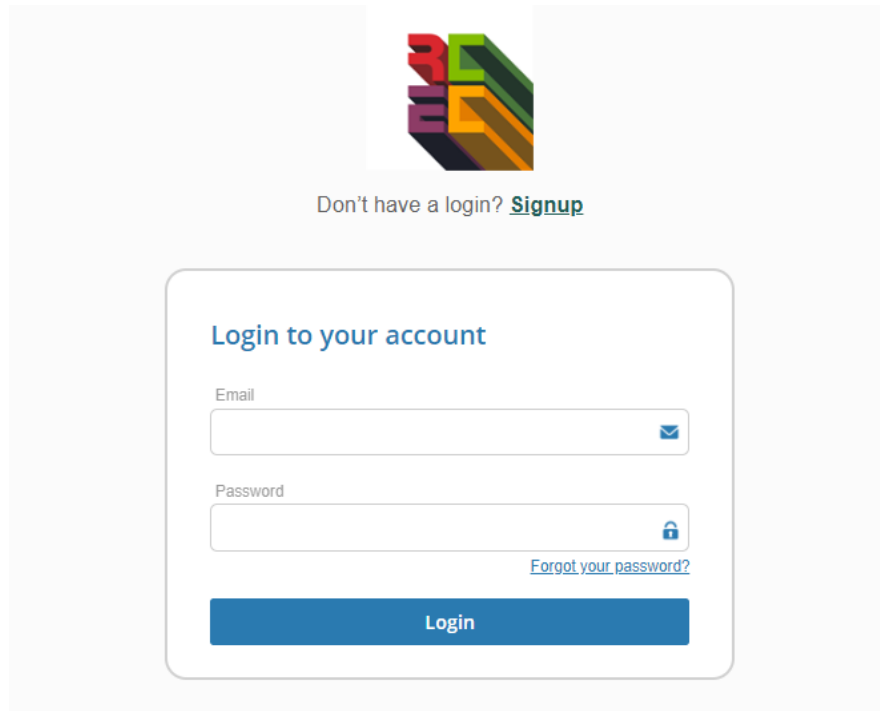


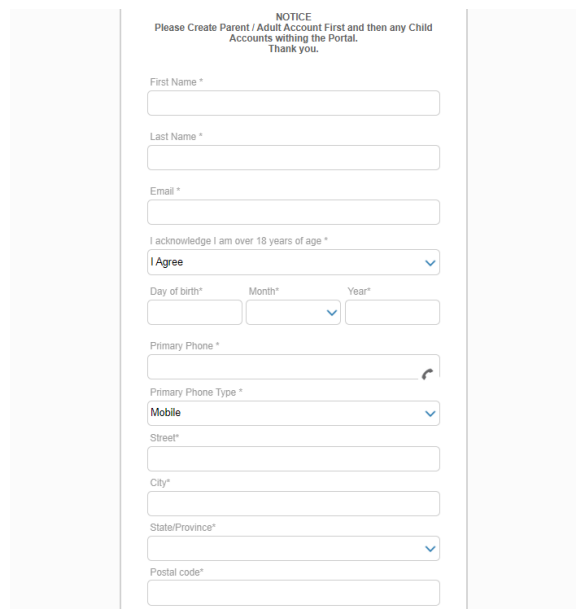
If the client is already in Perfect Mind, please ensure the email address they would like to use for the online account is already on their existing account and client information. This is especially important for Membership holders. If they are new users, this is not applicable and they can proceed with the sign up.

**** For staff online access please ensure your personal email is active on your PM account first ****

Go to ratheastlinkcc.perfectmind.com and click "Sign Up" at the top of the page.



Complete all fields in the account information screen and click "I am not a Robot" and "Submit". If you have an existing account, it will show all of the people on your account at this point. If your account is new, it will take you to a blank page



If you don't see this list like the one below, your account is new! You will need to add your family members that you would like to enroll in programming. You can do this by clicking on "My Info" and "Add Family Member" and complete all information for each person you add to the account.



