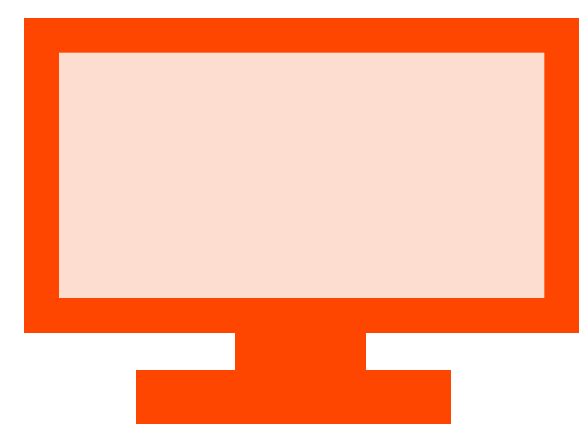




How to Book a GetSetUp Class

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Step 1



Go to www.getsetup.io/partner/lasvegasyymca

Step 2

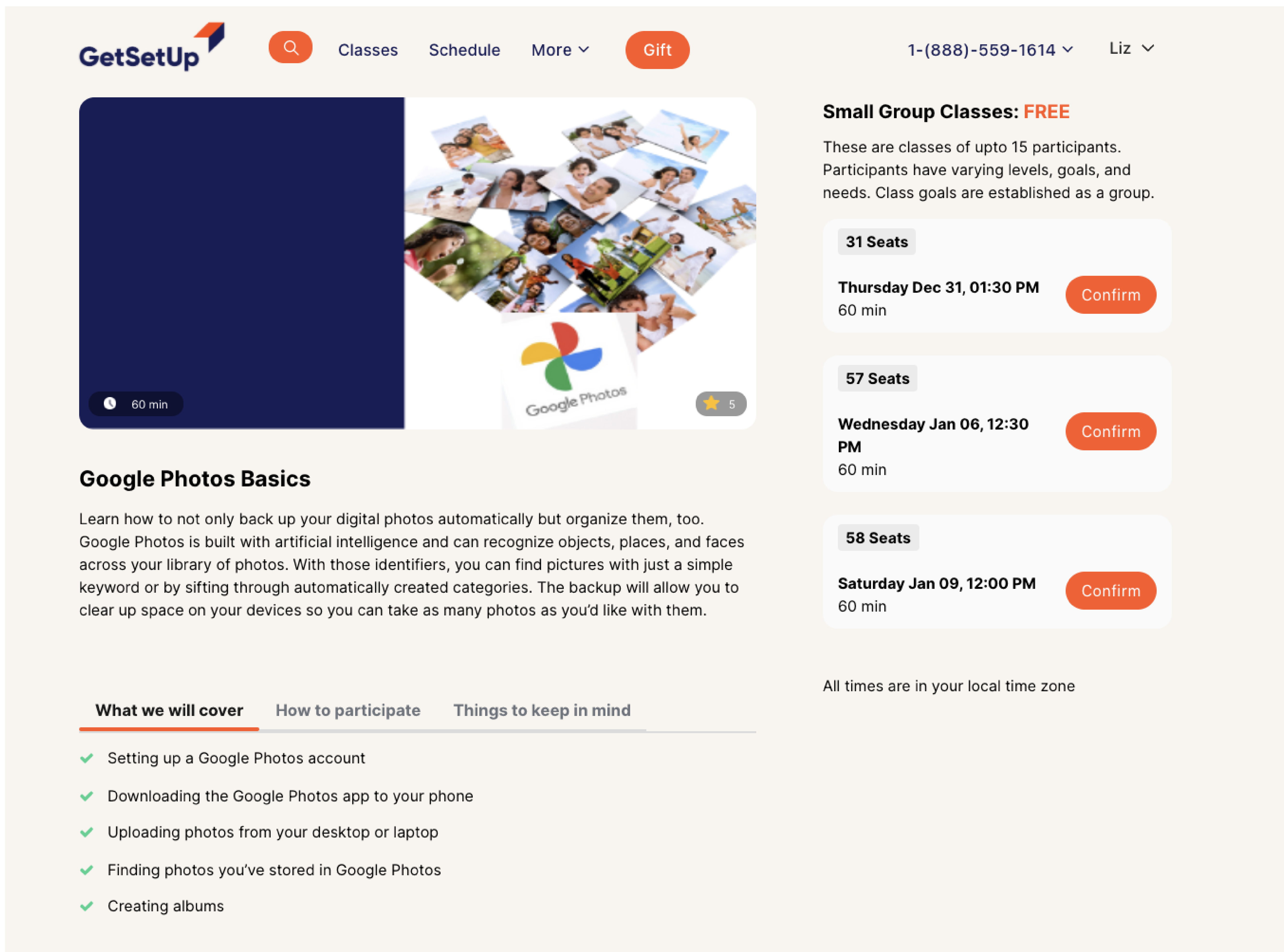
Sort and filter through classes by category, availability, status, or specific date.

