



HOW TO SET UP ACCOUNT PROFILE WITH MINDBODY

****ATTENTION CLIENTS:** Mindbody is the program Elevate NEXT uses to schedule classes.**

1. Visit www.elevatenext.com
2. Click on **NEW CLIENTS CLICK HERE TO RECEIVE YOUR FIRST CLASS FREE!**
3. This will bring up a screen to set up a profile
4. Under **NEW TO OUR SITE**
5. Enter your name and click next
6. Complete required fields (if you are the parent these fields are for your information then click add a family member)
7. You may click add a family member for as many members that you want to attend Elevate NEXT
8. Scroll down and check box **I AGREE WITH TERMS**
9. Click **CREATE ACCOUNT**
10. At the top of the new screen there are tabs, please go to First Class
11. This will bring up a class schedule
12. You may use the forward arrow in the **WEEK** until the Introductory Assessment Class appears (if your child is 7 or younger click Mini Bidy)
13. Click **SIGN UP NOW**
14. Either option will then, click **MAKE A SINGLE RESERVATION**
15. You will see a confirmation screen for the Introductory Assessment Class and should receive a Welcome Email.
16. For **MINI BIDDY** you will see a check out screen, Click **CHECK OUT, a payment request screen will appear, enter your payment information, click place order**
17. Introductory Skill Assessment Classes are held twice a month on Saturday at 4PM
18. Mini Bidy classes are held weekly on Saturday at 2:00

Should you have any QUESTIONS please call our office at **504-383-5106**.