Step-by-step guide to Floodlights

Key info:

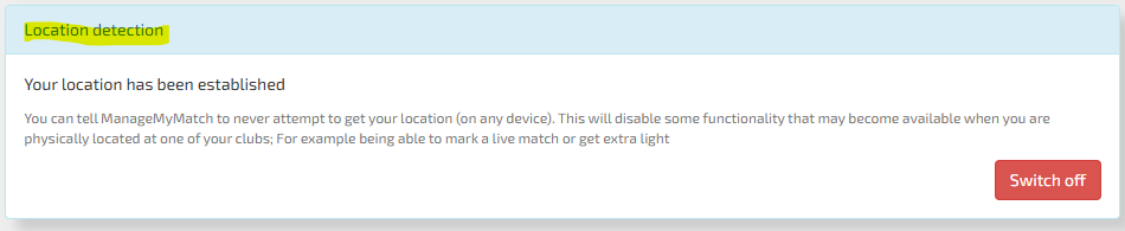
- Lights cost £6 per hour per court.
- Light fees will now be shared between the players named on the booking.
- Anyone named on the booking can switch the lights on.
- Lights can be activated from 30 minutes before the booking start time and **only when you are physically at the club** on your phone or via the kiosk. They will only turn on at the time of the booking or at the time of switching on if the booking has already started. You will not be able to pre-programme them for a set time earlier in the day anymore.
- You will need to allow MMM to detect your location when at the club otherwise you will not be able to work the lights on your phone. See instructions below.
- The lights will go off by themselves at the end of your booking unless you switch them off beforehand.
- You will only be charged for the exact time the lights are on for. So, if you finish early and switch them off you will save money.
- You will need credit on your account to pay for floodlights – see instructions below.

Location settings:

It is essential that you enable the following two settings so that you can manage the lights on your phone. You do not need these location settings if you only ever use the kiosk to activate the lights.

1. Establishing your location settings on your MMM account

1. Log on to your MMM account here: https://app.managemymatch.com/
2. Click on the circular initial's icon in the top right-hand corner
3. **Go to My account** and select **Password / Access** (via the left-hand side menu on a laptop or from the drop down at the top of the screen on a phone), and check the **Location detection** panel at the bottom. Click **Switch on**. If you see a red **Switch off** button showing means it's already on.



2. Enabling your location in your phone settings

When your phone asks whether MMM can use your location, choose **Allow** or;

Go into your iPhone settings. Select **Privacy & Security**, then **Location Services**. Make sure Location services is activated at the top. Then scroll to find MMM and give access **'Whilst using the app'**.

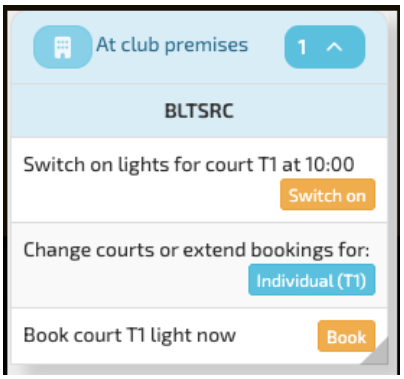
How to activate the lights:

1. On your phone

When you are at the club, open your MMM home page (the house icon) on your phone and tap the orange **Switch on button** on your court booking in the **At club premises** panel that is right at the top of the page. Note that it may take up to a minute for the lights to react to this - and they will only turn on at the time of the booking or at the time of switching on if the booking has already started.

The lights will then run for the course of the booking unless you click **Switch off**. You are encouraged to switch the lights off if you finish early to save electricity and your credit balance!

The system will also give you the opportunity to book *any* free court right now if you happen to be at the club with no current booking. In this case you would click **Book** next to the court in question.



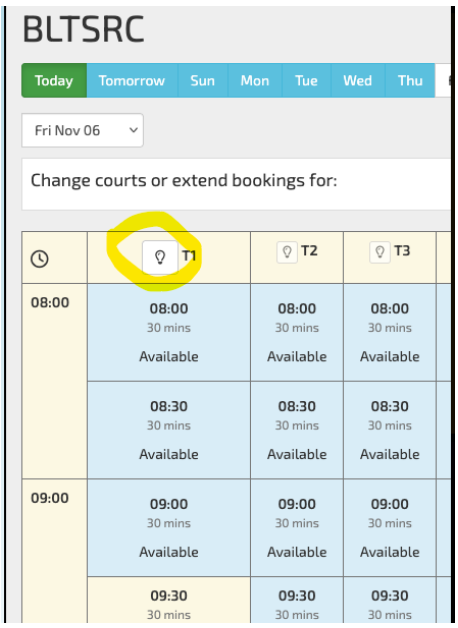
More help: Using your phone at the club

2. On the kiosk

Unlock the kiosk with your new fob by tapping it on the little black device underneath the screen.