Rath Eastlink Community Centre
(1) (902) 893-2224

[My Info](#) [Activity Registration](#) [Facility Bookings](#)

Family Members

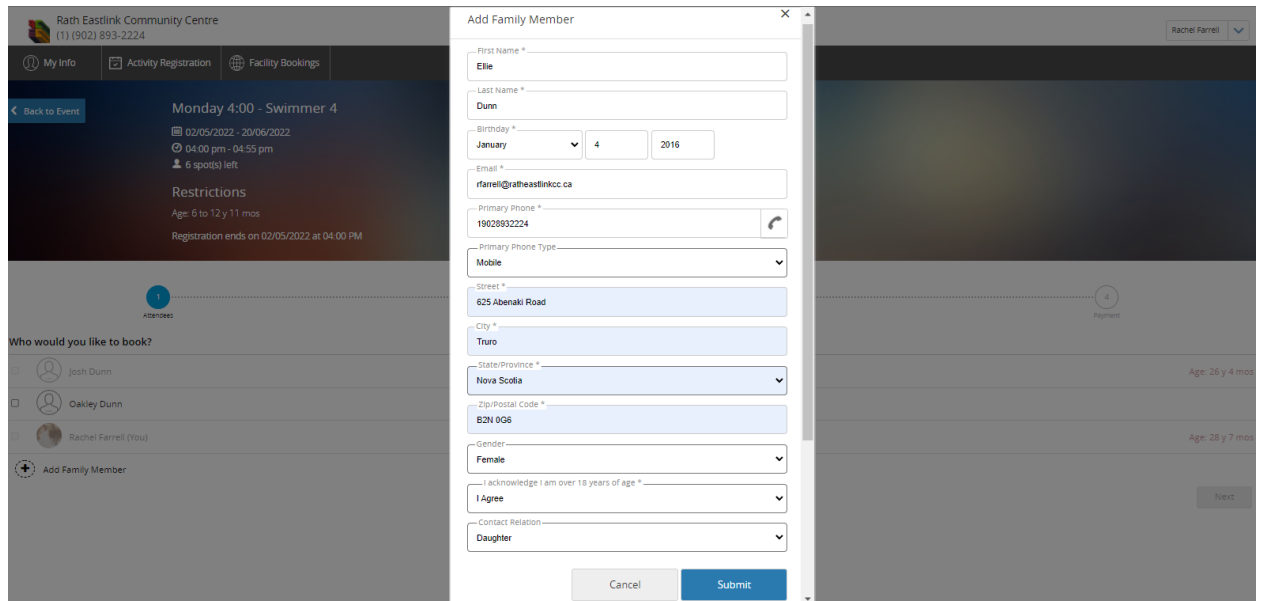
Add Family Member

Full Name Simple ▲

Josh Dunn

Oakley Dunn

Rachel Farrell



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Monday 4:00 - Swimmer 4
02/05/2022 - 20/06/2022
04:00 pm - 04:55 pm
6 spots left

Restrictions
Age: 6 to 12 y 11 mos
Registration ends on 02/05/2022 at 04:00 PM

Who would you like to book?

- Josh Dunn
- Oakley Dunn
- Rachel Farrell (You)

Add Family Member

First Name *
Elie

Last Name *
Dunn

Birthday *
January 4 2016

Email *
rfarrell@ratheastlinkcc.ca

Primary Phone *
19028932224

Primary Phone Type
Mobile

Street *
625 Abenaki Road

City *
Truro

State/Province *
Nova Scotia

Zip/Postal Code *
B2N 0G5

Gender
Female

I acknowledge I am over 18 years of age *
I Agree

Contact Relation
Daughter

Cancel Submit

Once you are ready to register in a program, click “Activity Registration” and select the service you are looking for (i.e. swimming lesson). Then choose the desired activity level, date and time.