The screenshot shows the GetSetUp website interface. At the top, there is a navigation bar with the GetSetUp logo, a search icon, and links for 'Classes', 'Schedule', 'More', and 'Gift'. The phone number '1-(888)-559-1614' and the user name 'Liz' are also visible. Below the navigation bar, there is a header section with the text 'Learn, Connect & Be Healthy at the YMCA of Southern Nevada!' and a description of the platform. The main content area features a horizontal scrollable menu of categories: 'Hiring and Jobs', 'Social Hours', 'Technology', 'All Categories', 'Aging in Place', 'Communication', 'Creativity', and 'Finance'. Below this menu, there are tabs for 'IN SESSION', 'Full Class Roster', 'New Classes', 'Classes This Week', and 'Series'. The 'Classes This Week' tab is selected, showing a grid of class cards. Each card includes a class title, time, duration, category, and a 'Register Now' button. The classes shown are 'New Member Orientation', 'OneDrive Basics', and 'Advanced Zoom for Zoom Hosts'. Red arrows point to the 'All Categories' filter and the 'Classes This Week' tab, with the text 'Sort By Category' and 'See Classes This Week' respectively.

The screenshot shows the 'Schedule' filter selected in the GetSetUp website. The navigation bar is the same as in the previous screenshot, but the 'Schedule' link is highlighted with a red circle. Below the navigation bar, there is a horizontal scrollable menu of dates: 'WED 30', 'THU 31', 'FRI 01', 'SAT 02', 'SUN 03', 'MON 04', and 'TUE 05'. The 'WED 30' date is selected, and a red arrow points to it with the text 'Sort By Date'. Below the date menu, the text 'Wednesday, December 30, 2020' is displayed. The main content area shows a list of classes for that date. Each class card includes a time slot, duration, class title, instructor name, and a 'Get in' button. The classes shown are 'Introduction to Art Journaling' and 'New Member Orientation'. The 'Introduction to Art Journaling' class is marked as 'In Session'.

Step 3


Watch the video which has a Guide talking about the class, read the class description, and share with friends from the class page.



The screenshot shows the GetSetUp website interface. At the top, there is a navigation bar with the GetSetUp logo, a search icon, and links for 'Classes', 'Schedule', 'More', and 'Gift'. On the right, there is a phone number '1-(888)-559-1614' and a user name 'Liz'. The main content area features a video player for 'Google Photos Basics' with a 60-minute duration and 5 stars. Below the video is the class title 'Google Photos Basics' and a description: 'Learn how to not only back up your digital photos automatically but organize them, too. Google Photos is built with artificial intelligence and can recognize objects, places, and faces across your library of photos. With those identifiers, you can find pictures with just a simple keyword or by sifting through automatically created categories. The backup will allow you to clear up space on your devices so you can take as many photos as you'd like with them.' Below the description are three tabs: 'What we will cover', 'How to participate', and 'Things to keep in mind'. Under 'What we will cover', there is a list of five items, each with a green checkmark: 'Setting up a Google Photos account', 'Downloading the Google Photos app to your phone', 'Uploading photos from your desktop or laptop', 'Finding photos you've stored in Google Photos', and 'Creating albums'. On the right side of the page, there is a section for 'Small Group Classes: FREE' with a description: 'These are classes of upto 15 participants. Participants have varying levels, goals, and needs. Class goals are established as a group.' Below this are three class options, each with a 'Confirm' button: '31 Seats' on 'Thursday Dec 31, 01:30 PM' (60 min), '57 Seats' on 'Wednesday Jan 06, 12:30 PM' (60 min), and '58 Seats' on 'Saturday Jan 09, 12:00 PM' (60 min). At the bottom of this section, it says 'All times are in your local time zone'.

