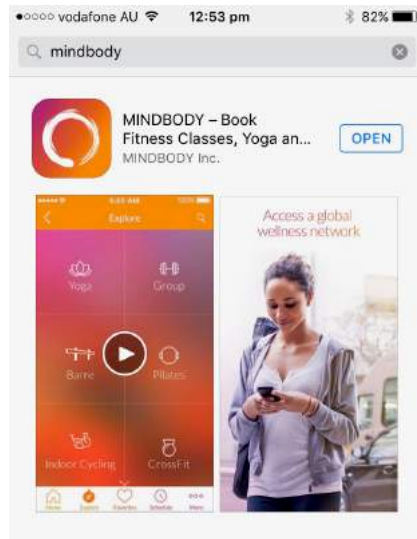


MINDBODY APP

How to Instructions - Personalise the MINDBODY App for Yoga Synergy

1. Open your App Store on your smartphone and search for MINDBODY App. The one that you need to download looks like the following (see screenshot below). Where you see 'OPEN' on the image below, this means this app is already downloaded but if you don't have it, yours should read 'GET'. Click on that and download it.



2. Once it is downloaded it will appear as an icon on your smartphone.
3. Launch the app to personalize it for Yoga Synergy
4. On the **HOME** page you will see a few sections:
 - a. **Explore** – top left box.
 - i. This is where you will search for Yoga Synergy or any other wellness, fitness or beauty businesses that are connected with the MINDBODY app.
 - b. **Favourites** – top right box.
 - i. This is where your one preferred MINDBODY business will appear. You can only have one preferred business on the HOME page e.g. if your main yoga practice is at Yoga Synergy Newtown or Bondi, this is where you can save it for each access – you can only save one for the home screen but you can tick both Yoga Synergy locations as favourites and that makes it easy to access each. You can have multiple favourites but these will be stored under the favourites screen not the HOME page. See below for further instructions on this.
 - c. **Schedule** – middle box.
 - i. This is a summary of your upcoming class
 - d. **Deals** – bottom box.
 - i. This is generated by the app. It shows all the special deals being given by any business that is connected with the MINDBODY app. You cannot customize or delete this section, however you can ignore it 😊

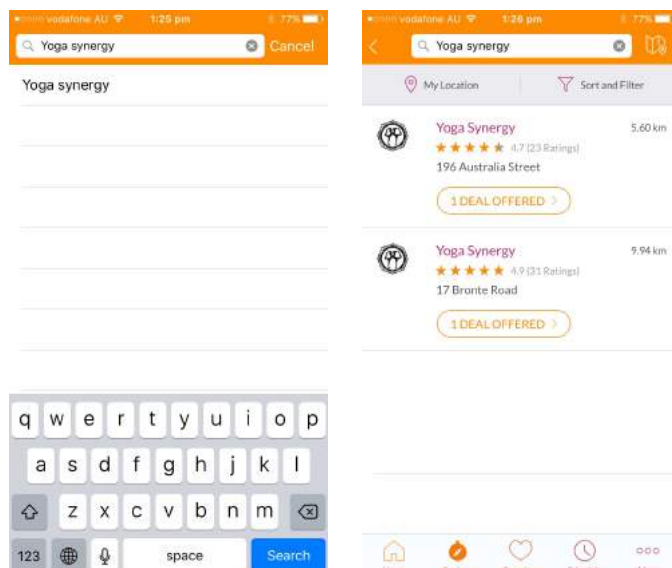
Below is a customized MINDBODY app which shows Yoga Synergy as the favourite. There are further instructions below on how to set this up.



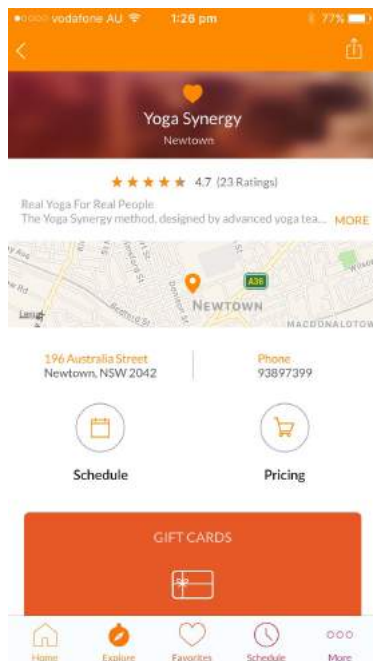
5. To start customising the HOME page, click on the top left box called 'EXPLORE'. When you click on that you will get the following screen appear.



