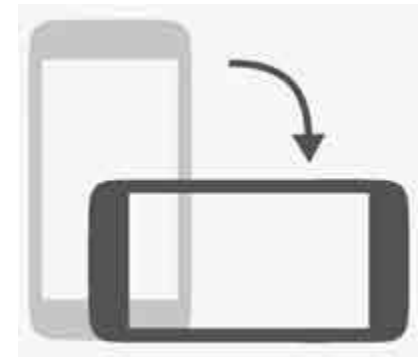


# Marldon Bowls Club

Rink Diary.

If you are using a small device you may need to turn it to the horizontal position.  
Press the space bar or just scroll through the document.



# Rink Diary - An online booking system.

- What is it used for?
- To view forthcoming fixtures.
- To advise selectors you are available for a game.
- To confirm your availability after selection.
- The Selectors will use it to select and display the team for a game.
- The System will email you to advise you that you have been selected.
- You will get a reminder email the day before the game!

Other uses for Rink Diary:

- To book a rink for a competition or roll up.
- (booking rinks for a roll up will be optional, but you will be able to see if rinks are already booked)

# Part 1.

This presentation concentrates on:

- how to register on the Rink Booking System and
- how to put your name down for games. (*Without travelling to the club!*)
- Booking a rink will be covered in a second presentation.



OPPOSITION:

DATE:

VENUE:

TIME:

**6**

**MIXED RINKS**

DRESS CODE ☐ SHIRT & Black Trousers/Skirts

MEN	MEN	LADIES	LADIES

The old way - which involved travelling to the club and seaching though a number of fixture books to see what fixtures were available

# Public view

Anyone with the link to our rink diary website can view the basic rink diary, seeing when rinks are booked, but they cannot change anything.

