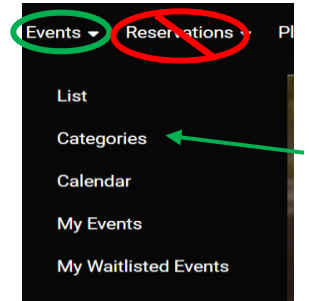


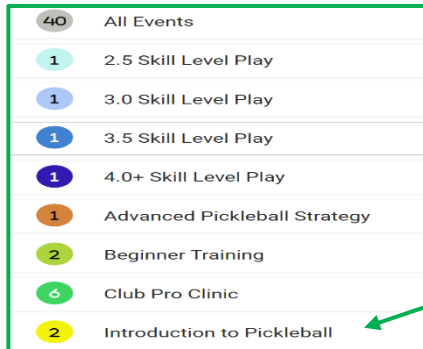
## Register for a Training Class Event.

Registering for training classes is the same regardless of the class. For this example, we are going to use the Introductory to Pickleball Training class as our example.

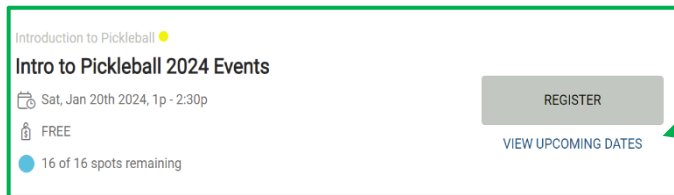
After logging in to CMARS (from your PC/Laptop), you can register for a Training Class Event by first selecting Events (NOT RESERVATIONS) on the navigation bar and then selecting Categories. You will see a list of the categories.



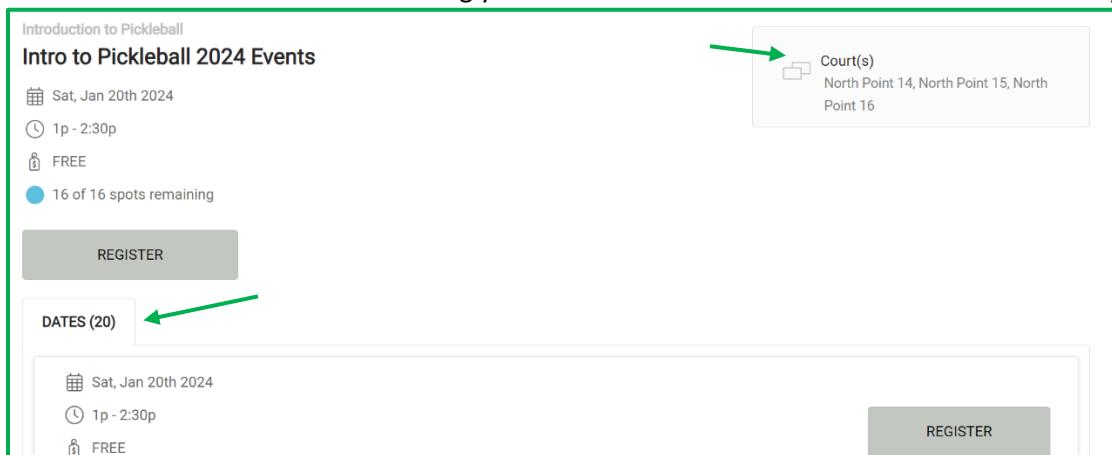
From the Categories list select Introduction to Pickleball.



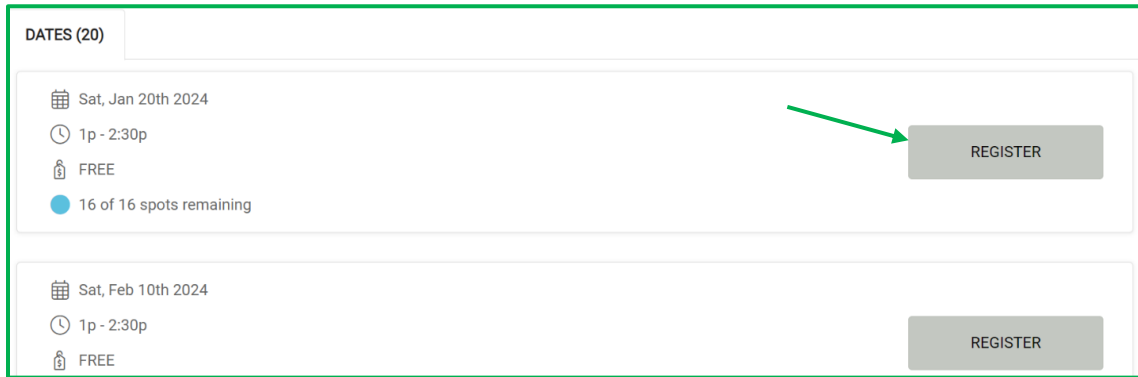
A dialog box will appear showing you the next available Introduction to Pickleball class, the number of available spots and the number of spots remaining. To the right you will see that you can either register for that class or view the date of upcoming classes. Select **VIEW UPCOMING DATES** to see all available classes.



A dialog box will appear giving you the number of available classes (Dates) and the location of the courts where the classes will be held. showing you the classes that are available over the next 90 days.

