

# SnowDrifters Cabin Reservation System User Guide

This user guide is supposed to help you create an account with the SnowDrifters cabin reservation system and make reservations you yourself and your guests. If you have comments about this guide or problems understanding how to do a task, please write to the author Dirk Jagdmann [doj@cubic.org](mailto:doj@cubic.org).

## Create an account

Before you can make reservations you have to create an account on the reservation system. With a web browser visit <http://cabin.snowdrifters.org> and use the second form to enter your account information. See the screenshot for an example what the author would enter in the fields.

**Sign Up**

If you do not have an account, use the form below to create an account. See the [users guide](#) for details on the fields required to sign up.

Email:	doj@cubic.org	
Password:	.....	Password Strength: medium. You should add punctuation characters.
repeat Password:	.....	
your Name:	Dirk Jagdmann	
Name visible on Grid:	<input checked="" type="checkbox"/>	
<input type="button" value="Sign Up"/>		

You will need to fill out the following fields:

<b>Email</b>	a valid email address. You will need to active your account with this email address.
<b>Password</b>	a password for your account. When typing your password the page will tell you if you choose a good password. Choosing a good password prevents other people from guessing the password and tampering with your account. Please try to use at least a password of medium strength.
<b>repeat Password</b>	repeat the password entered in the second field. This prevents you from submitting a mistyped password.
<b>your Name</b>	your name. You can change the name later in the account preferences.
<b>Name visible on Grid</b>	when making a reservation you can see reservations and purchases from other SnowDrifters. If you want yourself to be visible to others, enable this checkbox. If you leave this checkbox disabled (default) your name will not be visible to others when making reservations. Your name will show up on the weekly printout posted at the cabin however. You can change this setting later in your account preferences.

If you've entered all required information and the passwords are equal the system will create a new account. You will then need to verify the email address you entered. You will receive an email address with the following text:

You have signed up for the Snow Drifters Cabin Reservation with the email address [doj@cubic.org](mailto:doj@cubic.org). To use your account, please click the link below to activate your account.  
The link will be available for 24 hours.  
<http://cabin.snowdrifters.org/verify.pl?email=doj%40cubic.org&v=fdf92f9a269c793465ab8137d0ffc5>  
If you have not signed up for the Snow Drifters Cabin, ignore this email.

To verify your email address and activate your account click the link in the email. You should see a webpage confirming that the activation was successful.

**Your account was successfully verified. Now you can login at [Cabin Reservation](#).**

Contact the webmaster Dirk Jagdmann <[doj@cubic.org](mailto:doj@cubic.org)> if you encounter problems.

You can now follow the link back to the reservation start page. While you now have an active account, the account is currently only registered as a guest account. If you are a SnowDrifters member the cabin administrator will set the member flag on your account and inform you about the update via email. If you do not receive an email, write an email to the cabin administrator to ask about the status of this process. Please note, that unless you've paid your membership for 2012 you will not receive membership status for the cabin reservation system.

## Make a reservation

If you have created an account you can make a reservation for one or more beds for multiple days. You will only able to select the member pricing if your account has the member flag set. To start the reservation process, go to the Cabin Reservation System start page <http://cabin.snowdrifters.org> and enter your account information along with the first and last day you would like to see current reservations and purchases.

**Snow Drifters** [www.snowdrifters.org](http://www.snowdrifters.org)

EVENTS    **SKI CABIN**    RACING    CLUB INFO    SKI SLOPE INFO    CONTACT US

Please use this form to request a reservation at the Snow Drifters cabin. Be sure you have reviewed the [Cabin Policies](#) document. Requesting a reservation is an acceptance of the policies as stated in the club [Cabin Policies](#).

If you have already created an account for the cabin reservation system, use the form below to sign in and make a reservation. See the [users guide](#) for details how to make a reservation. Your browser needs to have JavaScript enabled to use the reservation system.

Email:

Password:

From:

To:

Since you will make your reservations for individual beds and days once successfully signed into the system, you don't need to select the exact days on the sign up form. By default the **From:** day is the current day and to **To:** day is 10 days into the future. This should allow you to see the current reservation for the next week. If your email and password match you will be redirected to the main work page, which is referred to as *the grid*.

**Snow Drifters** [www.snowdrifters.org](http://www.snowdrifters.org)

EVENTS    **SKI CABIN**    RACING    CLUB INFO    SKI SLOPE

[Reservation Form](#)

[choose different dates] [preferences] [bed descriptions]

	Sat <b>12/31/2011</b>	Sun <b>01/01/2012</b>	Mon <b>01/02/2012</b>	Tue <b>01/03/2012</b>	Wed <b>01/04/2012</b>
<b>2ndBunk1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>2ndBunk2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>2ndQueen1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>2ndQueen2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>3rdGirlBunk1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>3rdGirlBunk2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00
<b>3rdGirlQueen1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00

Reservations are indicated by the member/guest name printed in *italic font*. For purchased beds the name is printed in **bold font**.

After you've signed into the system you can see which beds are currently available on which days. If you decide to purchase a bed, click onto the Member or Guest link for the correct price to reserve the bed on the selected day. The page will reload and you should see your name on the grid cell you've chosen. You can remove your reservation by clicking on the circled X in the cell. Your reservation details are also listed in a table below the grid. You can also remove a reservation by clicking the circled X in that table.

A reservation is valid for one hour. If you have not purchased that reservation via PayPal within one hour, the reservation will be deleted by the system and another member/guest can reserve those beds.