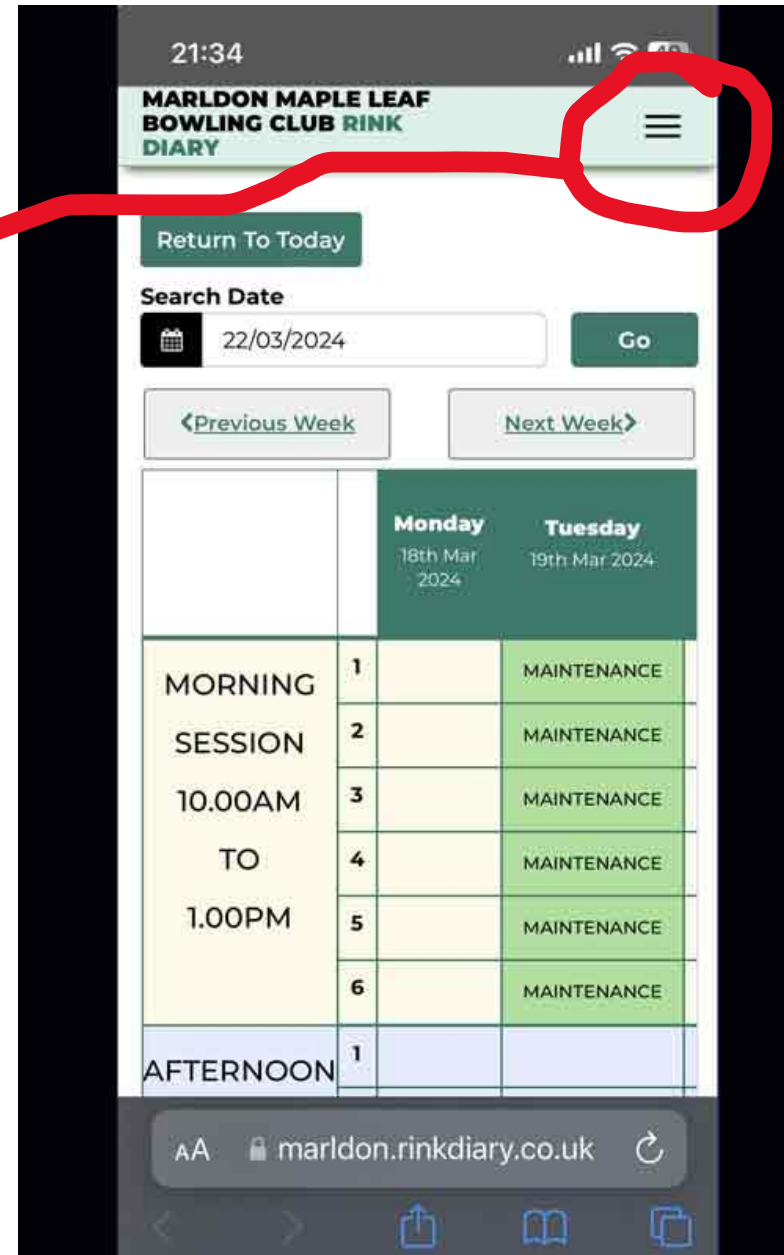
This is the public view of Rink Diary

The screenshot shows a web browser displaying the Marldon Maple Leaf Bowling Club Rink Diary. The page has a green header with the club name and navigation links (HOME, CONTACT, SIGN IN). Below the header, there are buttons for 'Return To Today', 'Search Date' (set to 13/03/2024), 'Previous Week', and 'Next Week'. The main content is a table showing the rink schedule for the week of March 11th to 17th, 2024. The table is organized by session (Morning, Afternoon, Evening) and time slots (1-6). The status of each rink is indicated by color: yellow for available, green for maintenance, and light blue for booked.

		Monday 11th Mar 2024	Tuesday 12th Mar 2024	Wednesday 13th Mar 2024	Thursday 14th Mar 2024	Friday 15th Mar 2024	Saturday 16th Mar 2024	Sunday 17th Mar 2024
MORNING SESSION 10.00AM TO 1.00PM	1		MAINTENANCE		BOOKED			
	2		MAINTENANCE					
	3		MAINTENANCE					
	4		MAINTENANCE		BOOKED			
	5		MAINTENANCE		BOOKED			
	6		MAINTENANCE					
AFTERNOON SESSION 2.00PM TO 5.00PM	1				BOOKED			
	2							
	3							
	4							
	5							
	6							
EVENING SESSION 6.00PM TO	1							
	2							
	3							
	4							

On a mobile device it may look like this:

The Menu is accessed using the three bars  
at top right of screen



# Select dates to view

Using the buttons shown you can scroll forward or backwards a week at a time,

or

you can click on the date (marked in red here) and use the calendar which appears, select the date you wish to view and press **GO**.

← ↻ 🏠 🔒 https://www.marldon.rinkdiary.co.uk

**MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY** RINK DIARY

HOME | CONTACT | **SIGN IN**

**Return To Today** Use these buttons to move back or forward a week Search Date 13/03/2024 **Go**

◀ Previous Week ▶ Next Week ▶

		Monday 11th Mar 2024	Tuesday 12th Mar 2024	Wednesday 13th Mar 2024	Thursday 14th Mar 2024	Friday 15th Mar 2024	Saturday 16th Mar 2024	Sunday 17th Mar 2024
MORNING SESSION 10.00AM TO 1.00PM	1		MAINTENANCE		BOOKED			
	2		MAINTENANCE					
	3		MAINTENANCE					
	4		MAINTENANCE		BOOKED			
	5		MAINTENANCE		BOOKED			
	6		MAINTENANCE					
AFTERNOON SESSION 2.00PM TO 5.00PM	1				BOOKED			
	2							
	3							
	4							
	5							
	6							
EVENING SESSION 6.00PM TO	1							
	2							
	3							
	4							

Click here to select a date you wish to view

# What do I need?

# What do I do next?

To access and use the online Rink Diary you need either a  
Computer, Tablet or Smartphone  
and  
an email address that you access regularly.

- Although the rink diary is public, you need to log on with a username and password to do anything other than view the rink usage.
- But first you need to register on the system. All members will need to register.

# What if I don't have a computer or tablet or smartphone ?

- We can allocate, or you can choose your own “buddy”, who will create or use their email address for you so you can be added to the system.
- Your “buddy” will be able to put you down for games and book rinks for you as required.
- We will continue to run the paper system using availability sheets in the captains' office for a while, until everyone is familiar with new system.



# Initial Registration

Go to the public web page  
*(there will soon be a link from the fixtures page of our web site)*

[www.marldon.rinkdiary.co.uk](https://www.marldon.rinkdiary.co.uk)

Click on the **SIGN IN** button.

A new screen will appear as shown on next slide:

**This is the public view of Rink Diary**

**MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY**

HOME | CONTACT | **SIGN IN**

Return To Today

Search Date: 13/03/2024

Go

Previous Week

Next Week

		Monday 11th Mar 2024	Tuesday 12th Mar 2024	Wednesday 13th Mar 2024	Thursday 14th Mar 2024	Friday 15th Mar 2024	Saturday 16th Mar 2024	Sunday 17th Mar 2024
MORNING SESSION 10.00AM TO 1.00PM	1		MAINTENANCE		BOOKED			
	2		MAINTENANCE					
	3		MAINTENANCE					
	4		MAINTENANCE		BOOKED			
	5		MAINTENANCE		BOOKED			
	6		MAINTENANCE					
AFTERNOON SESSION 2.00PM TO 5.00PM	1				BOOKED			
	2							
	3							
	4							
	5							
	6							
EVENING SESSION 6.00PM TO	1							
	2							
	3							
	4							

Click on "Sign In" Button above.

