

COACHES SUBSTITUTE

VIDEO

Ensure substitute coach has necessary coach permissions.

Standard instructor permissions:

- *Allows management of notifications and class attendance for assigned classes.*

ASSIGN COACH

- *Classes > Class Admin > Select Gear Icon (right of the class title)*
- *Select Reg/Slot & Instructors > Assign Substitute Coach to the desired slot time*

AFTER CLASS IS COMPLETE

- *Classes > Class Admin > Select Gear Icon (right of the class title)*
- *Select Reg/Slot & Instructors > Remove Substitute Coach from the Slot by clicking the instructors and unselect & save.*

▼ Account and Member Management
View standard account/member info
▼ Account Notifications
Manage my account notifications
Available to receive class notifications
▼ Class Management
View class admin list
View instructor report
▼ Manage class attendance
View class attendance
Track class member attendance/skills
Take class member attendance from mobile
Message class members/instructors from mobile attendance
View/Register restricted classes at Class Registration
▼ Limit to my instructor classes
View class admin for my instructor classes
View instructor report for my instructor classes
Track member attendance for my instructor classes
▼ Limit to my owned location classes
View class admin in my owned locations
Access all class locations
▼ Mobile Admin Dashboard
View Class Management/Attendance item