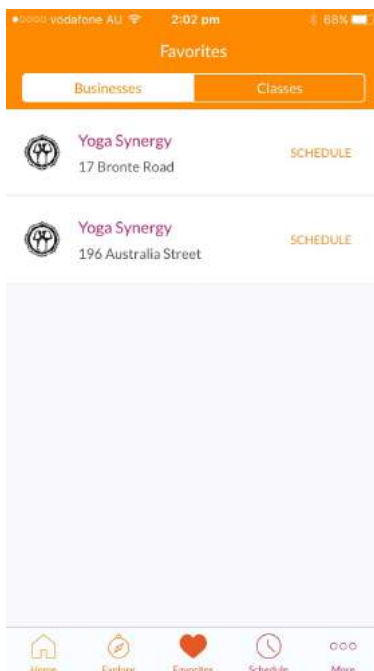
6. Click on the magnifying glass on the top right of this screen and type in Yoga Synergy to find it in the MINDBODY app. See the following screenshot:



7. Once you see the Yoga Synergy businesses come up (as per above screenshot), click on each, Newtown and Bondi, to save them under your favourites which you can do by clicking the empty “heart” icon at the top of the screen. See screenshots below which shows the “heart” icon filled in which means that this is now been tagged as favourite:



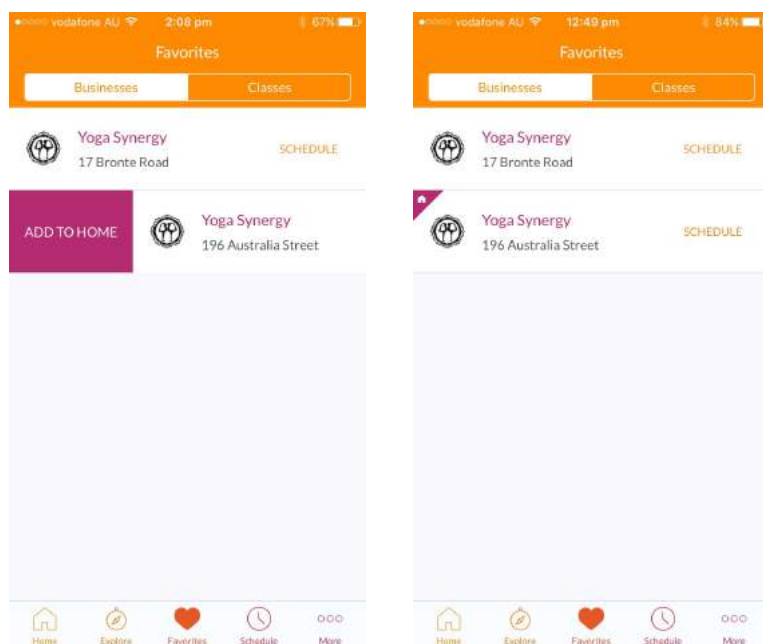
8. Once you have chosen your favourite businesses, these will appear under your ‘Favourites’ section which you can access by clicking on the “heart” icon at the bottom of your App screen. Screenshot below is your ‘Favourites’ screen.