# Initial Registration

Using the right-hand side of this screen to fill in your details as requested, confirm you are not a robot and press **REGISTER NOW**

Create a password you will easily remember.

You will need your password every time you want to sign in in future!

Now, wait patiently for an email to advise you that you have been added to the system. **(Check your junk mail folder as well)**

https://www.marldon.rinkdiary.co.uk/login/

**MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY**

HOME | CONTACT | **SIGN IN**

~~Already Registered. Login here~~

**Not Registered. Please Sign Up**


First Name Last Name

Email

Marldon Maple Leaf Bowling Club

Select Gender

Password Confirm Password

☐ I'm not a robot  reCAPTCHA  
Privacy • Terms

**REGISTER NOW**

**MARLDON MAPLE LEAF BOWLING CLUB**

If you have any problems with the site please use the Contact form.

On a mobile device clicking on the three bars will open up to the sign on screen.

To register fill in the bottom section of this screen

Fill in all the required boxes.

21:57

MARLDON MAPLE LEAF  
BOWLING CLUB RINK  
DIARY

Already Registered. Login here

User Name

Password

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

Not Registered. Please Sign Up

First Name

Last Name

Email

# Why Use Rink Diary ?

- It allows you to put your name down for a fixture or book a rink for a competition *without visiting club*.
- It allows you to see forthcoming fixtures and when rinks are available on green *without visiting club*
- It advises you *by email* that you have been selected for a game and sends you a reminder the day before game.
- It allows you to log on and view the team sheet for a game once team is selected.
- You will be able to confirm your availability *without visiting the club*.
- It can show important messages when you log on.

# Once you are registered

- After you get the email to inform you that you are registered you can log on, using a **username** (Not your email address) that you are given in the welcome email and the **password** that you registered with.
- Go to the public page, click **SIGN IN** and this time fill in the left-hand side of the Sign In page

https://www.marldon.rinkdiary.co.uk/login/

**MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY**

HOME | CONTACT | **SIGN IN**

**Already Registered. Login here**

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

**Not Registered. Please Sign Up**


First Name  Last Name

Email

Marldon Maple Leaf Bowling Club

Select Gender

Password  Confirm Password

☐ I'm not a robot 

**REGISTER NOW**

**MARLDON MAPLE LEAF BOWLING CLUB**

If you have any problems with the site please use the Contact form.

[f](#) [t](#) [i](#) [v](#)

## An Alert Message – which you may see when you log on

The screenshot shows the website's header with navigation links: RINK BOOKING | TEAMS | MY PROFILE | CONTACT | LOGOUT. A red-bordered alert box is overlaid on the page. The alert title is "ALERT MESSAGE". The main text reads: "Hi Guys. This system is currently being configured ready for it's launch. 😊". Below this, explanatory text states: "This pop-up message can be switched on or off and edited in the Administration Panel and can be used for current club information as required. For instance, you may want to let members know of any up and coming events or perhaps to highlight mats for roll-ups." At the bottom of the alert box, a red circle highlights the instruction: "Click on the X to close this alert message.", with a large red arrow pointing from the text to the 'X' button in the top right corner of the alert box.