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My Info Activity Registration Facility Bookings

Filters [Reset](#)

Keyword [Reset](#)
Search

Location [Reset](#)
Location

Date Range [Reset](#)
dd/MM/yyyy - dd/MM/yyyy

Days of week [Reset](#)
 Mon Tue Wed Thu Fri Sat Sun

Age [Reset](#)
 yr mos - yr mos

RECC - Public Times

Aquatics - Swimming Lessons
Aquatic Programming
[Hide courses](#)

Monday 4:00 - Swimmer 4 #2022 [Info](#) \$0.00 - \$95.00

02/05/2022 - 20/06/2022 (8 Sessions) 04:00 pm - 04:55 pm [Book Now](#)

Every Mon Rath Eastlink Community Centre - Aquatics - Competitive Pool 4 spot(s) left

Age: 6 to 12 y 11 mos

You will then come to an activity preview page where all of the activity information, dates and time will be displayed. Please review the information before proceeding to the “Book Now” button. If this is not the lesson you want, you can click “Back” at the top left hand corner of the page.

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My Info Activity Registration Facility Bookings

[Back](#) **Monday 4:00 - Swimmer 4** [BOOK NOW](#)

02/05/2022 - 20/06/2022
04:00 pm - 04:55 pm
4 spot(s) left

Registration ends on 02/05/2022 at 04:00 PM


Fees

Aquatic - NLS RECERT - Staff (NO SFA)	Free
Swimming Lesson - Swimmer 4 - Swimmer 6	\$95.00 <small>Tax included</small>
Swimming Lesson MEMBER - Swimmer 4 - Swimmer 6	\$47.50 <small>Tax included</small>

Course Dates

8 sessions		Every Mon
02/05/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
09/05/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
16/05/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
23/05/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
30/05/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
06/06/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
13/06/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool
20/06/2022	04:00 PM - 04:55 PM	Aquatics - Competitive Pool

About this Course



55 minutes

In Swimmer 4, participants work to complete the Canadian Swim to Survive Standard of: rolling into the water, treading water for 60 seconds, and swimming two lengths. Swimmers will also be introduced to breast stroke arms, and will swim full lengths of front and back crawl.

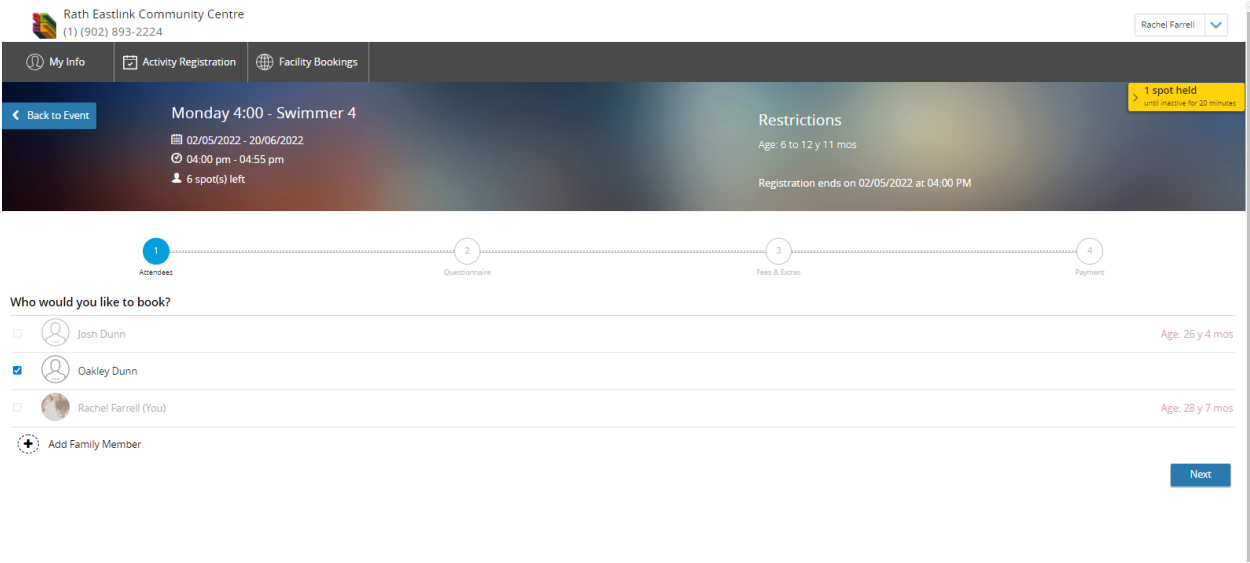
Note: Lessons will take place on May 23rd.