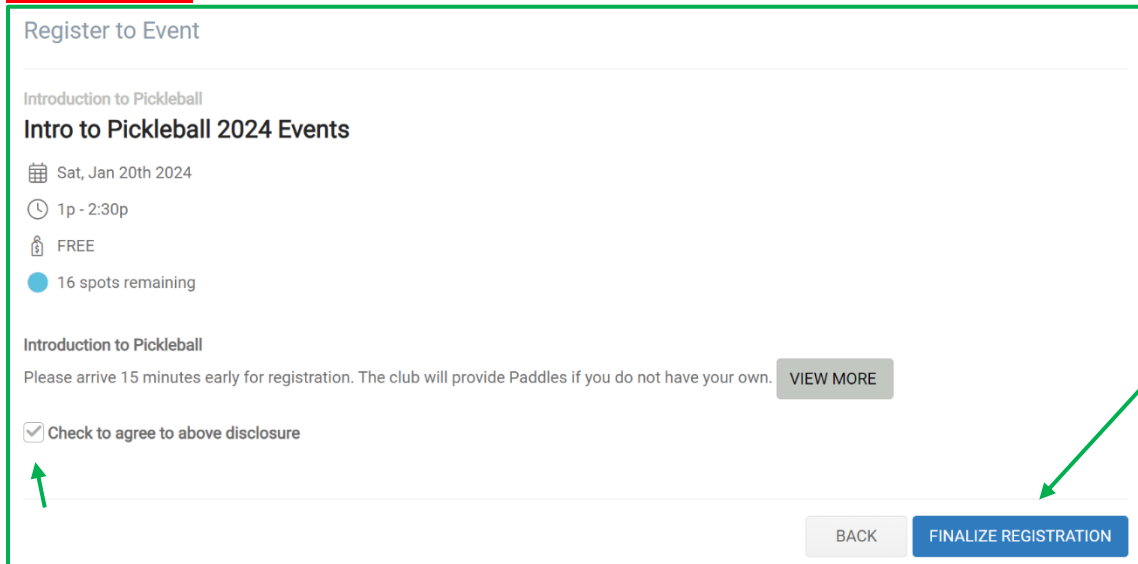


Use the scroll bar to scroll down to see the classes that are available in the next 90 days. In this example there are 2 of them.

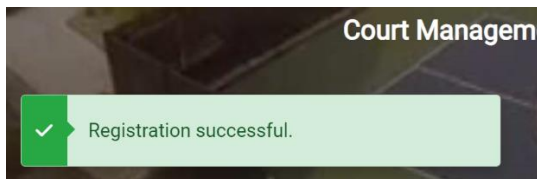


**REGISTER** for the class you wish to attend and a disclosure dialog box will appear.

Review the information, click on the **Check to Agree to above disclosure box**, and select **FINALIZE REGISTRATION.**

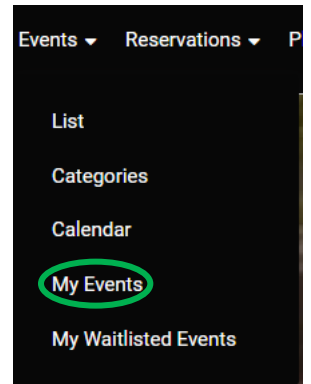


You will receive a notification that your registration was successful.

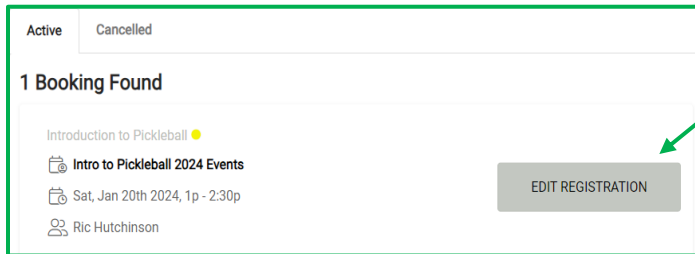


## Withdraw from a Training Event Registration

If you want to edit a training Event registration that you have already made, the first step is to (after logging in to CMARS), find the Event you wish to edit. The simplest way to find your event is to select your Name on the right corner of the navigation bar and then select My Events.



The system will display a dialogue box similar to the one below that will show your upcoming Events.

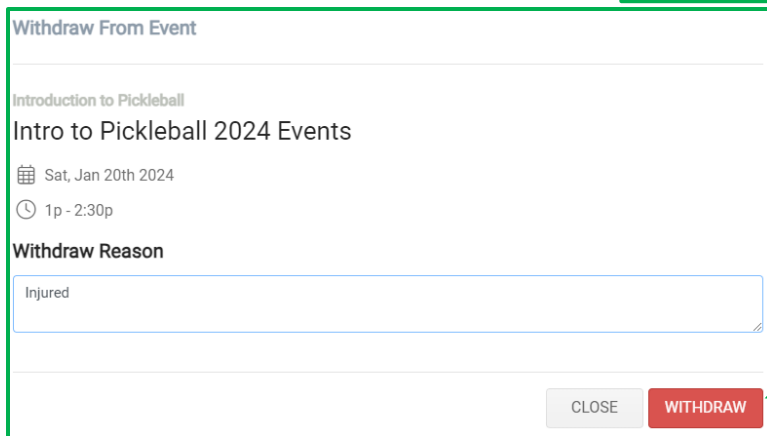


Select **EDIT REGISTRATION**.

In the next dialog box select **WITHDRAW**



In the next dialogue box enter a Withdraw Reason and select **WITHDRAW** again.



You will receive a notification that you have successfully withdrawn.