# Checking what Games are coming up:

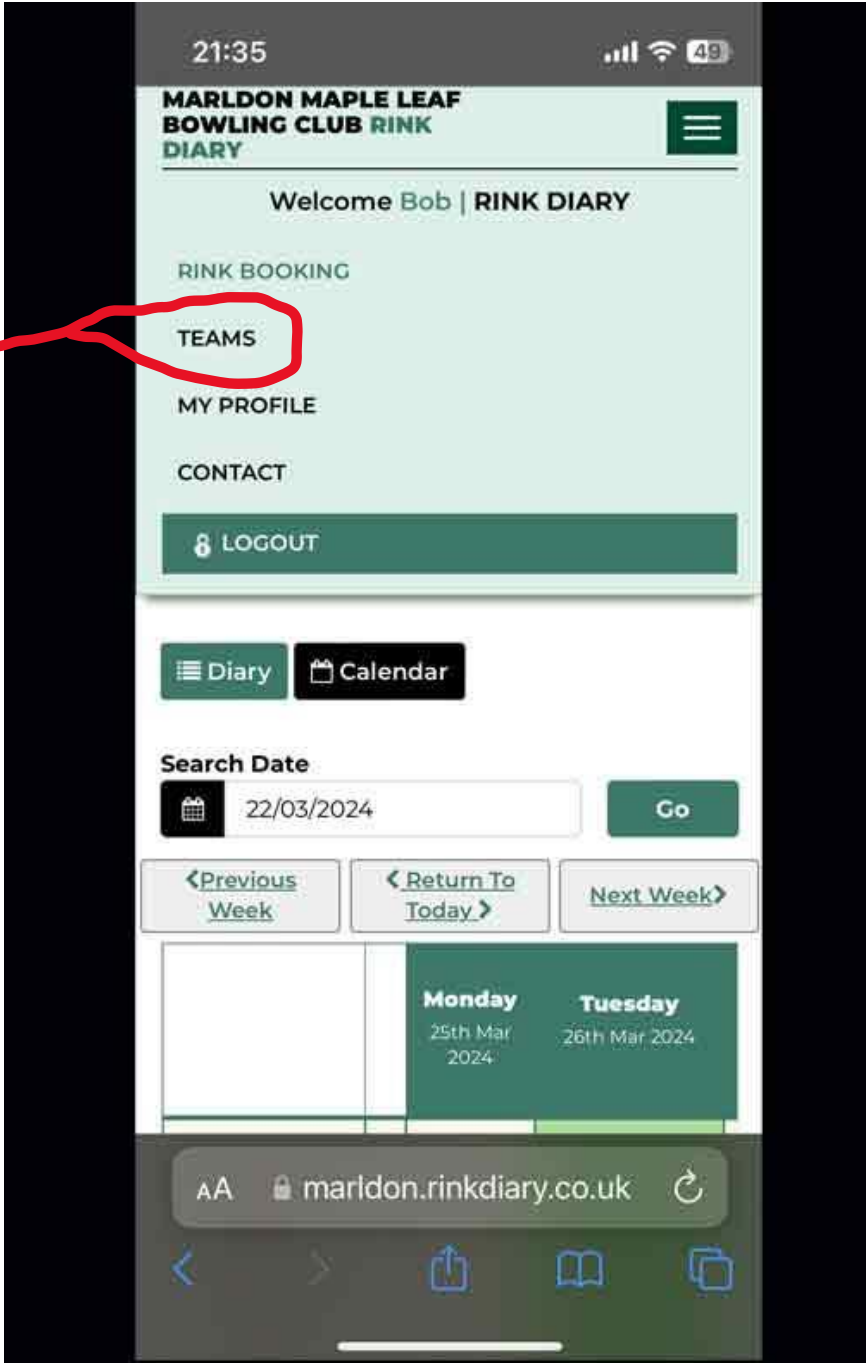
Once you are registered, you can log on and check what games are available to nominate yourself for.

Log on, Clear the alert message (if there was one) and click on the **TEAMS** button at top of the diary page.

The screenshot shows the Marldon Maple Leaf Bowling Club Rink Diary website. The top navigation bar includes links for RINK BOOKING, **TEAMS** (circled in red), MY PROFILE, CONTACT, and LOGOUT. A search date field is set to 14/03/2024. The main content area displays a weekly schedule grid for the week of 22nd Apr 2024 to 28th Apr 2024. The grid is organized by session (Morning, Afternoon, Evening) and day (Monday to Sunday). The 'TEAMS' button is highlighted with a red circle and a red arrow pointing to it, with the text 'Click on TEAMS.' overlaid in red.

		Monday 22nd Apr 2024	Tuesday 23rd Apr 2024	Wednesday 24th Apr 2024	Thursday 25th Apr 2024	Friday 26th Apr 2024	Saturday 27th Apr 2024	Sunday 28th Apr 2024
MORNING SESSION 10.00AM TO 1.00PM	1		MAINTENANCE					
	2		MAINTENANCE					
	3		MAINTENANCE					
	4		MAINTENANCE					
	5		MAINTENANCE					
	6		MAINTENANCE					
AFTERNOON SESSION 2.00PM TO 5.00PM	1						Admin L - Club - BARRY KEANOR	
	2						Admin L - Club - BARRY KEANOR	
	3						Admin L - Club - BARRY KEANOR	
	4						Admin L - Club - BARRY KEANOR	
	5		Admin L - Fr - BABBACOMBE					
	6		Admin L - Fr - BABBACOMBE					
EVENING SESSION 6.00PM TO	1							
	2							
	3							
	4							

