

How We Use SignUpGenius

As a member of the Club, we invite you to use SignUpGenius (SUG) for signing up to participate in our organized play, social events, and to be a volunteer for the volunteer opportunities.

How do I sign-up? You have **three ways** to access these sign-ups:

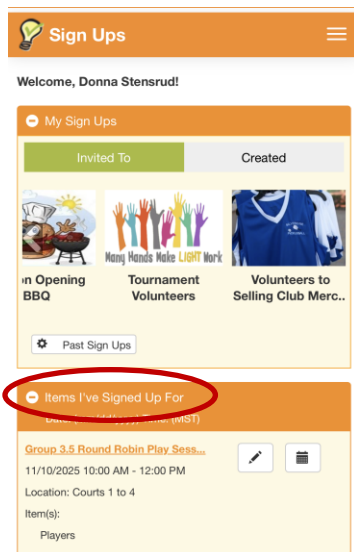
1. Use the **SignUpGenius app** on your mobile phone or tablet/iPad. In "My Sign Ups" you will find all the sessions you can sign-up to attend. "Items I've Signed Up For" are sessions you have signed to attend.
2. On the **SignUpGenius website**, log in to your SUG account. Click on the "Invited to" you will find sessions you can sign-up to attend. The "Signed up" tab takes you to the sign-ups you registered to attend.
3. Visit your level **Silveridge Pickleball Pickle Page** (pages can be found on the website: bottom of the SignUpGenius page and the Court Schedule page) when you wish to sign-up. Also, remember to save the link in your internet browser for ease of locating it again.
 - Click on the sign-up, click on "Sign Up" and "Submit & Sign Up" at the bottom of the page.
 - Fill in your name and email (might fill in automatically) and click on "Sign Up Now!"

Members will only be able to sign-up for the events they have been given access to.

Notifications from SUG: You will receive a reminder email for events you've signed up to attend. If you don't receive emails from SUG, please look in your Junk Email or Spam and add info@signupgenius.com to your contacts to ensure the emails are not blocked. If you have problems with your SUG account, please contact support@signupgenius.com.

Signed up to participate in a session/event and you need to cancel? You have a couple of options:

1. From the **SUG app** in the "Items I've Signed Up For", which is all sessions you've signed up to attend and click on the title of the event. You will see your name and under it an "Edit" and "Delete" button. Click the "Delete" button to remove your name.



Note from SUG: Currently, we do not offer a mobile app in the App Store. However, we will most likely release a new version later this year.

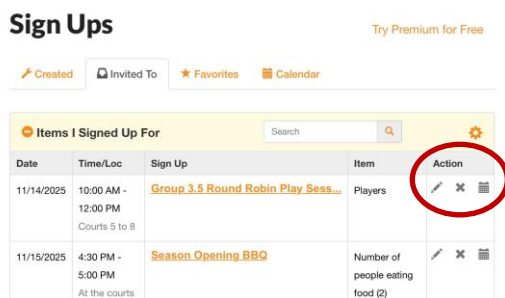
After careful consideration, our product team is focused on enhancing the mobile experience directly from your browser. This allows us to keep the entire product fully updated in one place, without the need for app downloads or updates. We're confident that this streamlined approach will make your sign-up experience smoother, faster, and more reliable.

You can now access SignUpGenius with all the same features—creating, managing, and signing up for events—directly from your **mobile** browser at signupgenius.com. This change ensures that you always have the latest version of SignUpGenius, with no need to worry about app updates.

It is recommended to bookmark the site or add it to your home screen for easy access. Here's how:

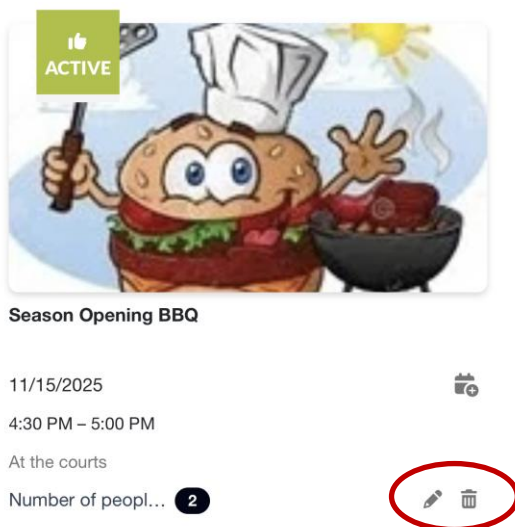
1. Open your **mobile** browser and visit m.signupgenius.com.
2. Tap the Share button (usually at the top or bottom of your screen).
3. Select **Bookmark** or **Add to Home Screen** for quick access

- From the **SUG Website**. In the “Invited To” you will see all the sessions you signed up to attend. Find the session you need to cancel but don’t click on the event. In the “Action” column on the far-right side, click on the “X” (delete this item), and then “Yes, Delete”.



On a mobile phone, click on “Signed Up”, find the session you want to delete. There is a small pencil, and garbage can at the bottom right side of the sign up. Click the garbage can to delete your sign up. **See picture below.**

If you click on the pencil, it is another way to edit your sign up. Then click on “Update my Sign up” and an email will be sent to you, which has a “Edit My Sign Up” link that takes you to a page that allows you to “Update My Sign up” or “Delete” the sign up.



- On your **Silveridge Pickleball Pickle Page**, visit the event you need to delete your name from. Towards the top of the event page, you will see “I need to change my sign up”. Use the “Send yourself an email link that will allow you to edit your sign-up item”. In the email you receive, click on “Click Here To Edit”, which takes you to the sign up and you can “Delete” your name.

If you have trouble with a sign-up or SUG, contact:

**Kathy Port: text/call 907.460.2323 (lot #637) or Donna Stensrud: text/call 780.905.8680 (lot #13)
or email silveridgepickleball@gmail.com**