

# INSTRUCTIONS TO COMPLETE A RESERVATION

Reservations are available 24 hours in advance. Online reservations close one hour prior to scheduled start time.

Capacities are limited. If you are put on the waitlist, you do not have a completed reservation. You will be notified if you are moved from the waitlist into a secured reservation.

**Step 1:** Visit [www.ssprd.org/drop-in-fitness.html](http://www.ssprd.org/drop-in-fitness.html).

**Step 2:** Filter by class category, location, class name or instructor.

[category]  [class name] [instructor]

Mon 8/3

Time	Title	Instructor	Studio	Category	Location	
8:00am-8:55am	Power Hour	Denise O.	Lone Tree Gym	Land	Lone Tree Group Fitness Classes	Description   Sign Up 24 SPOTS LEFT
9:15am-10:10am	Zumba	Lisa C.	Lone Tree Outside - West	Zumba	Lone Tree Group Fitness Classes	Description   Sign Up 23 SPOTS LEFT
10:15am-11:10am	Gentle Yoga	Lynne M.	Lone Tree Outside - West	Mind/Body	Lone Tree Group Fitness Classes	Description   Sign Up 8 SPOTS LEFT
10:45am-11:30am	SilverSneakers® Circuit	Denise O.	Lone Tree Gym	Silver Sneakers	Lone Tree Group Fitness Classes	Description   Sign Up WAITLIST ONLY

**Step 3:** Review the description which includes a release, then click sign up for your preferred time.

[category]  [class name] [instructor]

Mon 8/3

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**Step 4:** Create an account by clicking "create a login" with your preferred email and password. Use this account for all future reservations.

[Login](#)  [Forgot Password](#)

SSPRD ID #

First Name

Last Name

Email Address

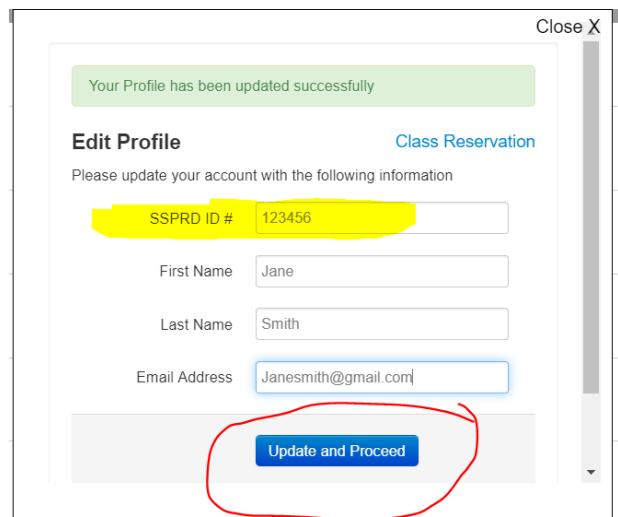
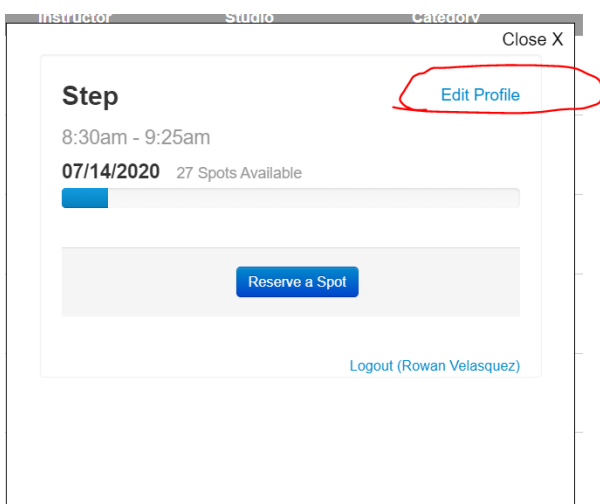
Password

Confirm Password

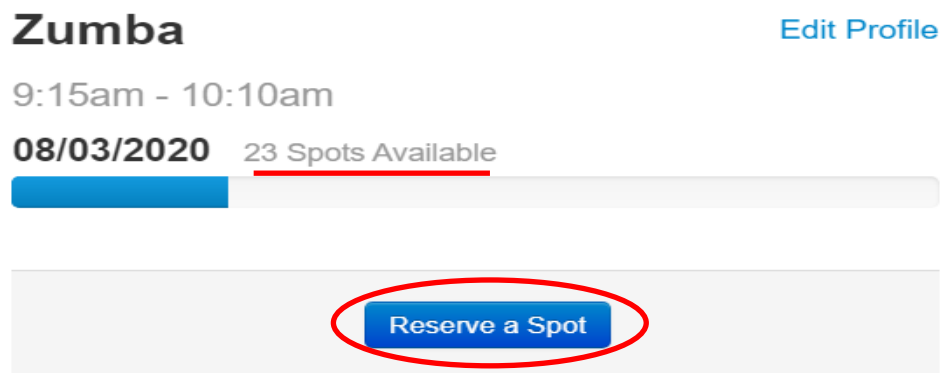
**Step 5: Add your SSPRD ID number to your profile (will help with faster check in at the facility).**

## How to add your South Suburban ID number to GroupExPro

- Go to <https://ssprd.org/drop-in-fitness.html> to reserve a fitness class. Click on the Sign up button for the class that you want to reserve and log in to your account.
- Before you Reserve a Spot, click on **EDIT PROFILE** in the top right corner of the pop-up box.
- Enter your **SSPRD ID Number**, which can be found in the lower left corner of your South Suburban ID card.
- Click Update and Proceed. Now, your ID Number will be listed next to your name on reservation lists, so front desk staff can easily check you in. You only have to do this once.



**Step 6: Login with your newly created account and click reserve a spot. Notice that the number of remaining spots is indicated.**



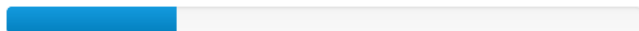
**Step 7: You will receive the below confirmation screen and an email to confirm your reservation is complete.**

## Zumba

[Edit Profile](#)

9:15am - 10:10am

08/03/2020 22 Spots Available



You have reserved a spot in the class.

You are currently signed up to attend this class.  
[Cancel Reservation](#)

You have reserved a space in the following class:

Class: Zumba

Location: Lone Tree Group Fitness Classes

Date: 08/03/2020

Time: 9:15am

Studio: Lone Tree Outside - West

Thanks and we'll see you soon!  
South Suburban Parks and Rec

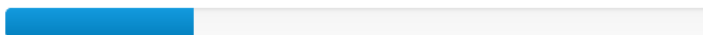
**To Cancel Your Reservation: Log back in and select the timeslot you wish to cancel by clicking sign up for class. You will receive the below message. Then select "cancel reservation."**

## Zumba

[Edit Profile](#)

9:15am - 10:10am

08/03/2020 22 Spots Available



You have reserved a spot in the class.

You are currently signed up to attend this class.  
[Cancel Reservation](#)

**Reservations may also be completed by calling the facility directly, but online reservations are preferred.**