Rath Eastlink Community Centre [Show Map](#)

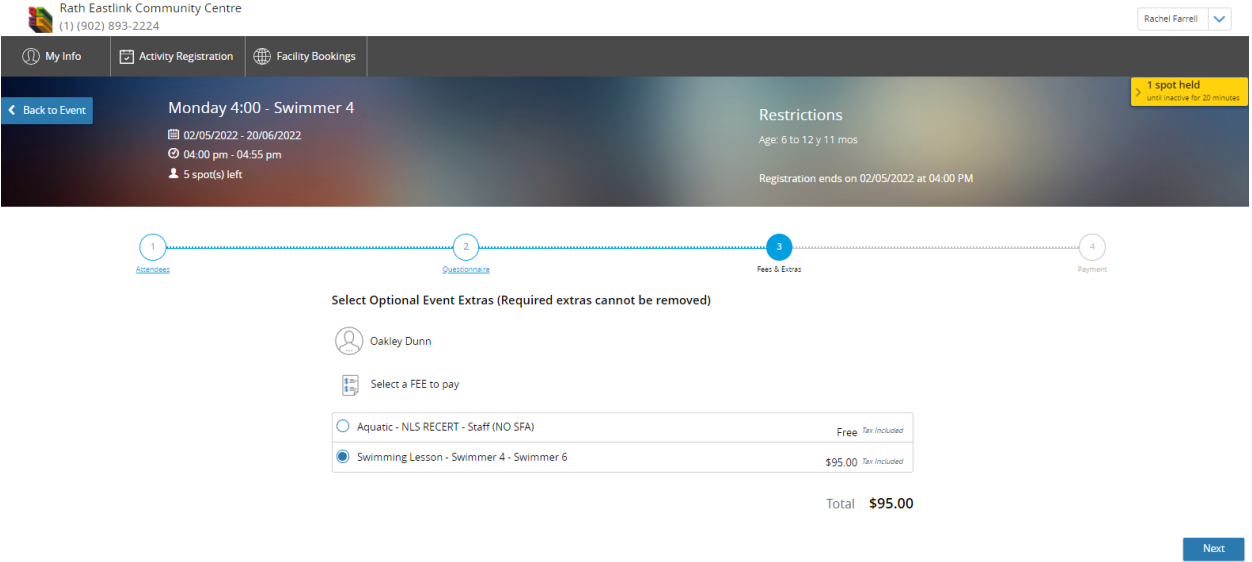
Restrictions

Age Restriction 6 to 12 y 11 mos

After you click “Book Now” you will need to select which account member you would like to enroll. If the person you would like to enroll is not allowing you to click the checkbox by their name, they are not age eligible for the activity.



Click “Next” once you have the correct person selected. This will take you to a pricing screen where members will be offered a lower member price. People with no memberships will only see the non-member price.



Select the relevant pricing and click “Next” which will take you to a cash register screen to complete your online transaction. Payments can be made with the credit card or with account credits.

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My Info | Activity Registration | Facility Bookings

Your credit cards

***** 7010
Rachel L. Farrell Expires: 06/23

Add a new Card Remember this card

Name on Card
Card number
Expiry month Expiry Year
CVV
Address (Street)
City
Country State/Province Zip/Postal Code

Place My Order Continue Shopping

Clear Cart

Monday 4:00 - Swimmer 4
Oakley Dunn
09002062
02/05/2022 - 20/06/2022,
04:00 PM - 04:55 PM

1 x \$95.00
Tax included

1 spot held until inactive for 20 minutes

Payment Summary

Subtotal:	\$82.61
Tax:	\$12.39

Gift Card or Promo Code

Total Due Now \$95.00

After payment information is entered, click “Place My Order”. This will process the transaction and send you a receipt to the email address you used to create the account. The confirmation page that you will see once this is complete is below!

Rath Eastlink Community Centre
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My Info | Activity Registration | Facility Bookings

Thank you!