You can reserve/purchase as many beds per day as you want. The reservation system is currently not enforcing any rules on member or guest pricing and maximum stay. The club relies on our member's fair play to make correct reservations. You can make a reservation for yourself and other members or guests at the same time and purchase them with a single checkout.

If you reserve the same bed on Friday and Saturday you will receive a \$10 weekend discount listed on the reservation system. The reservation needs to be made for either guest or member on both days, mixing member and guest on the same bed over Friday and Saturday will not be eligible for the weekend discount.

If you are ready to purchase your reservation, review that the reservation is correct by looking at the reservation table, then press the **Purchase Reservation via PayPal** button.

your reservation				
Day	Item	Description	Price	
Fri	12/09/2011	closet	permanently reserved for JD Harper	G \$50.00 <input checked="" type="checkbox"/>
Sun	12/04/2011	male02		M \$35.00 <input checked="" type="checkbox"/>
Mon	12/05/2011	male02		M \$35.00 <input checked="" type="checkbox"/>
Tue	12/06/2011	male02		M \$35.00 <input checked="" type="checkbox"/>
<b>Total:</b>				<b>\$155.00</b>

[Purchase Reservation with PayPal](#)

You will then be redirected to a PayPal website which will show you the reservation details on the left and two ways to purchase the reservation. If you have a PayPal account you would like to use for the purchase, sign into it with the upper right form. If you do not have a PayPal account and would like to purchase with a credit card, use the guest form on the bottom right.

 [www.snowdrifters.org](http://www.snowdrifters.org)

Your order summary	
Descriptions	Amount
closet Fri 12/09/2011 permanently r...	\$50.00
Item number: closet 12/09/2011	
Item price: \$50.00	
Quantity: 1	
male02 Sun 12/04/2011	\$35.00
Item number: male02 12/04/2011	
Item price: \$35.00	
Quantity: 1	
male02 Mon 12/05/2011	\$35.00
Item number: male02 12/05/2011	
Item total	\$155.00
Total \$155.00 USD	

**Choose a way to pay**  
PayPal securely processes payments for SnowDrifter.

**Have a PayPal account?**  
[Log in to your account to pay](#) 

**Don't have a PayPal account?**  
Pay with your debit or credit card as a PayPal guest

Country:

Card number:

Payment Types:    

Expiration date: mm  / yy

CSC:   
What is this?

First name:

Last name:

If you have successfully purchased the reservation via PayPal, you will be redirected to the cabin reservation system. The system will tell you it received your payment.



If you follow the link to the start page you can sign into your account again (unfortunately the information that you already signed in earlier is lost during the PayPal checkout) and verify that your reservation was indeed purchased. You want to check that your purchased beds/days are now printed with your name in **bold font** on the grid. Also the reservation table below the grid should be empty. You can now make another reservation or close the cabin webpage.

Snow Drifters		EVENTS	SKI CABIN	RACING	CLUB INFO
Reservation Form					
[choose different dates] [preferences] [bed descriptions]					
	Sat 12/31/2011	Sun 01/01/2012	Mon 01/02/2012	Tue 01/03/2012	
<b>2ndBunk1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>2ndBunk2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>2ndQueen1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>2ndQueen2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>3rdGirlBunk1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>3rdGirlBunk2</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>3rdGirlQueen1</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	
<b>3rdGirlQueen2</b>	Laurie Mont Guest	Laurie Mont Guest	Laurie Mont Guest	Member \$35.00 Guest \$40.00	
<b>3rdLoftCloset</b>	Member \$45.00 Guest \$50.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	Member \$35.00 Guest \$40.00	

## Season Pass holders

Season pass holders will need to create an account as described in the previous section. After you have verified your account, write an email to the cabin administrator to request that your season pass is registered in the reservation system. You will receive an email once the administrator has registered your season pass.

When making a reservation you can reserve one bed per day without making a PayPal checkout. The first bed is immediately marked as purchased. You can make additional reservations for members and guests and will need to do a PayPal checkout to purchase them.

## Change the account's preferences

If you click the [preferences] link at the top of the grid page a new window/tab will open and you can change account preferences, your email address and password on the opened web page.

# User Preferences

Email [dirk@jagdmann.de](mailto:dirk@jagdmann.de)

Name

Name Visible on Grid  yes

Season Pass no

SnowDrifter Member yes

Signed up 2011-12-04 16:02:51.000435-08

[Update Preferences](#)

The first form allows you to change the Name displayed on the *grid* and whether to show that name to other people. It also shows if your member or season pass flags are set and the day and time you've signed up with the cabin reservation system.

The second form allows you to set a new email address for your account. If this email address is not used by another account it will be immediately used for your account. Note that now verification process is being started when changing the email address, so the reservation system will not check that this email is valid and you can receive emails. Please check the new email address you provide twice to correctness and types before clicking the **Update Email Address** button.

The third form allows you to change your password. You will have to enter your new password twice into the **New Password** and **Repeat Password** fields. Only both fields are equal

## Recover your forgotten password

If you have forgotten your password, but still remember your email address, you can request a password recovery, but entering your email address into the third form on the start page.

# Forgot Password

If you forgot your password for the cabin reservation system, use the

**Email:**

You will receive an email like:

You have requested a password recovery for the Snow Drifters Cabin Reservation.

Follow the link below to set a new password.

<http://cabin.snowdrifters.org/recovery.pl?code=bf9412f4b4623613d8b7a08c159da23d>

If you have not requested a password recovery, ignore this email.

Click the link in the email. You will be directed to web page on the reservation system allowing you to set a new password.

# Password Recovery

**New Password**  Password Strength: low.

**Repeat Password**

Enter your new password twice and click the **Change Password** button.