



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# REGISTERING THROUGH ACUITY SCHEDULING at the Fanwood-Scotch Plains YMCA

It's never been easier to register for programs included with membership—group exercise classes, swim lanes, select adult sports, basketball hoops and more! Our new online reservation system is quick, user friendly and allows you to register in real time.

1. The website for registrations can still be found at [fspymca.org/register](https://fspymca.org/register). Once on the page, you will see a button titled “Acuity Scheduling.” Click on the button to access the Acuity Scheduling page.

Here, you will be able to register by category, including Adult Sports, Aquatics, Indoor, Outside or Virtual Group Exercise, and Basketball.

2. Click on the category name and you will see all the different offerings with their descriptions. Click back on the category name to be brought back to the full list of category options.

The screenshot shows the 'Make Your Reservation' page. At the top, there are three tabs: 'Make Your Reservation', 'Your Info', and 'Confirmation'. The 'Make Your Reservation' tab is active. In the top right corner, there is a user email 'smulholland@fspymca.org' with links for 'Log out' and 'Change password'. Below this, a message says 'Welcome! Choose a category to make an online reservation at the Fanwood-Scotch Plains YMCA:'. There are six category buttons: 'Adult Sports', 'Aquatics', 'Basketball', 'Indoor Group Exercise', 'Outside Group Exercise', and 'Virtual Group Exercise'.

The screenshot shows the 'Make Your Reservation' page with the 'Aquatics' category selected. The 'Your Info' tab is active. In the top right corner, there is a user email 'smulholland@fspymca.org' with links for 'Log out' and 'Change password'. Below this, a dropdown menu shows 'Aquatics' with a downward arrow. A message says 'I would like to make a reservation for...'. There are two reservation options: 'Pool 1 Lap Swim (1 hour)' and 'Pool 2 Lap Swim (1 hour)'. Each option has a description: 'Pool 1 water temperature is approximately 84-85 degrees. Lap swimming is open to active members ages 14 and over. You can register 7 days in advance and up to 2 hours before the start time. Members can register for a maximum of three 60-minute swim sessions per week. Two members within the same household can share a lane. When registering, you can select to add a second person (age 14 and over) on your membership to swim during the same time.' and 'Pool 2 water temperature is approximately 81-83 degrees. Lap swimming is open to active members ages 14 and over. You can register 7 days in advance and up to 2 hours before the start time. Members can register for a maximum of three 60-minute swim sessions per week. Two members within the same household can share a lane. When registering, you can select to add a second person (age 14 and over) on your membership to swim during the same time.'

3. Click the class or spot you want to register for and a calendar will show availability for the next 9 days.

Make Your Reservation Your Info Confirmation

smulholland@fspymca.org [Log out](#)  
[Change password](#)

Aquatics

Pool 1 Lap Swim (1 hour)

Pool 1 water temperature is approximately 84-85 degrees. Lap swimming is open to active members ages 14 and over. You can register 7 days in advance and up to 2 hours before the start time. Members can register for a maximum of three 60-minute swim sessions per week. Two members within the same household can share a lane. When registering, you can select to add a second person (age 14 and over) on your membership to swim during the same time.

December 2020

M	T	W	Th	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4. Click the date you would like to register for and the times available and number of spots left will appear. Click the time you would like to register for and then click continue.

Make Your Reservation Your Info Confirmation

smulholland@fspymca.org [Log out](#)  
[Change password](#)

Aquatics

Pool 1 Lap Swim (1 hour)

Pool 1 water temperature is approximately 84-85 degrees. Lap swimming is open to active members ages 14 and over. You can register 7 days in advance and up to 2 hours before the start time. Members can register for a maximum of three 60-minute swim sessions per week. Two members within the same household can share a lane. When registering, you can select to add a second person (age 14 and over) on your membership to swim during the same time.

December 2020

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	1	2	3	4	5	6
7	8	9	10	11	12	13
--	15	16	17	18	19	20
21	22	23	24	25	26	27
			31			

9:00am 6 spots left  
9:30pm 6 spots left  
4:30pm 6 spots left  
6:00pm 6 spots left

5. Next, you will be asked to enter your first and last name, phone number and email address. You may also be given an extra option, like sharing a swim lane or basketball hoop with another member within the same household.

At the bottom, click complete appointment and your registration will be finished. On the confirmation screen, you will have the option to register for another appointment.

You will receive a confirmation email after you register and another reminder email 24 hours before your scheduled class or program.

Make Your Reservation Your Info Confirmation

smulholland@fspymca.org [Log out](#)  
[Change password](#)

Pool 1 Lap Swim December 21, 2020 9:00am  
[Change](#)

Name \*

First Name Last Name

Phone \*

Email \*

Lap Lane Sharing

Two members within the same household can now share a lane. Please let us know if you would like to share a lane with a second person on your membership. They must be 14 years of age or older.

If you are not sharing a lane you can skip this question and click "Complete Appointment" below.

Second Member's First and Last Name:

Complete Appointment >

If you have any questions, please email [membership@fspymca.org](mailto:membership@fspymca.org) or call 908-889-8880.