

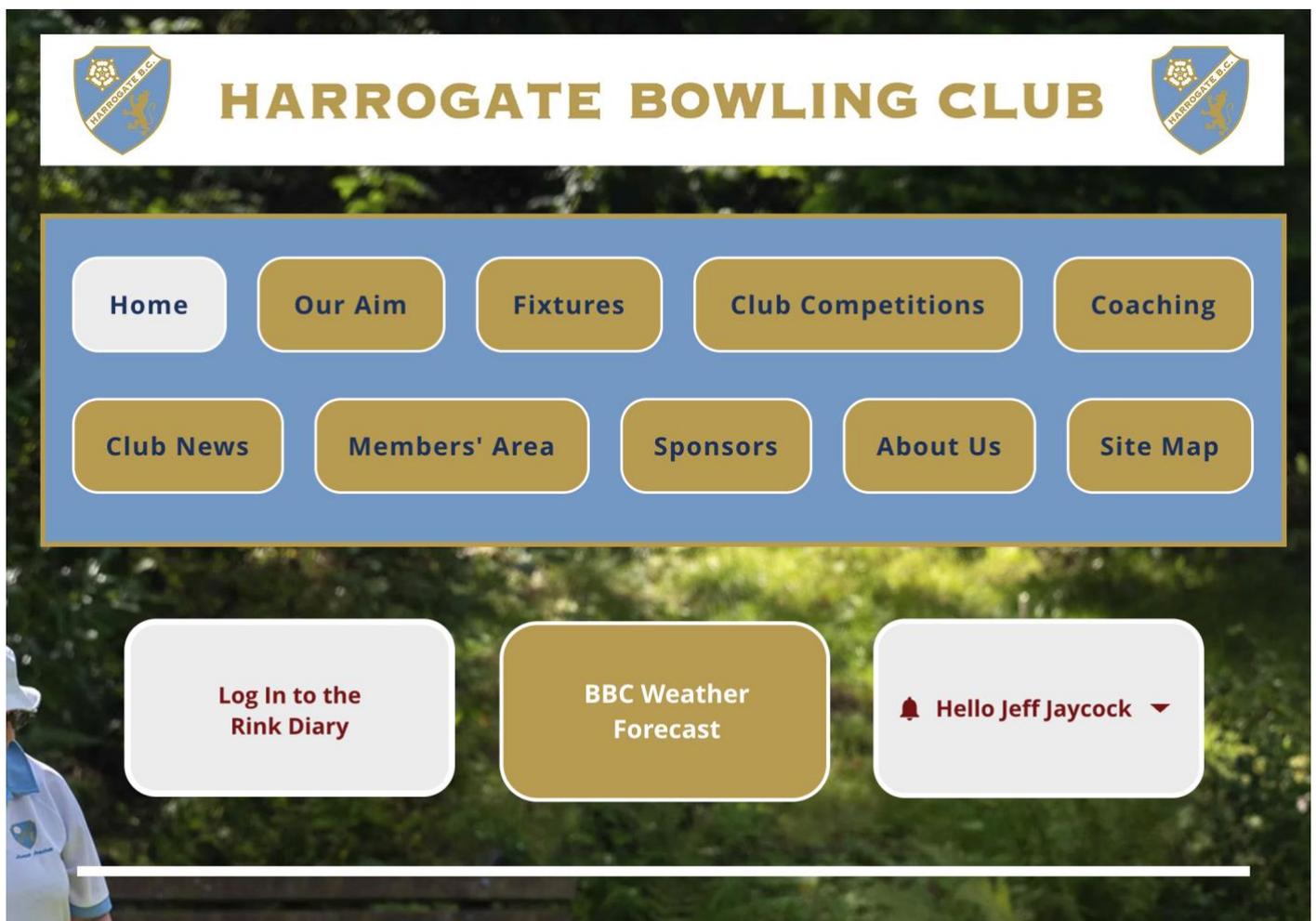
# THE RINK DIARY

## CREATING YOUR ACCOUNT

Our online rink diary enables you to book rinks from anywhere you can connect to the internet. It means you do not need to go to the club to book a rink for a game.

