Online Registration & Reservation System Guide – Online Account Setup

This guide will lead you through how you

- **Create** an **online** account
- **View** available programs, classes and fitness amenities requiring advance registration and/or reservation
- **Register** for a program or class
- **Reserve** a lane in our lap pool, a fitness station, time in the tot pool, and other fitness options

Tip to using this guide: Look for the yellow arrows. They are your guide to important areas of the screen illustrations

**IMPORTANT!** The first step is to set up your **online** account. Since you are already a JCC member, you are in our member database which links to this online portal. However, you do not automatically have an online account until you “link” your member record to an online account. If you’re not sure whether you already have an **online** account, you can easily and quickly check and, if necessary, reset your password to gain access.

If you have questions or need further assistance, please email [membership@marinjcc.org](mailto:membership@marinjcc.org).
Online Registration & Reservation System Guide – Online Account Setup

Section 1: Set up, Sign in, or Find your login information for your existing account

If you are new to the JCC’s online registration and reservation system, no problem! We’ll walk you through how to link your existing member record to a new online account so that you can use this system from the comfort of home.

Think you may have set up an online account previously, but lost track of the password? Also, no problem! We’ll help you get a new password.

Either way, your first step is to go to https://memberlink.marinjcc.org/OnlineEdge/login.html. (Be sure to bookmark this link so you can find it again easily)! You can also find a link to the online system on our website at www.marinjcc.org. (If you start from the calendar view page, click on the “Sign In” link at the top right of the page).

If you think you MIGHT have set up an online account before, but you’re not sure, or you can’t remember your user name try this.

Welcome back!
Please sign into your account.

Leave the Username field blank, and just click on the small blue text labeled, “I forgot my username” under the Username text box.

If you have questions or need further assistance, please email membership@marinjcc.org.
If you have questions or need further assistance, please email membership@marinjcc.org.
If you have questions or need further assistance, please email membership@marinjcc.org.
CONGRATULATIONS! You are all set and ready to use our online reservation and registration system. Get ready to swim (or jump on the elliptical, or attend that class)?

Section 2: Register or reserve your class, pool time, fitness station and more!

You’re ready to go!

Once you have created an account (and logged in) you will be directed to this page.

First, select which category of programs, classes, or fitness stations you want to use by clicking on your choice at the top (i.e. Lap Lanes, Tot Pool, Outdoor Fitness, Outdoor Elliptical).

That way you’ll just see the calendar for the program or services you are interested in.

If you have questions or need further assistance, please email membership@marinjcc.org.
Once in the calendar view, click the item you want to reserve – note that you are clicking on the specific item, on the specific day, and at the specific time you want.

Next, click the check box next to your name.

Then click on the green “Register” button.

That’s it. You have reserved your spot! You can go back to the calendar and reserve or register for additional items.

Important: You should receive a confirmation email from Efinesstri that you have been registered (see below). Check your Spam or Junk box if you do not see the email in your inbox.

**If you don’t receive the confirmation email (example below), you have not reserved your spot!**

Please print or have the email on your smart phone to show the staff member at check-in.

If you have questions or need further assistance, please email membership@marinjcc.org.
CONGRATULATIONS! You are registered and your spot has been reserved!

If you have questions or need further assistance, please email membership@marinjcc.org.