Step 4

When you are ready to book a seat in the class:

- Go to the right-hand side of the page
- Click the  button next to the date and time that works for you.
- All times are reflected on your device in your local time zone.

Step 5

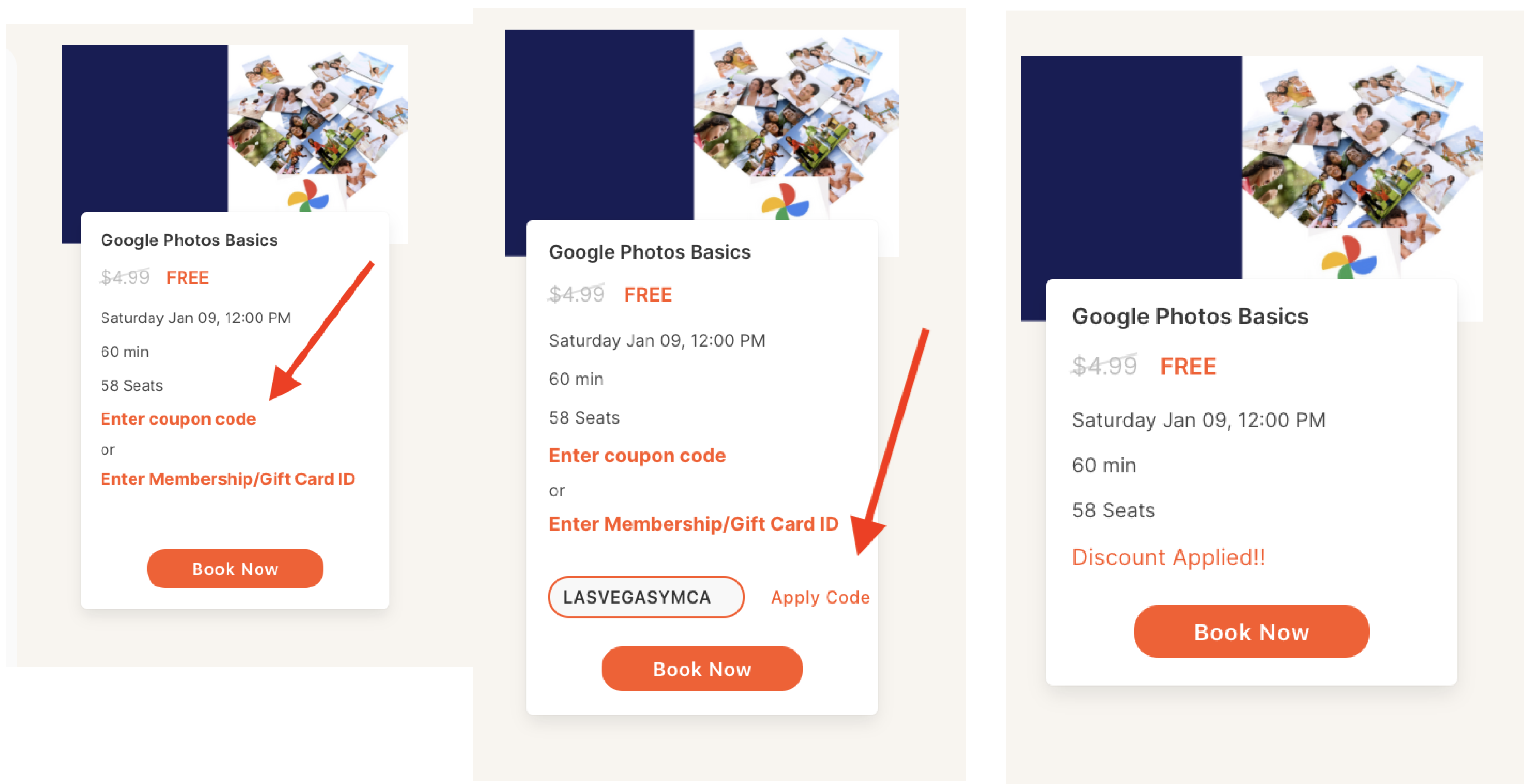
Fill out your personal information on this page.

The screenshot shows the GetSetup website interface. At the top, there is a navigation bar with the GetSetup logo, a search icon, and links for 'Classes', 'Schedule', 'More', and 'Gift'. The phone number '1-(888)-559-1614' and the user name 'Liz' are also visible. The main content area is a registration form for a class. The form includes fields for 'First Name *' (containing 'Liz'), 'Last Name *', 'Email *' (containing 'liz@getsetup.io'), and 'Best Telephone Number to Reach you or interested senior at:'. There are radio buttons for 'Are you booking this class for yourself? *' with 'Yes' selected. A text field asks 'What is one thing you want to learn from this class?'. A dropdown menu for 'Describe your experience level using Zoom.' is set to 'None, I've heard of it'. There are radio buttons for 'Does the device (e.g. computer, tablet) you will be using for your class have a microphone and camera?' with 'Yes' selected. At the bottom, there is a checked checkbox for 'I agree to the Privacy Policy and Terms of Service'. To the right of the form, a class card for 'Google Photos Basics' is displayed, showing a price of '\$4.99 FREE', the date 'Saturday Jan 09, 12:00 PM', duration '60 min', and '58 Seats'. Below the card are links for 'Enter coupon code' and 'Enter Membership/Gift Card ID', and a 'Book Now' button.

Step 6

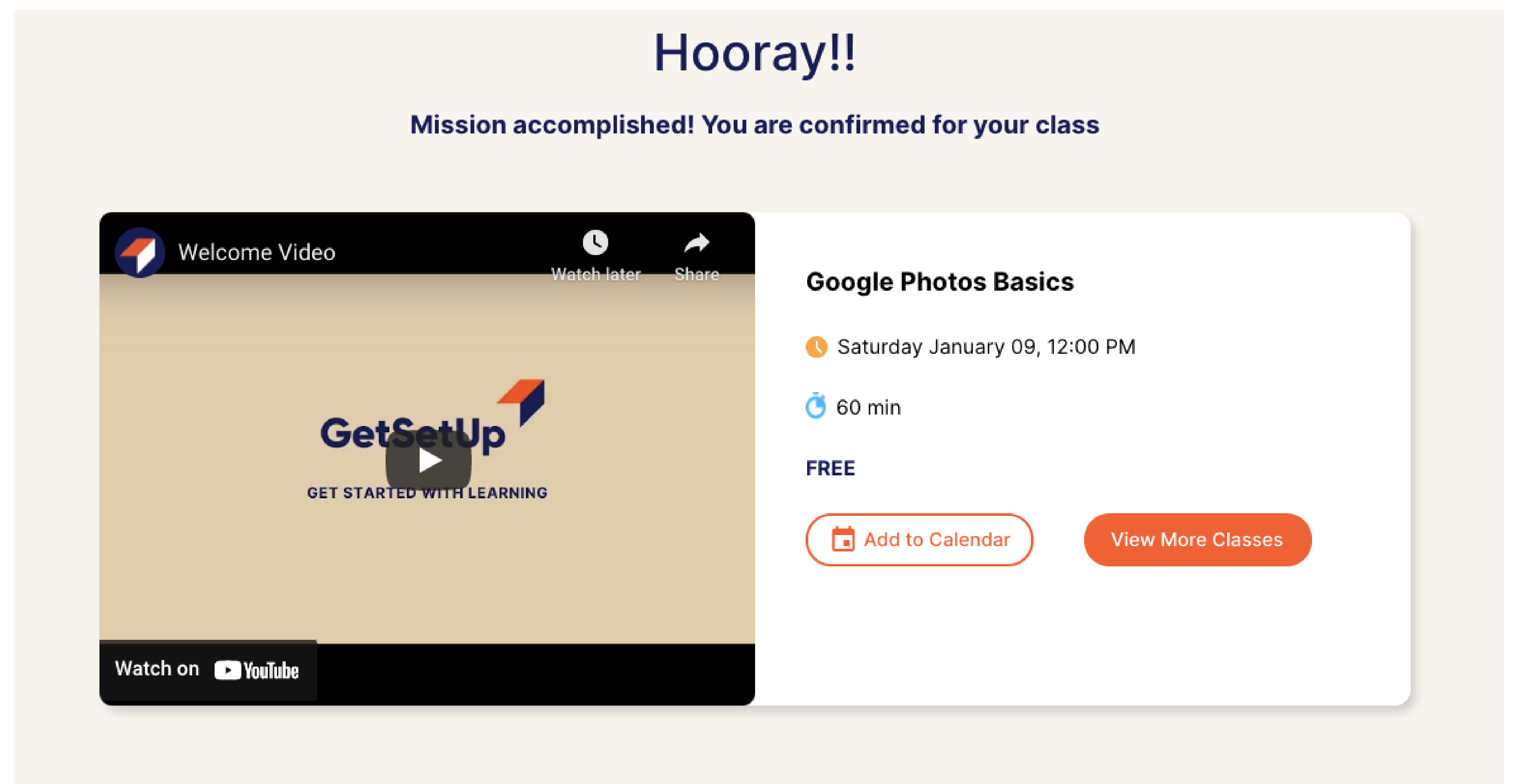
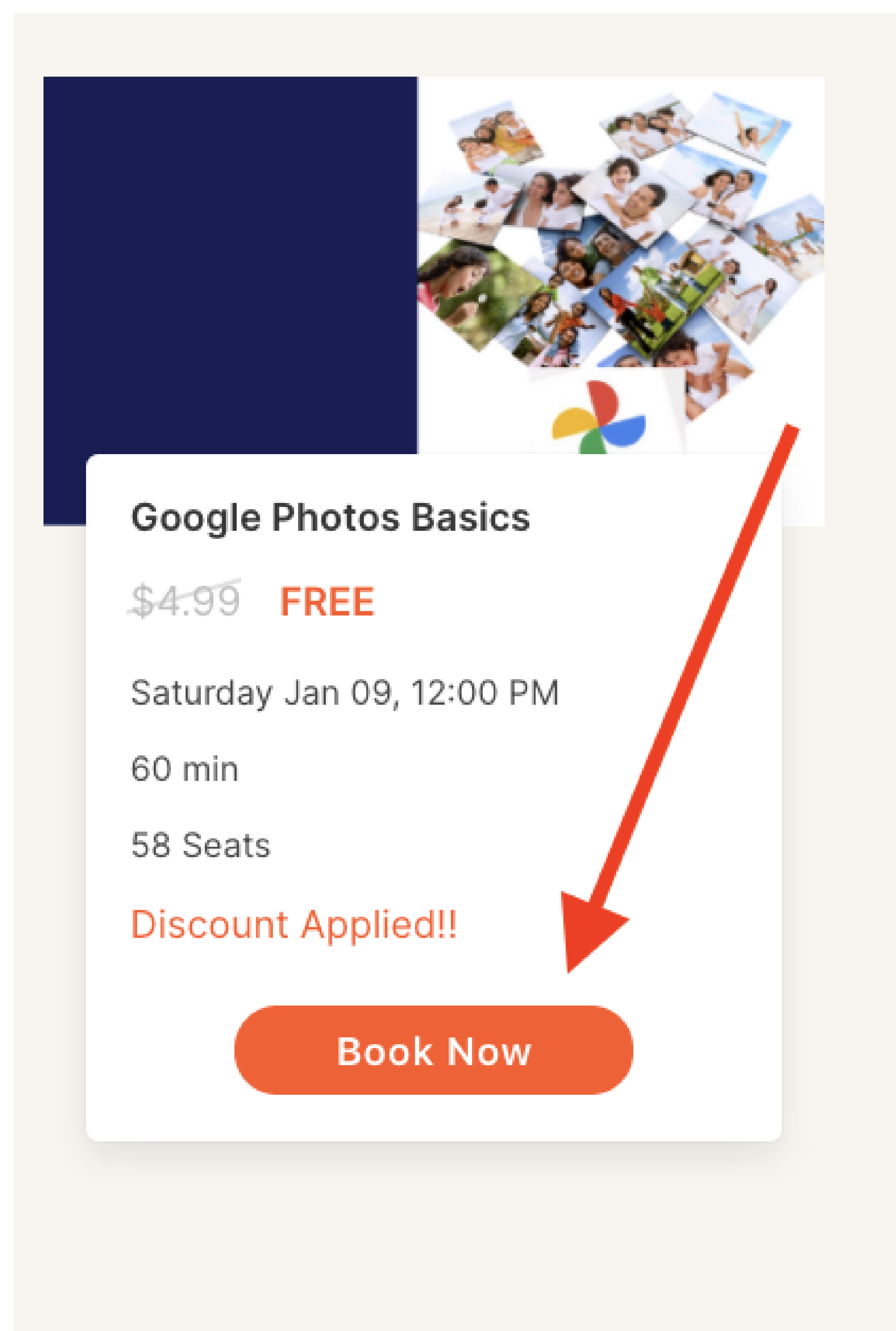
For any classes with a fee, use your coupon code **LASVEGASYMCA**.

Click "Coupon Code", type in **LASVEGASYMCA**, and click "Apply Code" then the class will show as FREE!



Step 7

Press the blue “Book Now” button then you’re all set! Watch the video on the booking confirmation screen titled “Mission accomplished! You are confirmed for your class”.



Step 8

You will receive a booking confirmation email right after booking with the option to add an event to your digital calendar (Google and Yahoo).

Step 9

On the day of your class you will receive 2 reminder emails titled “Happening Today” and “1 Hour Reminder”.

Both emails have a blue button in it that says “Join Class”

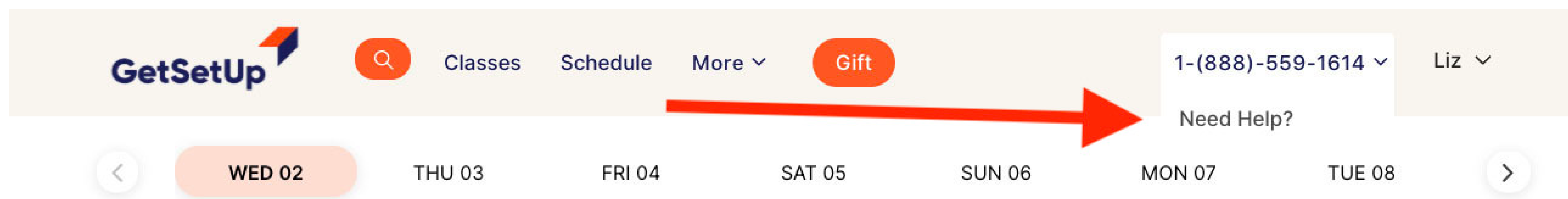
Click that “Join Class” button within 5 minutes of the class start time to join. We look forward to seeing you in class!

Where to Find Help


Visit the “Need Help” Page

Located at the top of the GetSetUp landing page, you will find our Support phone number with a carrot (downwards facing triangle) next to the number.

You can click that carrot to open up our “Need Help” page, this page will show all the ways to contact us for help and FAQ articles.



Chat

In the bottom right-hand corner of the website you’ll see this icon  you can click that to start a live chat with one of our specialists.

Phone

You can call our Learner Support phone line for any help **1-888-559-1614**

Email

Feel free to send an email with any questions to **help@getsetup.io**

Help Center

There are articles in the Help Center that have tutorials, video walk-throughs, and written answers. Visit **<https://support.getsetup.io/>**

New Member Orientation

This is a great starter class to learn how to navigate the GetSetUp website, how to book a class, and learn more about class offerings.

1:1 Video Support

If you need additional support with your device to join a class, you can book a 1:1 session with one of our specialists.