The Rink Diary is accessed from the Home page of our club website:

<https://www.harrogatebc.co.uk/>

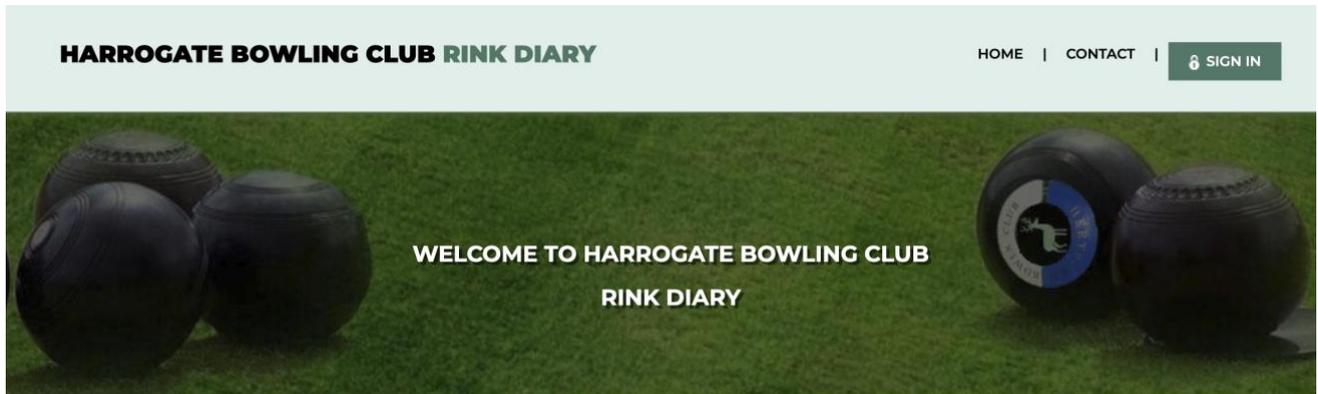


You can also access it directly from any browser on a computer, tablet or smartphone:

<https://www.harrogate.rinkdiary.co.uk>

# THE RINK DIARY

This is what you will first see.



Already Registered. Login here

User Name

Password

**SIGN IN** [Forgot your Password?](#)

Not Registered. Please Sign Up

First Name  Last Name

Email

Harrogate Bowling Club

Password  Confirm Password

I'm not a robot  [Privacy](#) - [Terms](#)

**REGISTER NOW**

**You need to enter the information on the right of the screen.**

1. Enter your First Name and Last Name.
2. Input your email address.
3. You may need to check that Harrogate Bowling Club is selected in the drop-down box.
4. Create a password of your choice.
5. Confirm (repeat) your password).
6. Tick the Box to confirm that you are not a robot.
7. The information will be registered in the database of the Rink Diary.

You will then receive an email confirming your "User Name". Please also check your 'spam' folder in case the email has gone there.

# THE RINK DIARY

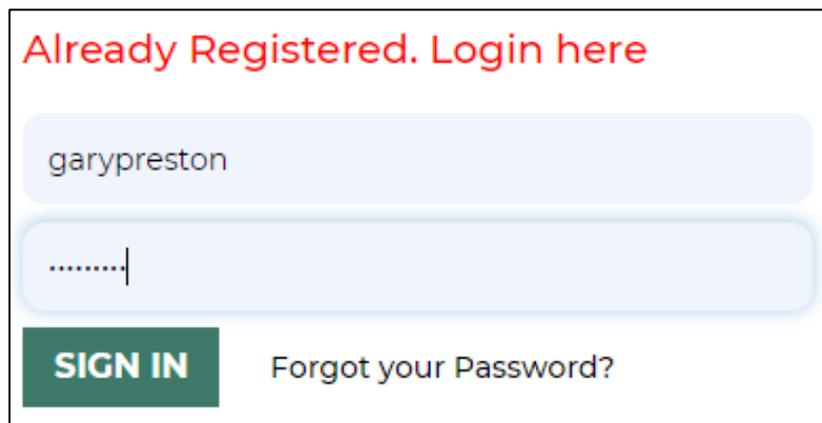
Your "User Name" will be "firstnamelastname" no spaces or capitals. For example: johnsmith.

