



Carol / User's guide

Booking at the Club

1. With the help of the track-ball, select the free court and time at which you want to play or click on the name of your partner if he is already registered. The identification space will appear.
2. Enter your membership number in the "identification" space and, in case you booked by internet, your "password" and click on "Validate".
3. The booking board reappears with your name on the court you just booked if all required conditions are fulfilled. In case you select an hour which would leave a gap between games, the system will automatically eliminate the gap by sliding towards the earliest free playing hour available.
4. The playing hours are:
April, May, June: adults: 45', double 60' / juniors: single 45', double 45' / minis: single 30', double 30'
from July : adults: single 60', double 75' / juniors: single 45', double 60' / minis: single 30', double 30'
week days : no booking authorized for juniors and minis between 12 and 14 pm and between 5.30 and 8.30 pm.
5. To become effective, each booking must be confirmed on the Club's screen. Failure to do so will automatically cancel your booking 5 minutes before playing time.
6. To become firm, at least one booking is required up to 5 minutes before playing time. Past the 5 minute limit, the booking will automatically be cancelled if the second name is missing or has not been confirmed.
7. When playing a double, the playing time is the same as the single playing time as long as 1, 2, or 3 players have registered. It is extended by 15' as soon as the 4th player registers, provided the 15' are still available.
8. If you run into problems, make sure you got the right date on the chart. If not, enter "Today" in the left hand menu and start again.

Confirmation on the screen installed at the Club

The confirmation must be made at the earliest 60 minutes and at the latest 5 minutes before you start playing.

1. Click on your name on the screen. The identification box will show up.
2. Enter your membership number in the box "Identification" and click "Validate".
3. The reservation screen reappears and an * (asterisk) next to your name indicates that your booking is confirmed.

Cancellation

1. Click on your name on the reservation screen. The identification box will appear.
2. Enter your membership number in the "Identification" box and click "Validate". The reservation screen will again come up without your name.
3. In order to cancel a reservation which has not been confirmed yet (no * next to your name), the booking must first be confirmed and then cancelled.

Invitations

1. Provided invitations are authorized, ask for 1 "Invitation card" at the club-house. Fill in all the details after payment of the invitation fee.
2. Use that number as membership number and follow the booking procedure.
3. No booking possible by internet for guests.

Rentals

1. Provided rentals are authorized, ask for 2 cards at the club-house. Fill in all the details after payment of the rent.
2. Use those numbers as membership numbers and follow the booking procedure.
3. No booking possible by internet.

Booking by Internet

1. Enter www.tcdrizia.ch and click on "Online booking".

Password

1. No access by internet to the Carol booking system is possible without your password. It is the same as your original membership number; we recommend that you change it at your first booking. From then on it should always be different from your membership number. If you have forgotten your password, you may request it to be sent to you by e-mail by our secretariat, provided of course you turned it in previously
2. The manager of the CAROL system will at all times have access to your password or any other information registered by the system especially to all transactions or manipulations which are all registered by the system.



Further question : Pierre Bacle 079 202 46 19