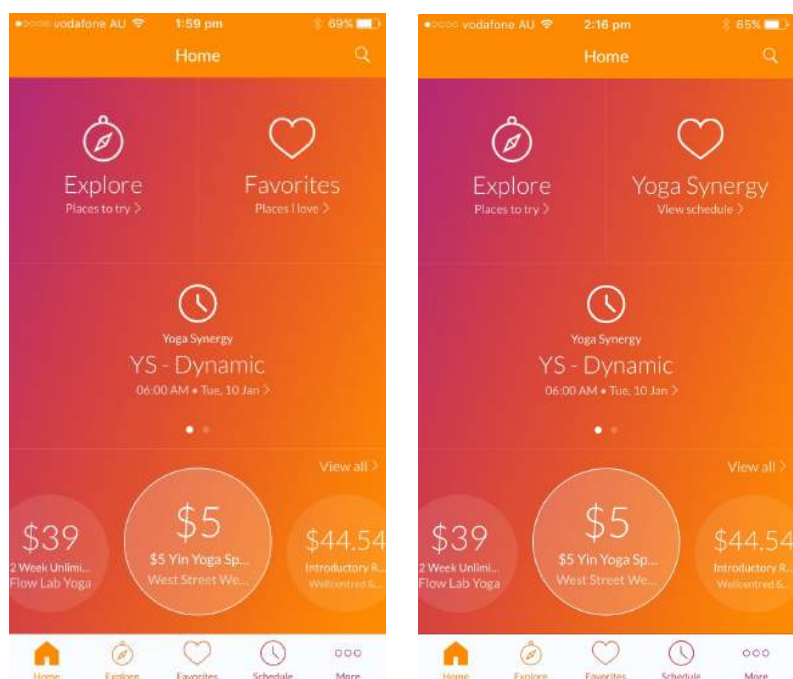
9. If you frequent a single business, and would like to access their schedule quicker, you might consider pinning that business to your HOME screen. Once pinned, you can access the schedule as soon as you open the app. You can do that by clicking onto the relevant business -> swipe from left to right -> and you will see 'ADD TO HOME' appear -> click on that to add the business to your HOME page. You will also notice a little HOME icon appear on top left corner of the business under your 'Favourites' screen.

N.B. If you ever want to remove that business from your HOME page, it is the same process as described above, where you can swipe left to right and click on 'REMOVE FROM HOME'. You can then replace it with another business if you wish.

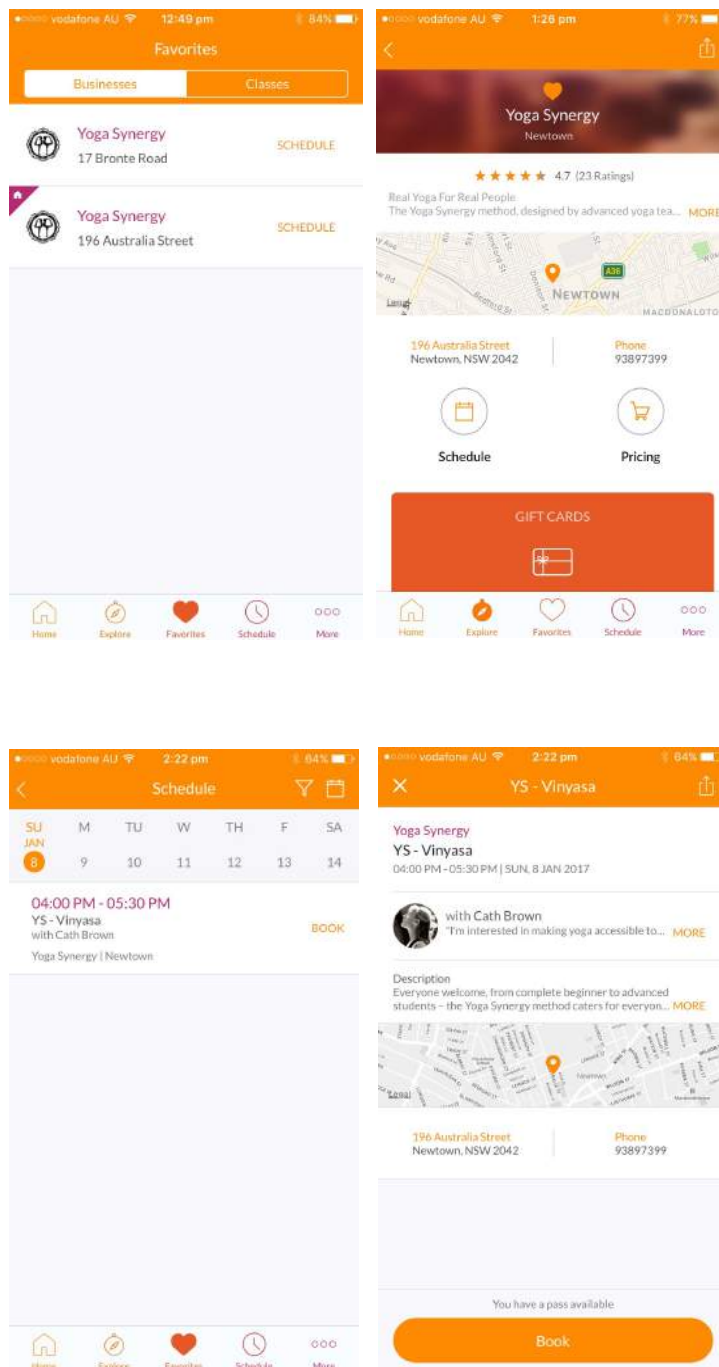
Screenshots below show these instructions:



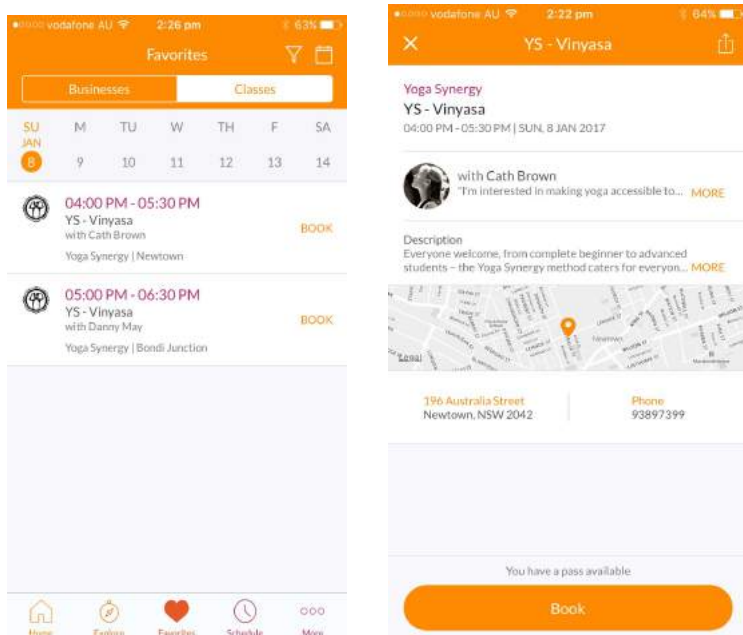
10. Your HOME page on the app will now have your most frequented / favourite business showing up in the Favourites box. See screenshots below for before and after customising your Favourites box on the HOME page:



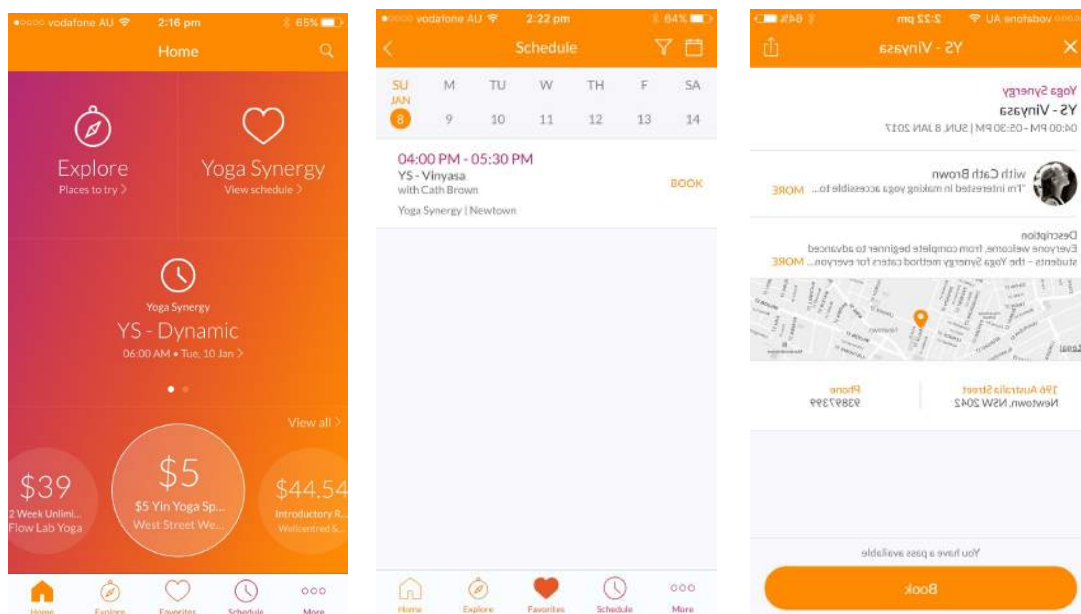
11. Once all is customized, you can easily book your classes. View and book classes through your 'Favourites' screen (access by clicking the "heart" icon on bottom of the app screen) which will show a list of your favourite businesses or via the preferred business saved on your HOME page.
12. Booking through your 'Favourites' screen, you can book your class in 2 ways: either go through the 'business' tab (top left) and then look at the relevant schedule for that business or go through the 'classes' tab (top right) which will list all the classes of all your favourite businesses.
13. Booking a class through the 'business' tab (top left) -> choose preferred studio -> once on that studio's page, click on "schedule" icon -> choose date and class -> click book and you are booked in for that class. See screenshots below:



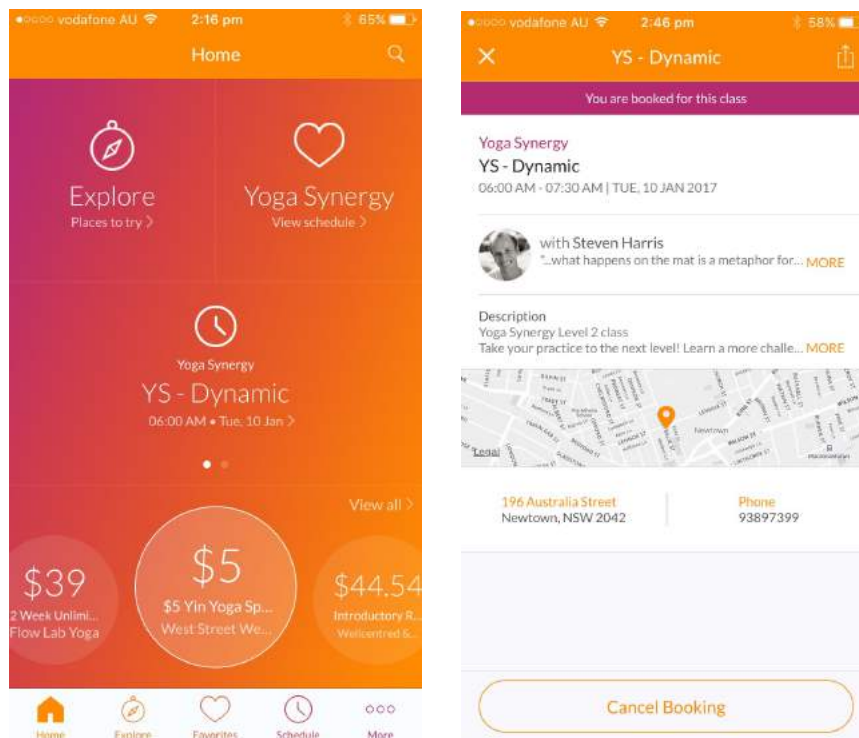
- Booking a class through the 'classes' tab (top right) -> when on the 'Favourites' screen click on 'classes' tab (top right) -> all classes from your favourite businesses will show up -> choose the date and the class you want to attend (you will see the studio appear against each class) -> click on it -> click book and you are booked in for that class. See screenshots below:



- You can also book your class through your preferred business on your HOME page. Click on the business on your HOME page -> this will take you straight to the schedule of that business -> choose the date and class -> click book. See screenshots below.



16. On the HOME page you also have the 'schedule' section in the middle. This shows your next upcoming class.



TIP: A quick tip is to go into the settings of the app and turn on the 'Sign in with Touch ID' so you can log onto the app using your fingerprint. You can only do this if you have already set this up for your smartphone. If not, then it will not work.

It is a super simple app to use. You can cancel and change classes with ease.