On a mobile, sign in and select TEAMS

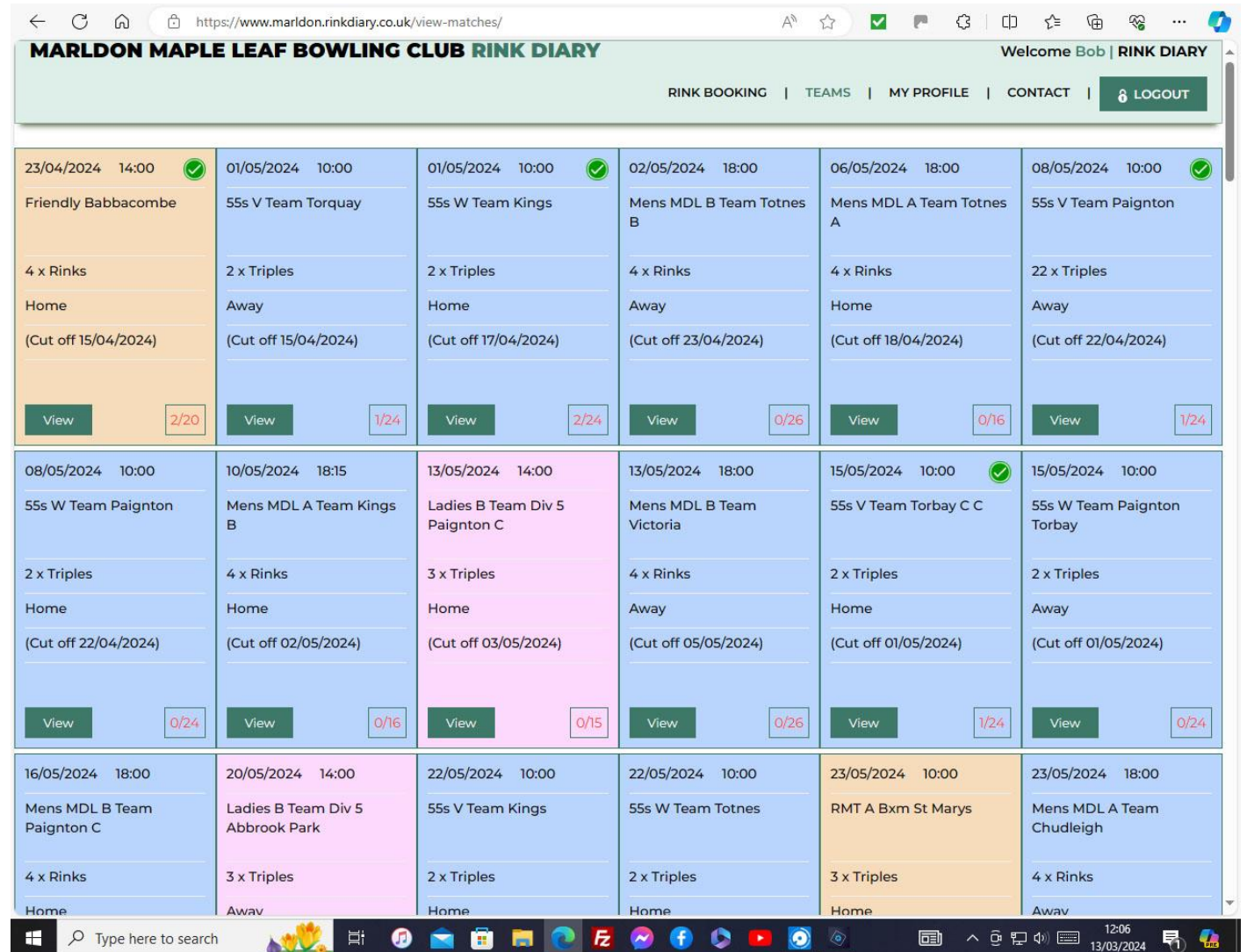




# Checking what Games are available

When you click on the **TEAMS** button, the following screen should appear which shows the upcoming matches in Date order.

Click on the **View** button on the first game you wish to play in.



The screenshot shows a web browser displaying the 'MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY'. The page has a green header with navigation links: RINK BOOKING, TEAMS, MY PROFILE, CONTACT, and a LOGOUT button. The main content is a grid of match cards, each representing a game. Each card includes the date and time, the match name, the number of rinks, the venue (Home or Away), the cut-off time, and a 'View' button. Some cards also show a status icon (green checkmark) and a small box with a number (e.g., 2/20, 1/24).

23/04/2024 14:00	01/05/2024 10:00	01/05/2024 10:00	02/05/2024 18:00	06/05/2024 18:00	08/05/2024 10:00
Friendly Babbacombe	55s V Team Torquay	55s W Team Kings	Mens MDL B Team Totnes B	Mens MDL A Team Totnes A	55s V Team Paignton
4 x Rinks	2 x Triples	2 x Triples	4 x Rinks	4 x Rinks	22 x Triples
Home	Away	Home	Away	Home	Away
(Cut off 15/04/2024)	(Cut off 15/04/2024)	(Cut off 17/04/2024)	(Cut off 23/04/2024)	(Cut off 18/04/2024)	(Cut off 22/04/2024)
<a href="#">View</a> 2/20	<a href="#">View</a> 1/24	<a href="#">View</a> 2/24	<a href="#">View</a> 0/26	<a href="#">View</a> 0/16	<a href="#">View</a> 1/24

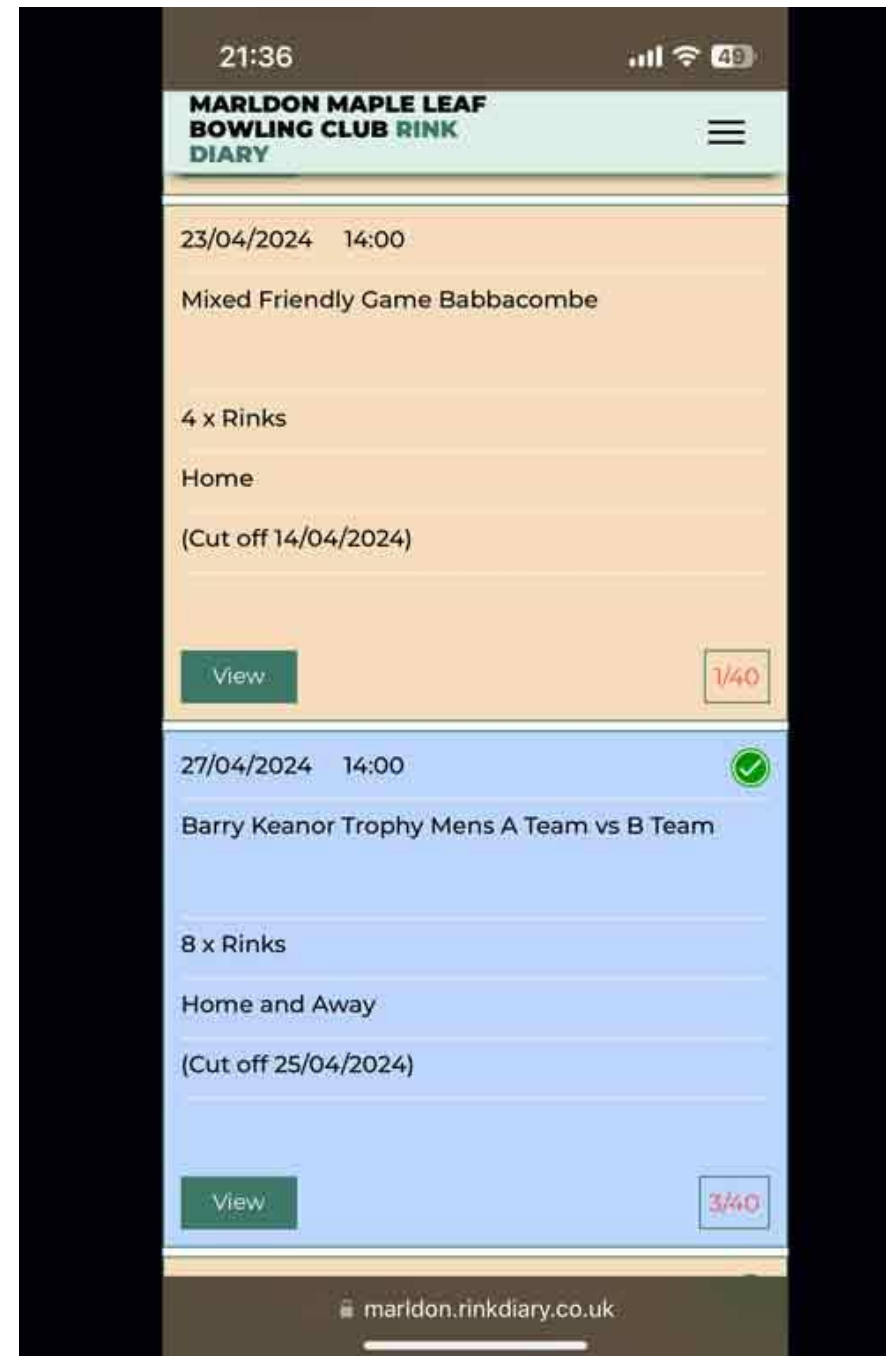
  

08/05/2024 10:00	10/05/2024 18:15	13/05/2024 14:00	13/05/2024 18:00	15/05/2024 10:00	15/05/2024 10:00
55s W Team Paignton	Mens MDL A Team Kings B	Ladies B Team Div 5 Paignton C	Mens MDL B Team Victoria	55s V Team Torbay C C	55s W Team Paignton Torbay
2 x Triples	4 x Rinks	3 x Triples	4 x Rinks	2 x Triples	2 x Triples
Home	Home	Home	Away	Home	Away
(Cut off 22/04/2024)	(Cut off 02/05/2024)	(Cut off 03/05/2024)	(Cut off 05/05/2024)	(Cut off 01/05/2024)	(Cut off 01/05/2024)
<a href="#">View</a> 0/24	<a href="#">View</a> 0/16	<a href="#">View</a> 0/15	<a href="#">View</a> 0/26	<a href="#">View</a> 1/24	<a href="#">View</a> 0/24