If there is an impending booking relevant to you there will be a light button in the header of the court column. Click that and the lights will be confirmed. Note that it may take up to a minute for the lights to react to this - and they will only turn on at the time of the booking.

You can also use this button to switch the lights back off and you are encouraged to do this if you leave the courts early.



Adding credit

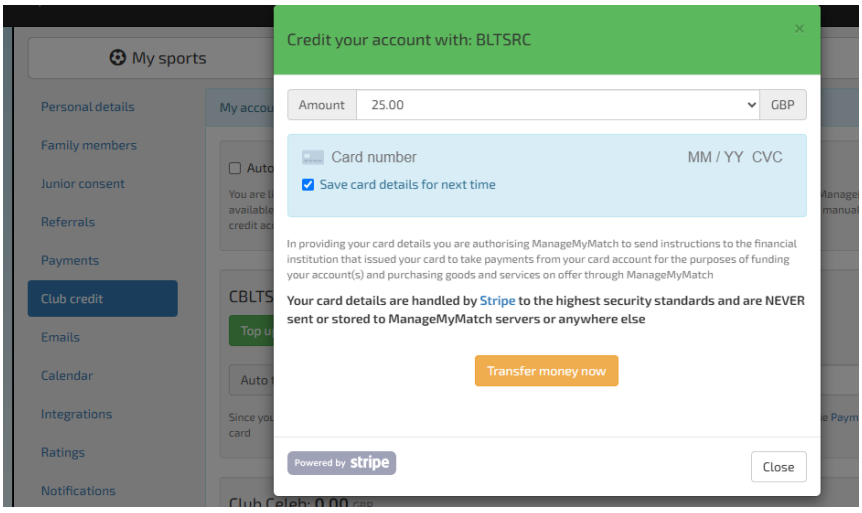
You will need credit on your account for the lights - whether you are the court booker or person that switches them on as light fees are now split between named players on the booking.

Please note that only the family head can put credit on the family account via MMM.

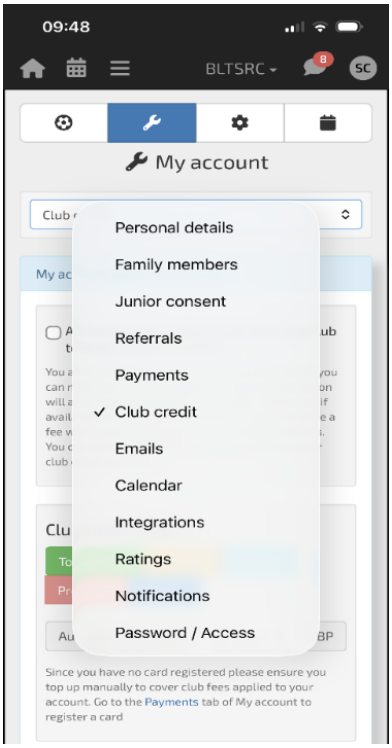
Here's how to add credit:

1. Click your initials→ **My account**→ **Club credit** (via the left-hand side menu on a laptop or from the drop down at the top of the screen on a phone)
2. Click **Top up now**, choose an amount (from £25) and click **Transfer money now**.

Laptop:



Phone:



An alternative way to add credit is to go to your dashboard (the house symbol) and click on the £ symbol next to Club Balance which is towards the bottom of the page.

Credit from the old system can only be moved across once the old system closes on 9th November. Most balances move automatically, but some have to be done by hand, so please allow a week or two after 9th November for yours to appear.

Tip: choose an **Auto top-up amount** (£25–£250) and MMM tops you up whenever you don't have enough credit for a charge. Without it, if a fee can't be taken you (and your family) can't book until you top up – any top-up puts it right straight away.

More help: How do I top up? · Automatic top-up