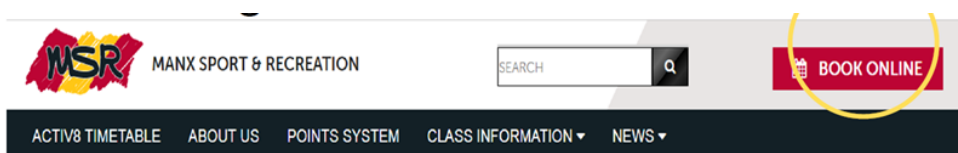




# BOOKING FOR THE FIRST TIME A STEP BY STEP GUIDE



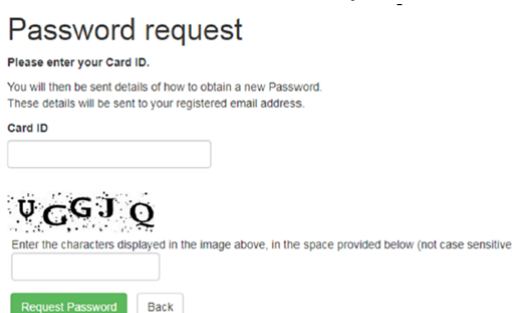
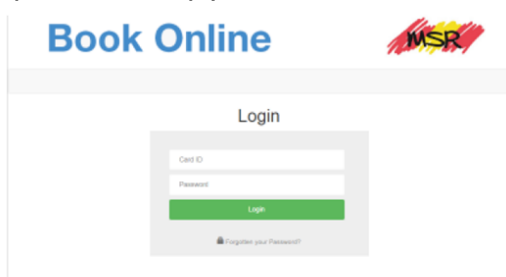
## 1 VISIT MSR.GOV.IM/ACTIV8 CLICK BOOK ONLINE



## 2 ENTER MSR SCORECARD NUMBER & PASSWORD

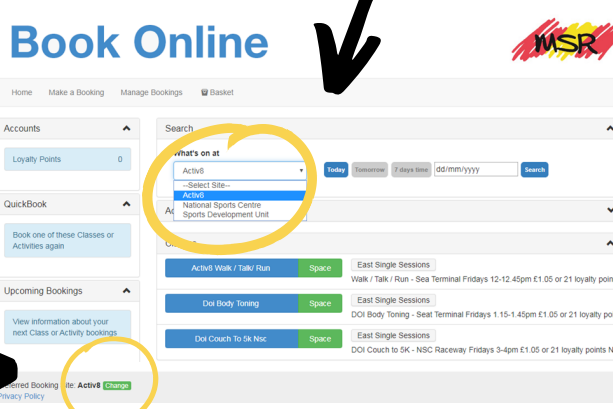
If you don't have an account set up yet click forgotten password and follow instructions, from this you will receive an email with your password.

- Please check your junk folder if you do not receive an email.
- If you have any problems with this step, please contact NSC reception on 688588.



## 3 MAKE SURE YOU CHANGE THE "WHAT'S ON AT" SECTION TO ACTIV8 SITE

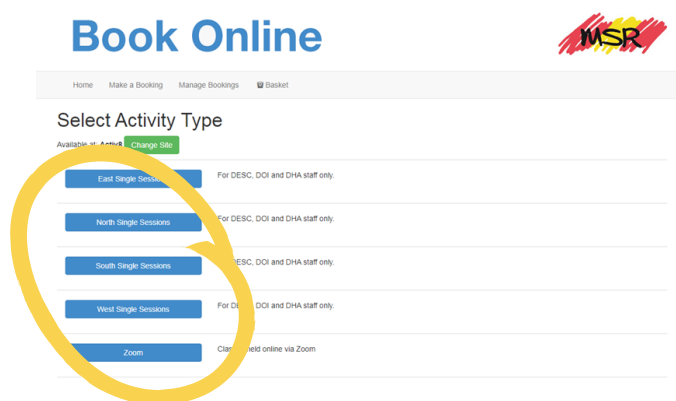
To change your preferred site so that it always displays ACTIV8 site first click at the bottom left to change preferred site to ACTIV8.



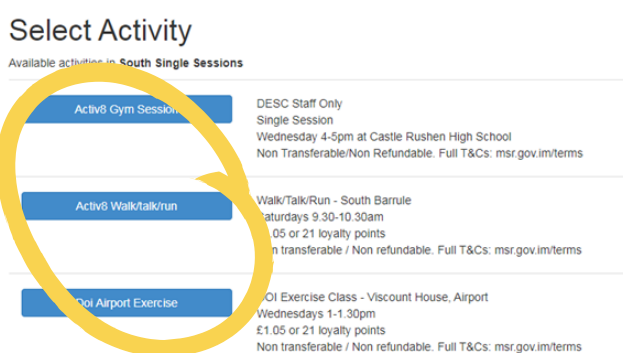
## 4 CLICK MAKE A BOOKING



## 5 SELECT AREA YOU WOULD LIKE TO BOOK A SESSION

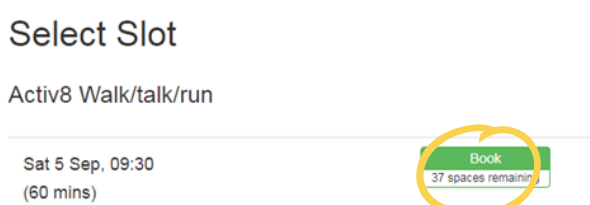


## 6 SELECT ACTIVITY YOU WISH TO BOOK

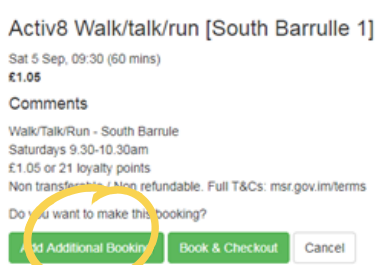


## 7 CLICK "BOOK"

You can checkout now, or add additional bookings to book multiple sessions at once.

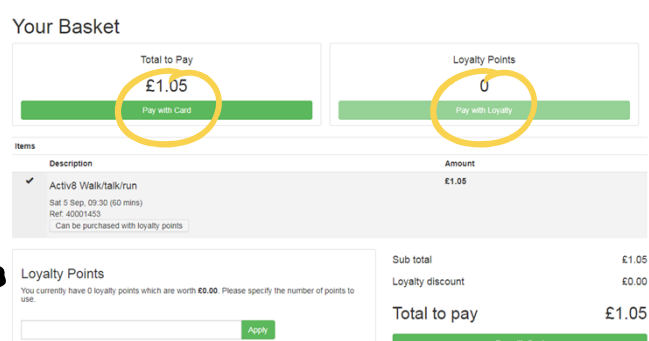


### Complete Your Booking



## 8 REVIEW BOOKINGS BY CLICKING ON "BASKET"

Sessions will remain in your basket for 20 minutes. After this they will be automatically removed. When you are ready click pay (you can at this stage choose to pay with loyalty points).



## 9 COMPLETE PAYMENT

you will receive an email confirmation of payment and a booking confirmation. If you have any problems please email nsc@gov.im

