## Swetman Gym Open Recreation Reservations

New this semester: reservations are recommended for shoot around basketball, badminton, and pickleball. All participants will create an account on **IMLeagues.com**. Please note that IMLeagues also offers a completely free mobile app called "IMLeagues" available for FREE in both app stores. If you have an IMLeagues account sign in and jump to the section below "How to sign up for a facility reservation".

## To create an IMLeagues account

 $1. \quad \text{Go to https:} \ \ \underline{\text{www.imleagues.com/spa/fitness/d4c9724f62a74e9dadd4157907b84c87/home}} \\ \quad \text{OR}$ 

Go to www.imleagues.com and click Sign Up

- 2. Enter your information and use your School email (@Oswego.edu) and submit.
- 3. You will be sent an activation email, click the link in the email to login and activate your IMLeagues account.
- 4. You should be automatically joined to your school If not you can search schools by clicking the "Schools" link

## How to sign up for a facility reservation

- 1. Log in to your **IMLeagues.com** account.
- 2. Click onto the Reservation page in the top banner section (located right below the name of the school)
- You can easily access your Reservation home page by going to: www.imleagues.com/spa/fitness/d4c9724f62a74e9dadd4157907b84c87/home
- 4. The current reservations will be displayed on the calendar, use the filters to find the reservation you wish to join.
- 5. Click onto the individual session you want to sign up for, fill out the form, and then click the "sign up" button on that page.
- 6. Please only make one reservation per day and three per week.

## You want to cancel your reservation?

If you sign up for a facility slot and can no longer attend, log in to <a href="MLeagues">IMLeagues</a>, click your Name on the top right of the screen and then "Account". Once in your account, click the "Events" button on the top of the screen and navigate to the date of the slot you wish to unroll from. After clicking the slot, you will see an option to unregister.