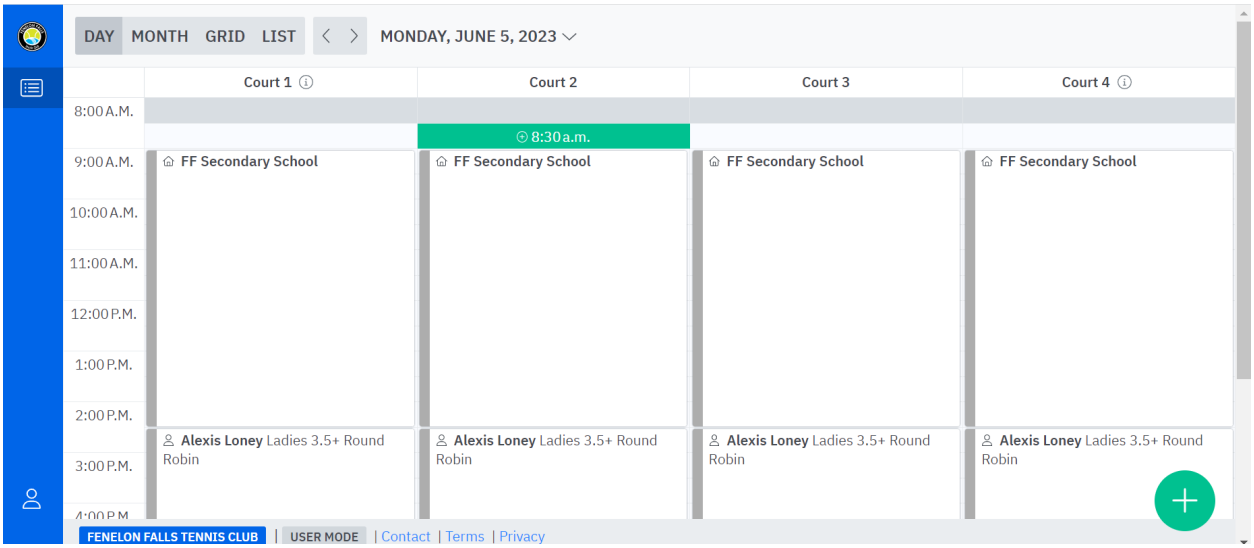
Member Instructions for Managing Court Bookings with Skedda

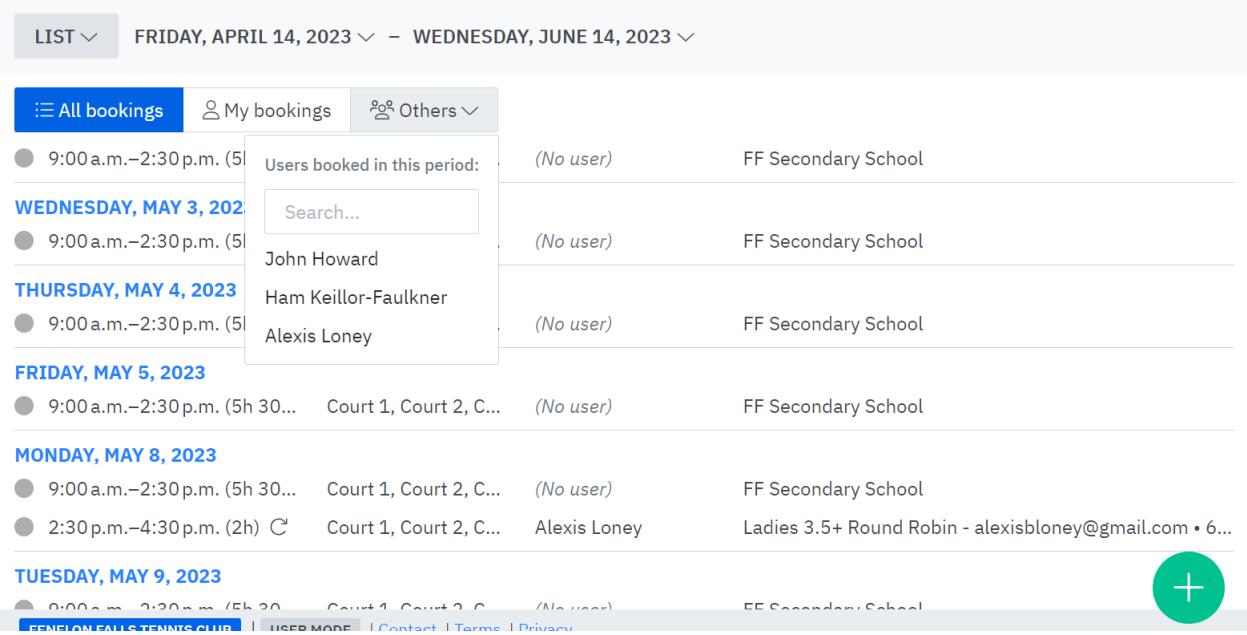
FFTC Skedda accounts will be created for all members in early May. You will receive an email invite to complete your registration and create your password. Only registered FFTC members can login and view our online calendar.

You may login to Skedda on your browser, or with the mobile apps for iOS and Android.

You can search bookings by Day, Month, Grid or List view. Pointing to, and hovering over, any booking will display additional booking details including the convenor name, email and phone number. In Day view, you can select an available window and court and double click to create a new booking. Alternatively, in the Day, Month, Grid or List view, you can click the large + at the bottom right of the screen to create a new booking.

