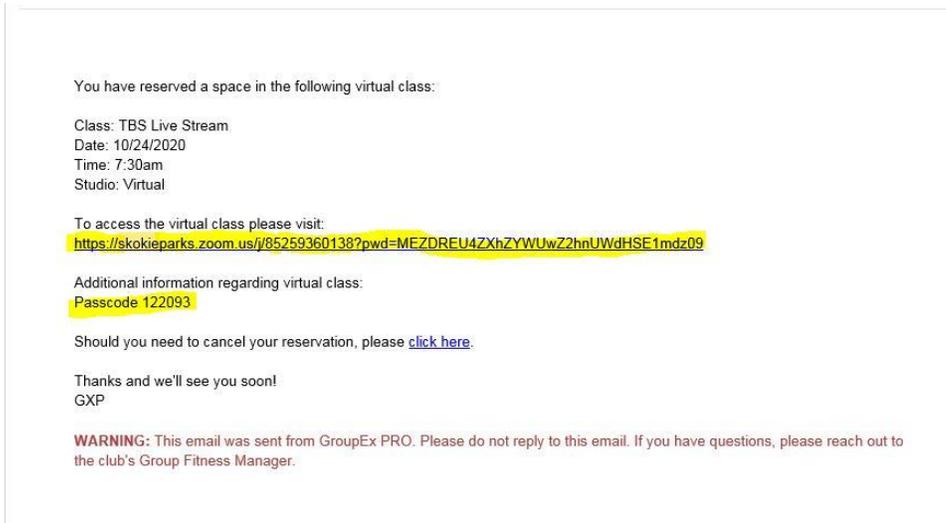
An email confirmation will be sent to the email linked to your log-in account. In case the confirmation email goes to your junk/spam mailbox, please approve emails coming from no_response@groupexpro.com

VIRTUAL CLASS SIGN-UP & LOG-IN

Step 1: Follow the above steps to reserve a virtual class

Step 2: Check your email for a reservation confirmation email

This email will contain a Zoom link and passcode needed to attend the virtual class. Link and passcode are subject to change



Step 3: Click link, enter passcode and exercise!

On occasion emails do not receive confirmation emails due to internet providers changing spam filter settings. The park district is attempting to do what to decrease the instances of this happening. In the meantime, please check your spam/trash mailboxes and approve emails coming from no_response@groupexpro.com.

If you still have issues getting into your call the Weber desk at 847-674-1500 x3500 to have the link and passcode sent to you.

WAITLISTS

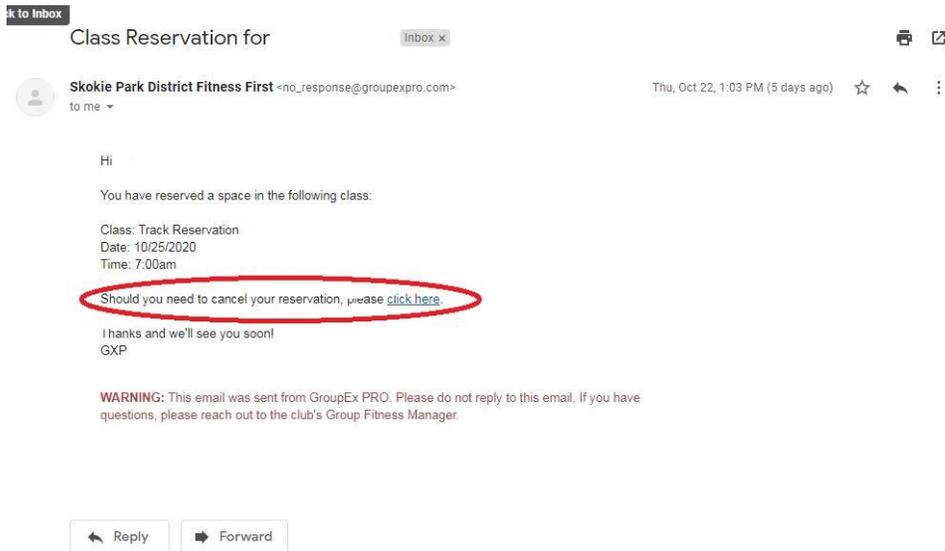
If a class is full you will be placed on a waitlist. Should someone cancel you will automatically be sent an email confirming that you have been moved into that time block or class.

CANCELLING A RESERVATION

No problem, but cancellation is required! Members are encouraged to cancel no less than 8 hours prior to your reservation start time to allow spots to open for other members.

There are two options to cancel group fitness classes and fitness center time blocks:

Option 1: Go into your confirmation email and cancel reservation



Option 2: Go back into the [schedule](#), find your reservation/class, click on the sign-up icon again and this will give you the option to cancel.



A confirmation email will be sent confirming the cancellation.

This information will be updated frequently: Last updated 11/16/20

Please contact Jennie Bever at JBever@skokieparks.org with any additional questions.

Thank you.