

TOTAL ATHLETE PERFORMANCE ACCOUNT GUIDE

How to Setup Your Online Account to Schedule and Purchase Training



Welcome Parents and Athletes-

Below is some instruction on how to setup your own EZ Facility Account (This account must be separate from any other EZ Accounts you may have).

With this account, you will be able to manage your registration into semi-private workouts. This will allow the flexibility everyone should have in scheduling their workouts and training times.

If you have any questions, please feel free to contact us.

1. Creating a Login
2. Purchasing a Package
3. Scheduling Your Training

1. Creating a Login

- Go to www.tapwisconsin.com
- Click on the “account” tab
- Click the “Register” button
- Fill out the needed information to create your account
- You are now ready to purchase a package once these steps are completed

2. Purchasing a Package


- Once logged in, click the “Buy” button on the left side of the page, then “Packages”
- Next to “Reservation Types”, click “All”
- Choose “Semi Private Workout” from the drop down list
- Select the Package you would like, and click “Buy”. Enter your payment information

3. Scheduling Sessions

- Upon logging in, click “Book Sessions” on left side of the page
- Click logo highlighted below:

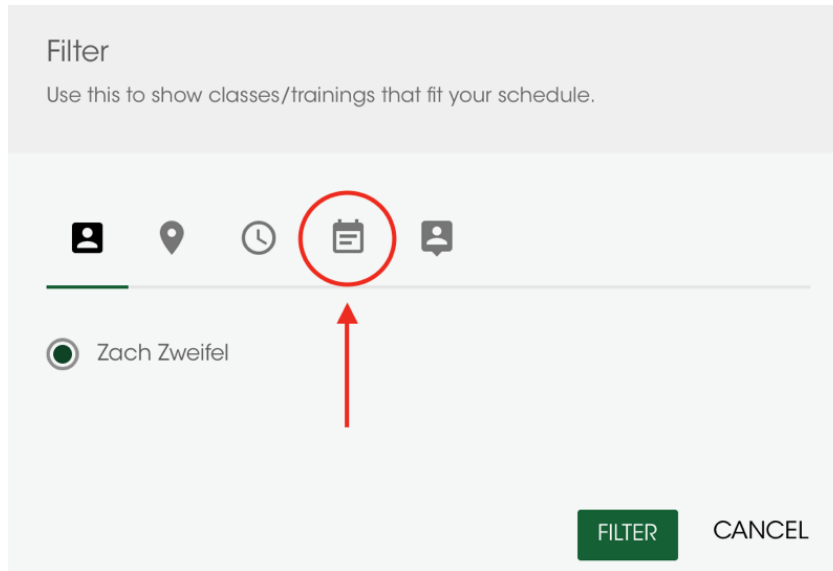
CLASSES & TRAINING

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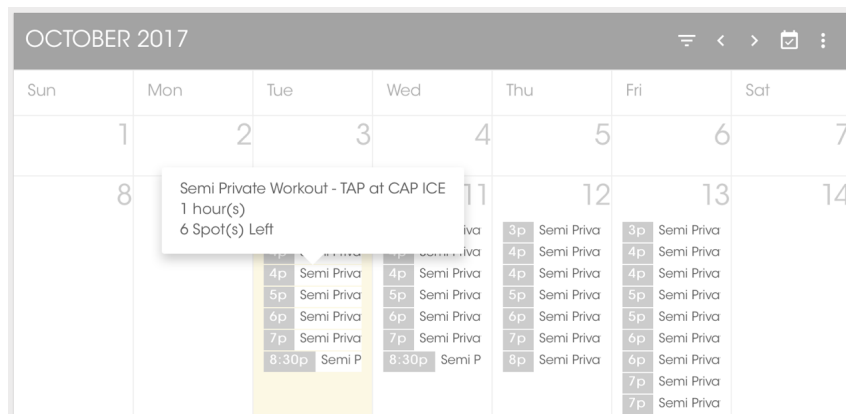


Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
		2p Baseball P	1p Baseball P	1p Baseball P	1p Baseball P	1p Baseball P	
		2p Baseball P	1p Baseball P	1p Baseball P	1p Baseball P	1p Baseball P	
		2p Baseball P	1p Baseball P	1p Baseball P	1p Baseball P	1p Softball Pri	
		2p Softball Pri	1p Softball Pri	1:30p Basebx	1p Softball Pri	1p Softball Pri	
		2p Softball Pri	1p Softball Pri	1:30p Basebx	1:30p Basebx	1:30p Basebx	
		2:30p Basebx	1:30p Basebx	1:30p Basebx	1:30p Basebx	1:30p Softba	
		2:30p Basebx	1:30p Basebx	2p Baseball P	2p Baseball P	1:30p Softba	
		2:30p Softba	1:30p Softba	2p Baseball P	2p Baseball P	2p Baseball P	
		2:30p Softba	1:30p Softba	2:30p Basebx	2p Baseball P	2p Baseball P	
		3p Semi Priva	2p Baseball P	2:30p Basebx	2p Softball Pri	2p Softball Pri	
		3p Baseball P	2p Baseball P	2:30p Basebx	2p Softball Pri	2p Softball Pri	
		3p Baseball P	2p Baseball P	3p Semi Priva	2:30p Basebx	2:30p Basebx	
		3p Baseball P	2p Softball Pri	3p Baseball P	2:30p Basebx	2:30p Basebx	
		3p Softball Pri	2p Softball Pri	3p Baseball P	2:30p Softba	2:30p Softba	

- Click “filter” logo highlighted below, then click “Semi Private Workout”:



- Hover over session options to find the correct **day, time, and location** you would like



- Click “Book”. You are now scheduled for this session. We are automatically notified of your selection. **Note: Sessions must be scheduled 6 hours prior to their start time. If a session needs to be rescheduled or cancelled, this also needs to be done a minimum of 6 hours before the start of the session.**