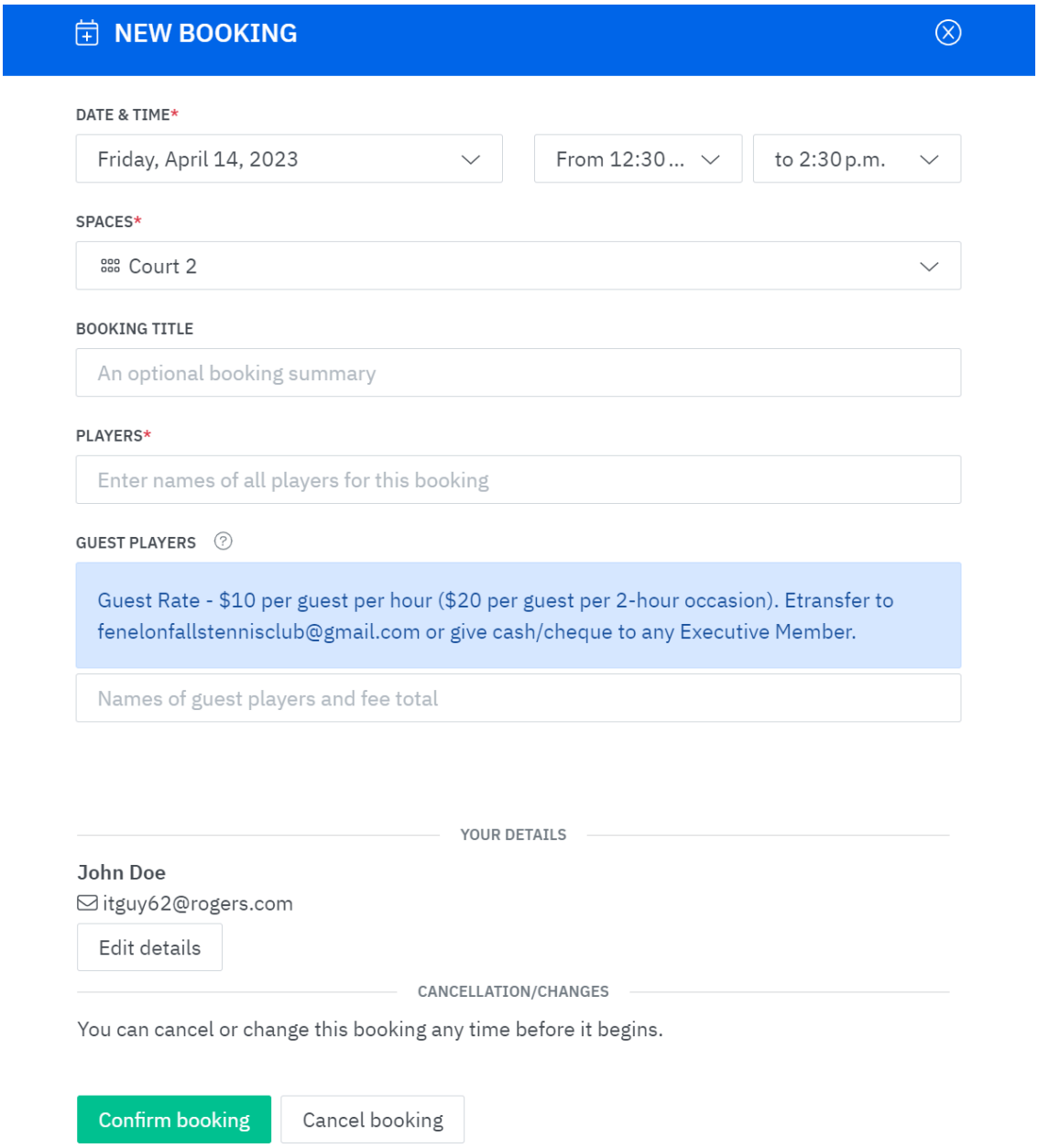


In List view, you can search All Bookings, My Bookings or Others. Be sure to change the date range in the top row. The date range is limited to a two-month window.



Booking Rules (Convenors and Pros are exempt from these rules)

- No recurring bookings
- Each booking is limited to a maximum of 2 hours (in 30-minute intervals)
- Maximum of 5 future bookings at any given time per member
- Cannot make a booking more than 14 days ahead
- Players who have booked a court for a specific time take precedence over players who are "walk-ons" for that particular court. If you have not booked a court, you may be asked to give up your court by players who have made a Skedda court booking.
- Special considerations when booking court 4:
    - Court 4 is available for members to book but please take note that it is also a Pro court. The court is equipped with a curtain that is closed during lessons to lessen the disruption to adjacent courts with errant balls. Our Pros will not book a lesson when all four courts are booked by members. However, should a lesson be requested of them and court 4 has been booked by a member while there are other open courts, the Pro reserves the right to ask the member(s) on court 4 to move to another open court.



Booking Fields

Day & Time - max 2 hour booking

Spaces (court) – Court 1 (East), Court 2, Court 3, Court 4 (West)

Booking Title – optional, used for league play and recurring bookings

Players – Enter the names of all players on the court

Guest Players – Names of guest players and fee total
Guest Rate - $10 per guest per hour ($20 per guest per 2-hour occasion). Etransfer to fenelonfallstennisclub@gmail.com or give cash/cheque to any Executive Member.

Confirm booking or **Cancel booking** – click here to submit your booking or cancel

You will receive an automated email for your booking confirmation with a link to view and modify your booking.

If you need to cancel your booking, please do so as soon as possible so that others can see the court availability and book.

If you require assistance with Skedda online booking, you may contact John Donahue at 416-709-4690 or johndonahue@rogers.com.