Please note:

- a) For security, only you know your password. The Rink Diary Co-ordinator doesn't have access to it and can't send it to you if you forget it. Make sure you keep your password in a safe place.
- b) Before you can use your new account your registration must be activated by the Rink Diary Co-ordinator. Unfortunately, the system doesn't automatically notify the Co-ordinator that you have submitted your registration details. It could, therefore, be 24 hours before activation takes place.

When you have your "User Name" return to the Home page of the Club's website and click on the box that says: "Log in to the Rink Diary"

Enter your User Name and password and press 'Sign In'.



Already Registered. Login here

garypreston

.....

**SIGN IN** [Forgot your Password?](#)

That's it. You now have an account with Harrogate Bowling Club's Rink Diary.

# THE RINK DIARY

## “Forgot Your Password”.

It happens to all of us. If you ever forget your password or have a problem logging in, you need to:

1. Click “Forgot your Password?”
2. Enter your username.
3. Send.

An email will be sent you with a temporary password. An example is provided below:

### **Dear User,**

You have selected "Forgot Password" when trying to sign in to your Rink Diary account. We have issued you with a temporary password which you will need to use to sign in.

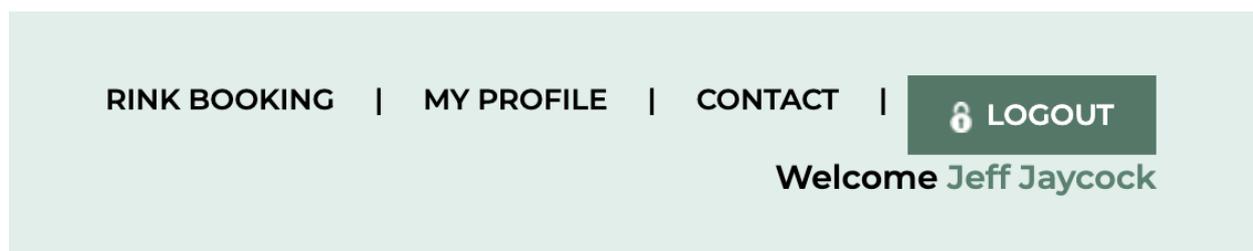
After signing in, it is advised that you reset your password as soon as possible via the "MY PROFILE" section of the Rink Diary website.

Your temporary password: Peuh]m\$gH0

*If this message has been sent to you in error, please delete this email and notify a member of the Rink Diary team at: [david.edwin1948@gmail.com](mailto:david.edwin1948@gmail.com)*

Regards,  
Harrogate Bowling Club  
[www.harrogate.rinkdiary.co.uk](http://www.harrogate.rinkdiary.co.uk)

“MY PROFILE” can be accessed from the top right of the Rink Diary menu bar.



# THE RINK DIARY

## USING THE RINK DIARY

When you first log into the diary you will see a message that summarises our regular bowling activities.

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**ALERT MESSAGE** ✖

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**WELCOME TO HARROGATE BOWLING CLUB RINK DIARY 2025**

Please note the green closes on Sunday 21st September.

**REGULAR BOWLING ACTIVITIES (JUST TURN UP)**

Check Rink Diary for Dates Activities Aren't Running.

**Tuesdays 10.30 am Coaching for Beginners and Improvers.**

**Tuesdays 1.30 pm Ladies Practice & Game**

**Thursdays 1.30 pm Club Afternoon**

**Thursdays 6.30 pm Green Maintenance**

**Saturdays 1.30 pm Organised Short Jack Roll-up**

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To move on to Rink Diary remove the message by clicking the red X in the top right-hand corner. Your screen should then look something like this example:

Diary Calendar

Search Date

 Go

◀ Previous Week
◀ Return To Today ▶
Next Week ▶

	Monday 05th May 2025	Tuesday 06th May 2025	Wednesday 07th May 2025	Thursday 08th May 2025	Friday 09th May 2025	Saturday 10th May 2025	Sunday 11th May 2025
[A] 10.30 TO 1.30	1	HBC . - Coaching for Beginners & Improvers.					
	2	HBC . - Coaching for Beginners & Improvers.					
	3	HBC . - Coaching for Beginners & Improvers.					
	4	HBC . - Coaching for Beginners & Improvers.					
	5	HBC . - Coaching for Beginners & Improvers.					
	6	HBC . - Coaching for Beginners & Improvers.					
[B] 1.30 TO 4.30	1	HBC . - The Manor House Challenge	HBC . - Ladies' Practice Session		HBC . - Club Afternoon		HBC . - Organised Short Jack Roll Up
	2	HBC . - The Manor House Challenge	HBC . - Ladies' Practice Session		HBC . - Club Afternoon	HBC . - Bateson League	HBC . - Organised Short Jack Roll Up
	3	HBC . - The Manor House Challenge	HBC . - Ladies' Practice Session		HBC . - Club Afternoon	HBC . - Bateson League	HBC . - Organised Short Jack Roll Up
	4	HBC . - The Manor House Challenge	HBC . - Ladies' Practice Session	HBC . - Harrogate Ladies' League	HBC . - Club Afternoon	HBC . - Bateson League	HBC . - Organised Short Jack Roll Up
	5	HBC . - The Manor House Challenge		HBC . - Harrogate Ladies' League	HBC . - Club Afternoon	HBC . - Bateson League	HBC . - Organised Short Jack Roll Up
	6	HBC . - The Manor House Challenge			HBC . - Club Afternoon		HBC . - Organised Short Jack Roll Up
[C] 4.30 TO 6.30	1						
	2						

# THE RINK DIARY

Each screen shows a whole week and is divided into the available sessions, showing the availability of rinks. If rinks are not available this will be clearly indicated as shown by the last screenshot.

You can move forward to a future week or move back to a previous week using the "Previous Week" or "Next Week" buttons.

You can also search for a particular date by clicking on the date in the 'Search Date' field which will display a small calendar showing the current month.

## Booking a Rink.

To book a rink, click on the empty rink slot appropriate to the date and time you wish to select. A pop-up box "Book your Slot" is then shown which needs to be completed in a standard format.

 **BOOK YOUR SLOT** ✕

WEDNESDAY 7TH MAY 2025

[A] 10.30 TO 1.30

 **JEFF JAYCOCK ( HARROGATE BOWLING CLUB )**

**CHOOSE SLOT(S) \*** **CHOOSE GAME NAME \***

Choose rinks to book please ▾

Pick game from list be

**ADDITIONAL INFORMATION:**

**NAME OF THE OPPOSITION \***

**PROVISIONAL BOOKING**

(This is a Provisional Booking and if not confirmed within this period it will be auto deleted.)

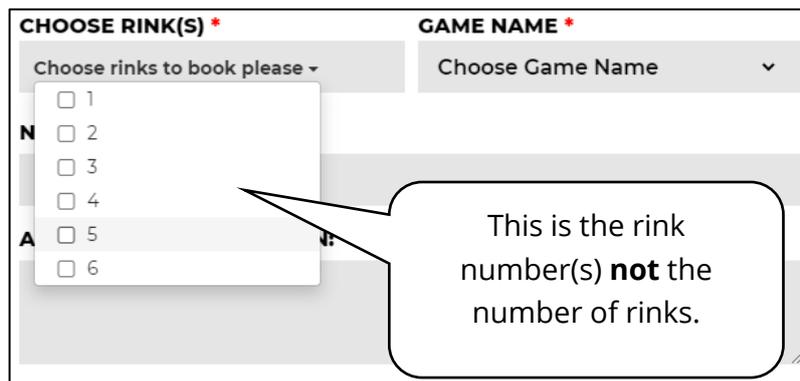
\* REQUIRED

**REQUEST SLOT**

Start by clicking the rink(s) you wish to book.

# THE RINK DIARY

Choose the rink (or rinks) you wish to play on from the drop-down list. Choose the number of the actual rink(s) you wish to play on. **This is not the total number of rinks you wish to book.**



Choose the type of game you are booking from the 'Choose Game Name' drop-down list:

The image shows a booking form for "JEFF JAYCOCK (HARROGATE BOWLING CLUB)". The form includes several sections: "CHOOSE SLOT(S) \*" with a dropdown menu, "ADDITIONAL INFORMATION:" with a text input field, "NAME OF THE OPPOSITION \*" with a text input field, and "PROVISIONAL BOOKING" with a checkbox. A red asterisk indicates that certain fields are required. The "CHOOSE GAME NAME \*" dropdown menu is open, showing a list of game types: "Pick game from list below", "Fleming - Ladies", "Gilly Pairs - Ladies", "Glenda Emmett - Ladies", "Joy Liddell - Ladies", "Gentlemen's Pairs", "President's - Men", "Schofield - Men", "Bill Bentall - Mixed", "Fenwick - Mixed", "Horobin - Mixed", "County Fixture", "Social Bowling", "Green Maintenance", "The Gordons' Open Singles", "Ebor 2-4-2", "Practice", "Coaching", and "Elsdon Metcalf".

# THE RINK DIARY

## Name of the Opposition.

List the names of the bowlers who will be playing and any additional information such as the name of any marker (needed for a singles club competition).

There is no need to include your own name as this will already be specified when the booking is complete.

## Additional Information.

This field can be used for anything that you want to record about your booking but it will not appear in the public Diary view.

When you are ready, click the large red 'Request Slot' button in the bottom right-hand corner.

You will then see your booking in Rink Diary.

HBC . - Ladies' Practice Session		HBC . - Club Afternoon
HBC . - Ladies' Practice Session		HBC . - Club Afternoon
HBC . - Ladies' Practice Session		HBC . - Club Afternoon
HBC . - Ladies' Practice Session	Jeff J - Practice - Caroline J.	HBC . - Club Afternoon
		HBC . - Club Afternoon
		HBC . - Club Afternoon

# THE RINK DIARY

It will be highlighted in yellow as it is your booking. Other members bookings will not be highlighted.

You will receive an email almost immediately confirming the booking.

## Making a Provisional Booking.

If, for any reason, you aren't sure about the booking you are making you can make a "Provisional Booking".

Select the date and time you want to reserve then click the small box after 'Provisional Booking'.

**BOOK YOUR SLOT**

**THURSDAY 21ST APRIL 2022**    **[A] 10.30 TO 1.30**

**GARY PRESTON (HARROGATE BOWLING CLUB)**

**CHOOSE SLOT(S) \***    **CHOOSE GAME NAME \***

5 ▾    President's - Men ▾

**ADDITIONAL INFORMATION:**

**NAME OF THE OPPOSITION \***

Mick Metson

**PROVISIONAL BOOKING**

**DAYS**

3 ▾

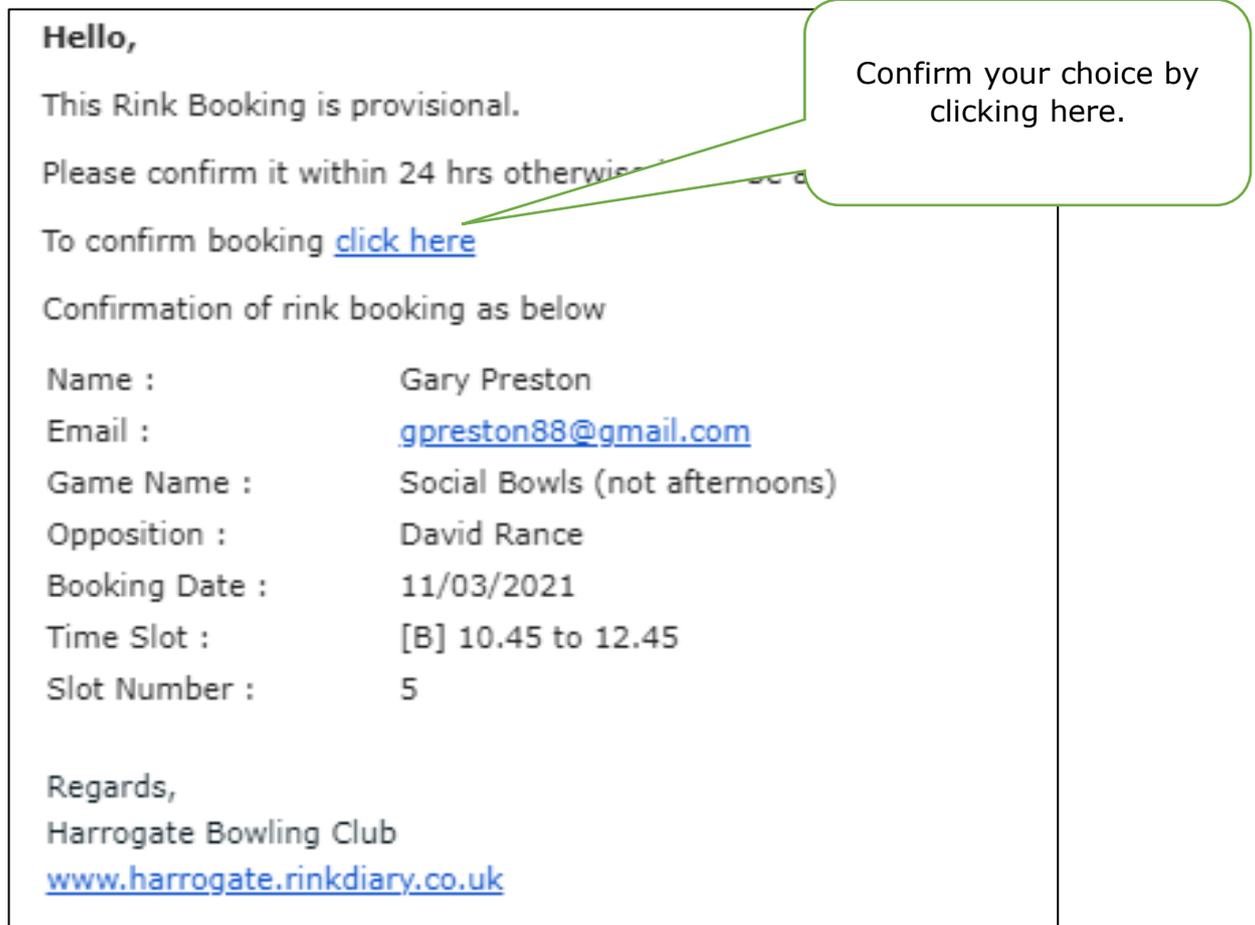
(This is a Provisional Booking and if not confirmed within this period it will be auto deleted.)

You can set up to 3 days before the booking is automatically deleted if you do not confirm it.

**Please note** you cannot make a provisional booking for the current or following day. The option will not be displayed.

# THE RINK DIARY

You will receive an email to confirm your provisional booking.



If and when you want to convert a provisional booking to a confirmed booking you must click on the link in the relevant email as indicated above. You will then receive a confirmation email.

If any provisional booking is not confirmed within a maximum of 36 hours then the provisional booking will be automatically deleted.

## Amending or cancelling bookings.

You are able to cancel or amend any booking you have made prior to the time of the booking. You will need to log-in to Rink Diary if you have not already done so.

# THE RINK DIARY

Simply click on the booking, make any changes and choose 'Save Booking' or 'Delete Slot' as appropriate:

<b>SAVE BOOKING</b>	<b>DELETE SLOT</b>
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## Reminders.

If you have booked a rink a reminder email will be sent automatically.

If you are looking for more players to play a game, you can use the "Name of the Opposition" box to alert other members.

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 **BOOK YOUR SLOT** ✕

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**SUNDAY 17TH APRIL 2022**    **[B] 1.30 TO 4.30**

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 **GARY PRESTON ( HARROGATE BOWLING CLUB )**

**CHOOSE SLOT(S) \***      **CHOOSE GAME NAME \***

3 ▾      Social Bowling ▾

**ADDITIONAL INFORMATION:**

**NAME OF THE OPPOSITION \***

Janet Preston, we would welcome ot!

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\* REQUIRED **REQUEST SLOT**

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# THE RINK DIARY

[B] 1.30 TO 4.30	1						
	2						
	3						Gary P - Social Bowling Janet Preston, we would welcome others to join us.
	4						
	5						
	6						

It will appear like this in Diary View.

It is worth looking at Rink Diary to see if there is anyone looking

## Support

If you need further help, please contact Jeff Jaycock, Rink Diary Co-ordinator.