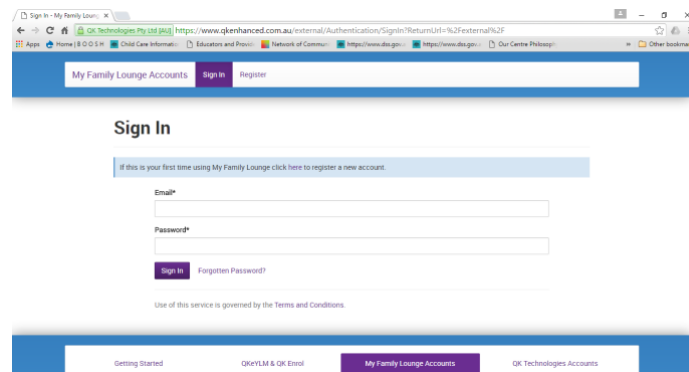
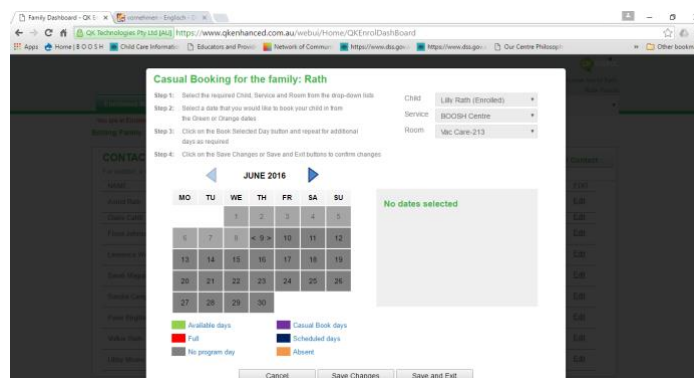


Factsheet on Booking Casual Sessions

1. Login on to 'My Family Lounge', this can be access from www.boosh.com.au under the My Family Lounge tab, or by a google search to find the site directly.



2. Click the green button 'Enrolment Management' and scroll down to 'Casual Bookings'.



3. From the drop down menu on the right hand side of the page you can choose the child you want to make a booking for and under 'Room' you can choose the care type you require: AM or PM.
4. You can then select and book the days you require care. Please note, **once a booking is completed and saved, the booking cannot be cancelled.** If you make a genuine mistake please email the Boosh Centre immediately.
5. Confirm the enrolment.
6. Save and exit.

Possible errors you might encounter:

1. Trying to visit the page to login and the following message appears:

Server Error in '/webui' Application.

Runtime Error

Description: An application error occurred on the server. The current custom error settings for this application prevent the details of the application error from being viewed remotely (for security reasons). It could, however, be viewed by browsers running on the local server machine.

Details: To enable the details of this specific error message to be viewable on remote machines, please create a <customErrors> tag within a "web.config" configuration file located in the root directory of the current web application. This <customErrors> tag should then have its "mode" attribute set to "Off".

```
<!-- Web.Config Configuration File -->
<configuration>
  <system.web>
    <customErrors mode="Off"/>
  </system.web>
</configuration>
```

Notes: The current error page you are seeing can be replaced by a custom error page by modifying the "defaultRedirect" attribute of the application's <customErrors> configuration tag to point to a custom error page URL.

```
<!-- Web.Config Configuration File -->
<configuration>
  <system.web>
    <customErrors mode="RemoteOnly" defaultRedirect="mycustompage.htm"/>
  </system.web>
</configuration>
```

Close the page and clear your browser history/cache, then try again.

2. If you cannot remember your password, please click 'Forgot password'.
3. If your email address is not recognised and you have not yet used the online system you may not be registered, please contact Boosh.