Monday 4:00 - Swimmer 4
Every Mon, 02/05/2022 - 20/06/2022 from 04:00 PM - 04:55 PM
Oakley Dunn

Add to calendar

The receipt and registration confirmation has been sent to rachel_farrell@hotmail.com

Print Registration Confirm... Book Another Event

CHECKING YOUR BALANCE

Login/Create account as described above and then click on "My Info". This will show you a list of family



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[My Info](#) [Activity Registration](#) [Facility Bookings](#)

Family Members

[Add Family Member](#)

<input type="checkbox"/>	Full Name Simple ▲
<input type="checkbox"/>	Josh Dunn
<input type="checkbox"/>	Oakley Dunn
<input type="checkbox"/>	Rachel Farrell
	

Select your name on the list. This will take you to a screen where you can view any memberships, account credits and all account information.


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[My Info](#) [Activity Registration](#) [Facility Bookings](#)

Rachel Farrell ▼

Family Member Detail

[Back to Client List](#) [Edit](#) [Manage Login](#) [Add Family Member](#) [Invoices](#) [Buy Membership](#)



Rachel Farrell
Farrell, Rachel


Shared Credit
\$0.00

Annual Family Member...
Group Memberships
ends: Dec 31, 2022

▼ General Information

First Name: Rachel
Last Name: Farrell
Age: 28
Birthday: 02/10/1993

I acknowledge I am over 18 yea... --None--



Third Party User Identifier:

From this page you can change your login information, add a family member and check/pay your invoices!

To check and pay an invoice, click on “Invoices”

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My Info Activity Registration Facility Bookings Rachel Farrell

Filters [Reset all](#)

Search [Reset](#)
Invoice#, Contract# or Keyword

Date range [Reset](#)
dd/MM/yyyy - dd/MM/yyyy

Invoice status [Reset](#)
Status
X Scheduled
X Active

Item type [Reset](#)
All

[Back](#)

Invoices

[Make Payment](#) [Receipt](#)

Due soon **\$0.00** Balance due **\$0.00**

Reference/Item	Due Date	Payee	Status	Paid	Remaining	Total
<input type="checkbox"/> Invoice - 22592 TR# 13800, FA-1330	07/05/2022	Rachel Farrell	Scheduled	\$0.00	\$1.00	\$1.00

Items per page 10 1 - 1 of 1 items

To check invoice details, click the checkbox of the invoice you would like to look at and click “receipt”. This will show the date the invoice was made, the balance, the due date and what the invoice is for. If you would like to pay the invoice, select the checkbox of the invoice you would like to pay and click “Make Payment”. Which will take you to the payment screen.

FAQ

If you do not see your membership on your account information or the member price is not populating for you, please call our Welcome Desk at (902-893-2224 ext 0).

If the family members on your account are not correct, you can edit each person by clicking on their name on your “My Info” list and then selecting “Edit”.

If you would like to withdraw your registration, please contact our Welcome Desk at (902-893-2224 ext.0)

If you believe that the balance you are seeing on your invoice page is incorrect, please contact the person who you booked with for clarification.

June 1/22 update:

Create a client profile with their email address. From the client profile screen, select “Manage Login” just above their name .

Select “Create” if they are new or “Reset” if you need to reset to send them an email link to reset their online password/access.

The screenshot shows the 'Client Details' page for a client named Hawley Powney. The 'Manage Login' button is circled in yellow. A modal window titled 'Manage Login' is open, displaying the text 'Hawley Powney does not currently have a member login'. Below this, there are four options: 'Create Login' (with a lock icon and a 'Create' button circled in yellow), 'Reset Login' (with a refresh icon and a 'Reset' button), 'Deactivate Login' (with a lock icon and a 'Deactivate' button), and 'Activate Login' (with a power icon and an 'Activate' button). A red 'X' is visible next to the 'Reset' button.

The screenshot shows the 'Create Login' modal window. It contains the text: 'By creating a member login, an email will be sent to member with username and temporary password.' Below this text is a 'Create' button circled in yellow and a 'Close' button. The background shows the client details for Hawley Powney.

Create Login Summary



1 Member login(s) were created successfully

Done

Prevent Access Reason:

RECC Custom: