SOLDIERFIT



#### I am a new guest

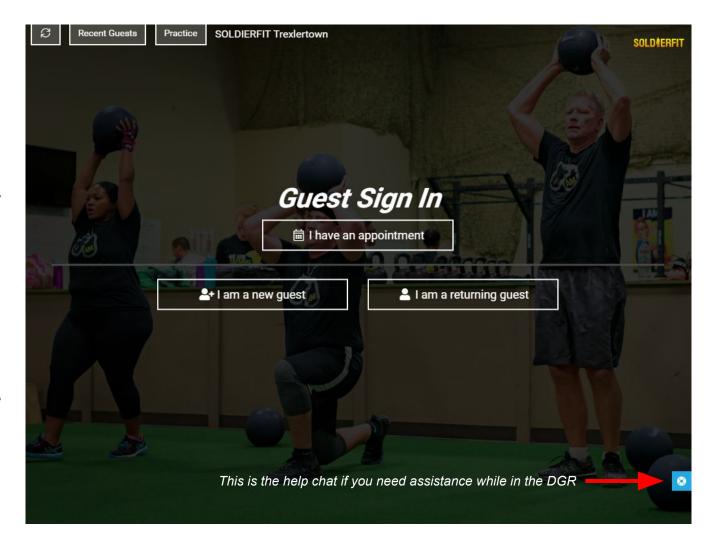
All guests should fill this out. This is where the Guest Liability Waiver signature lives.

#### I am a returning guest

If a guest has registered before, they can tap this and check in using their name, email or cell phone. If they do not have a Guest Waiver Signature on file, it will prompt them to add one.

#### I have an appointment

The guest (or member) will tap this button to check in for an appointment they have today. They search for their name, email or phone, it will only search through the records who have appointments scheduled for today. Signing in this way will automatically mark the appointment as **shown** which will keep the Missed Appointment track from starting.



## I am a new guest (pg1)

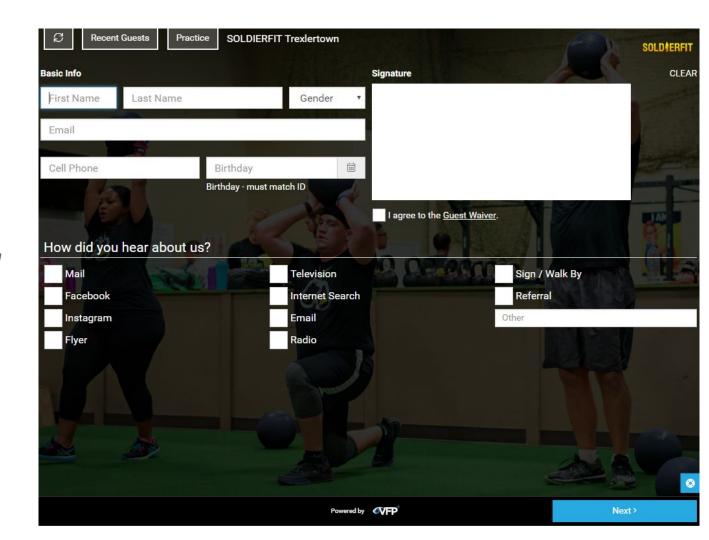
All guests should fill this out. This is where the Guest Liability Waiver signature lives.

First Name, Last Name, Email, Cell Phone, Signature, and Agreeing to the Guest Waiver are **always** required.

Gender and Birthday are options you can disable or not require, however, we recommend leaving birthday since we do not communicate with Minors.

# How did you hear about us?

At least one option should be checked. (Just one is preferred, the one that really brought them in!)



# I am a new guest (pg2)

All guests should fill this out.

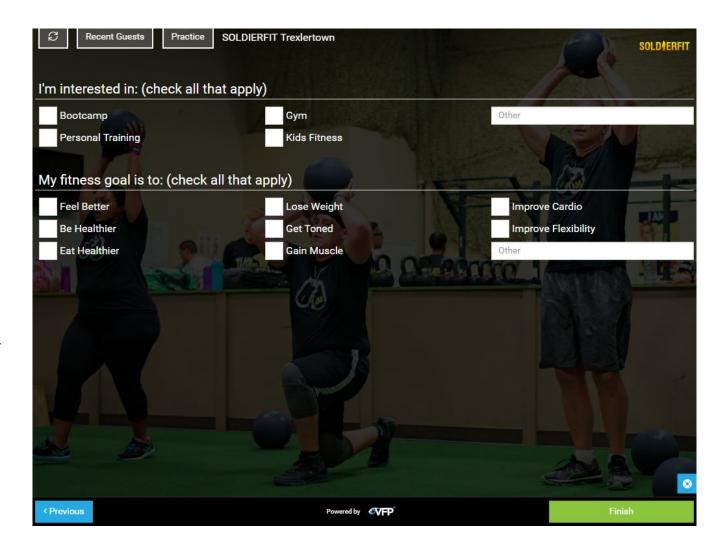
#### I'm interested in:

At least one option should be checked.

# My fitness goal is to:

At least one option should be checked.

\*You can disable this extended feedback page. These options are customizable. Email <a href="mailto:support@vfp.us">support@vfp.us</a> to edit.



#### **Recent Guest Menu**

Tap the Recent Guests button to reveal the guests who have registered or been synced recently.

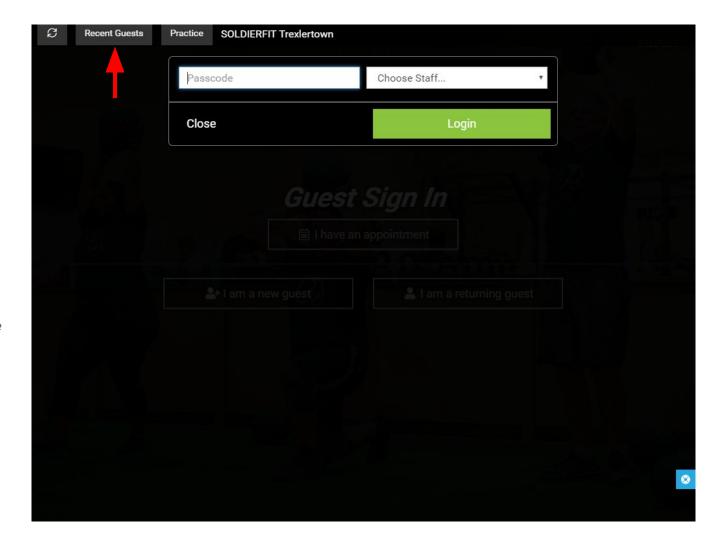
\*Tap Practice to run through a test without registering the events.

# Passcode is 'vfp'

This passcode is enabled to keep guests from viewing other guests' contact information. If the DGR is always managed by an employee, you can disable this passcode, however, it's most common to leave this enabled.

#### Choose Staff...

Choose the staff member that will be taking the guest on a tour, presenting membership pricing, scheduling an appointment, or assigning a guest pass.



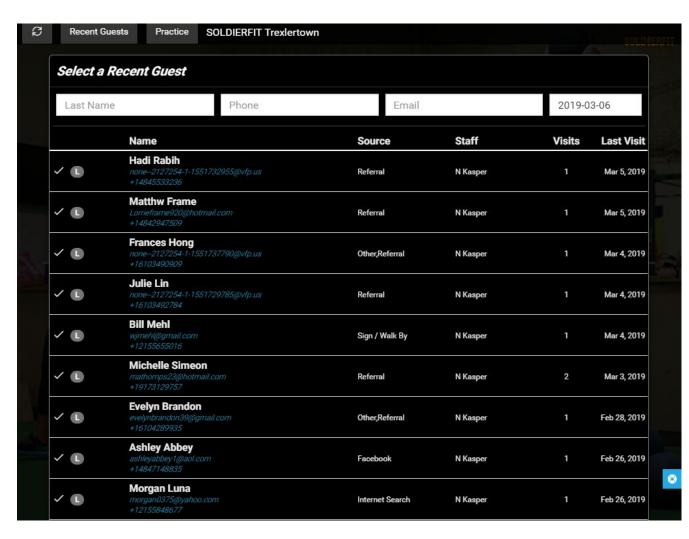
#### **Recent Guest Menu**

This list shows guests only and are in chronological order from most recent to least recent.

You can also search for guests using their Name, Phone, Email, or date they last visited.

## **Synced with Motionsoft**

You'll notice that there is check mark on the left side, if this shows instead of a dash, this guest is synced with Motionsoft. It can take 1 minute up to 2 hours to sync with Moso if you do not tap the Complete Registration button. This delay allows the in-club guest to make a purchase decision before creating a prospect record for them.



#### **Recent Guest Actions**

Tapping on a guest's name brings up this Guest Action menu.

#### Claim Guest

Tap this button to reassign the guest/lead to another sales staff person, otherwise, leave the guest assigned to their follow-up lead owner.

#### Membership Plans\*

Tap this button to jump straight to Membership Plans. If a Tour is enabled, this button will say Tour & Memberships.

#### Schedule Appointment

Tap this button to schedule an appointment, such as a free class or trial.

#### **Complete Registration**

Tap this button to sync this guest with Motionsoft immediately.

#### **Guest Passes**

To assign a Guest Pass, choose a guest pass from the list and tap Start Guest Pass.

\*If the Digital Enrollment is active.