16/05/2024 18:00	20/05/2024 14:00	22/05/2024 10:00	22/05/2024 10:00	23/05/2024 10:00	23/05/2024 18:00
Mens MDL B Team Paignton C	Ladies B Team Div 5 Abbots Park	55s V Team Kings	55s W Team Totnes	RMT A Bxm St Marys	Mens MDL A Team Chudleigh
4 x Rinks	3 x Triples	2 x Triples	2 x Triples	3 x Triples	4 x Rinks
Home	Away	Home	Home	Home	Away

On a Mobile device the Games will show in date order one beneath another, scroll down to the date you want.



# Click view for the game you wish to see.

- I've chosen to view the Friendly v Babbacombe on April 23<sup>rd</sup>.
- Your name will appear on the left.
- If you wish to play put a tick in the box to the left of your name and press **SAVE**.
- The Selectors are now aware you wish to play.

The screenshot shows the 'VIEW TEAMS' modal on the Marldon Maple Leaf Bowling Club Rink Diary website. The modal is titled 'VIEW TEAMS' and has a red close button. It displays the date 'Tuesday 23rd April 2024' and the match 'Friendly v Babbacombe' at '14:00 Start' with 'Club Colours'. Below this, there are instructions: 'To nominate - Enter name in green columns' and 'Please use orange column for preferred playing position an X indicates non-availability'. A red 'SAVE' button is present. A red arrow points to the first row of the nomination table, which has a checkbox next to the name 'Your name'. The table has two columns of green boxes for names and one orange box for position. Below the nomination table, there is a 'Rink' section with a table of Y/N selections for 4 rinks. The 'Reserves' section is also visible at the bottom.

Tuesday 23rd April 2024		Home	4 x Rinks
Friendly	Babbacombe	14:00 Start	Club Colours
To nominate - Enter name in green columns			
Please use orange column for preferred playing position an X indicates non-availability			
<b>SAVE</b> ** Please click on SAVE button to save team selection data **			
<input checked="" type="checkbox"/>	Your name		
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			
<input type="checkbox"/>			

Rink		Notes
1	Y/N	
2	Y/N	
3	Y/N	
4	Y/N	
1	Y/N	
2	Y/N	
3	Y/N	
4	Y/N	

Reserves	
Y/N	Y/N

# Next game

- Click on the X at top right of this “View Teams” Box to return to the list of available games, and add your name to any you wish to play in.

The screenshot shows the 'VIEW TEAMS' form on the Marldon Maple Leaf Bowling Club Rink Diary website. The form is titled 'VIEW TEAMS' and is for Tuesday 23rd April 2024, Home, 4 x Rinks. It includes instructions for nominating players and a 'SAVE' button. A red 'X' button is located in the top right corner of the form, which is circled in blue. A blue arrow points from the 'Next game' text to this button.

**MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY**

Welcome Bob | RINK DIARY

RINK BOOKING | TEAMS | MY PROFILE | CONTACT | LOGOUT

### VIEW TEAMS

Tuesday 23rd April 2024 Home 4 x Rinks

Friendly Babbacombe 14:00 Start Club Colours

To nominate - Enter name in green columns

Please use orange column for preferred playing position an X indicates non-availability

**SAVE** \*\* Please click on SAVE button to save team selection data \*\*

Y/N	Y/N
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Rink**

Y/N	Y/N
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**Notes**

**Reserves**

Y/N	Y/N
<input type="checkbox"/>	<input type="checkbox"/>

4 x Rinks 3 x Triples 2 x Triples 2 x Triples 3 x Triples 4 x Rinks

Home Away Home Home Home Away



# Have I checked this game before ??

When you click on the **TEAMS** button, the following screen appears.

There will be a green tickbox in top right of any game you have already nominated yourself for.

The box at bottom right of a fixture tells you how many people can put name down and how many already have done so.

Men's Games are **Blue**, Ladies games **Pink**, Mixed games are a **Beige** colour.

The screenshot shows the 'MARLDON MAPLE LEAF BOWLING CLUB RINK DIARY' website. The page has a navigation bar with links: RINK BOOKING, TEAMS, MY PROFILE, CONTACT, and a LOGOUT button. The fixtures are displayed in a grid, color-coded by game type: Blue for Men's, Pink for Ladies, and Beige for Mixed. Each fixture card includes the date, time, match details, venue, and a 'View' button. A red circle highlights a green checkmark in the top right corner of a fixture, indicating the user has nominated themselves. A blue circle highlights a box in the bottom right corner of a fixture, showing the number of people who can nominate (2/20).

23/04/2024 14:00	01/05/2024 10:00	01/05/2024 10:00	02/05/2024 18:00	06/05/2024 18:00	08/05/2024 10:00
Friendly Babbacombe	55s V Team Torquay	55s W Team Kings	Mens MDL B Team Totnes B	Mens MDL A Team Totnes A	55s V Team Paignton
4 x Rinks	2 x Triples	2 x Triples	4 x Rinks	4 x Rinks	22 x Triples
Home	Away	Home	Away	Home	Away
(Cut off 15/04/2024)	(Cut off 15/04/2024)	(Cut off 17/04/2024)	(Cut off 23/04/2024)	(Cut off 18/04/2024)	(Cut off 22/04/2024)
View	2/20	1/24	2/24	0/26	0/16

08/05/2024 10:00	10/05/2024 18:15	13/05/2024 14:00	13/05/2024 18:00	15/05/2024 10:00	15/05/2024 10:00
55s W Team Paignton	Mens MDL A Team Kings B	Ladies B Team Div 5 Paignton C	Mens MDL B Team Victoria	55s V Team Torbay C C	55s W Team Paignton Torbay
2 x Triples	4 x Rinks	3 x Triples	4 x Rinks	2 x Triples	2 x Triples
Home	Home	Home	Away	Home	Away
(Cut off 22/04/2024)	(Cut off 02/05/2024)	(Cut off 03/05/2024)	(Cut off 05/05/2024)	(Cut off 01/05/2024)	(Cut off 01/05/2024)
View	0/24	0/16	0/15	0/26	1/24

16/05/2024 18:00	20/05/2024 14:00	22/05/2024 10:00	22/05/2024 10:00	23/05/2024 10:00	23/05/2024 18:00
Mens MDL B Team Paignton C	Ladies B Team Div 5 Abbots Park	55s V Team Kings	55s W Team Totnes	RMT A Bxm St Marys	Mens MDL A Team Chudleigh
4 x Rinks	3 x Triples	2 x Triples	2 x Triples	3 x Triples	4 x Rinks
Home	Away	Home	Home	Home	Away

# Selection

- The Selectors will meet each week, as they always have in the past, to select teams.
- If they have more people wishing to play than the fixture requires then some people may be disappointed, 😞 hopefully this won't happen too often, but the selectors will be doing their best to share games amongst all club players.
- You may be selected as a reserve, in case one of the selected players drops out after selection due to unforeseen circumstances.

# When a Team is Selected.

- The selectors meet each week. If you are selected to play, or are selected as a reserve, ***you will receive an email asking you to confirm your availability.*** (check your junk mail folder!)
- There is a confirm button at the end of the email. Press **Yes** to Confirm.  
If you are not now available Press **NO**
- If you are not available **now** or **after you have confirmed** that you can play, **then you must ring the TEAM MANAGER** as soon as possible, to advise him/her so that he/she can find a replacement player.
- If you look at the Teams Screen again you will now see the players selected for the game.

M Marldon Maple Leaf Bowling Club Rink Diary <noreply@rinkdiary.co.uk>  
To: Les Clarke

Hello Les,

Please see team selection and match details below and click the blue YES box to confirm you will play.  
If you find you cannot play you should click the red box NO, AND contact the match day captain immediately.

Monday 11th March 2024 Home 4 x Rinks		
MDL B Torquay Belgrave 10:00 Start Club Shirt & Black Bottoms		
Team Selected - Shown in grey columns		
Rink		
1 Les Clarke	1	Notes Meet in car par for car share
2 Peter Cartwright	2	
3 John Sharland	3	
4 Bob Tame	4	
1	1	
2	2	
3	3	
4	4	

Reserves

1	3
2	4
Team Manager - Les 2	
Telephone No. - 123123	
***Please let Team Manager know if you are unable to play***	

Please click on Yes/No to confirm you are able to play:

Yes No

Please click on Yes/No to confirm you are able to play:

Yes No

# Any Questions

- A number of members are available to help you get used to the system, so please don't hesitate to ask one of them for assistance or clarification of how to use it.
- Les Clarke
- Bob Tame
- Mike Stratton
- Teresa Cartwright
- Peter Cartwright
- Mike Thomas
- *Booking a rink will be covered in a different presentation.*



# Good Luck

---

Have a good season

