

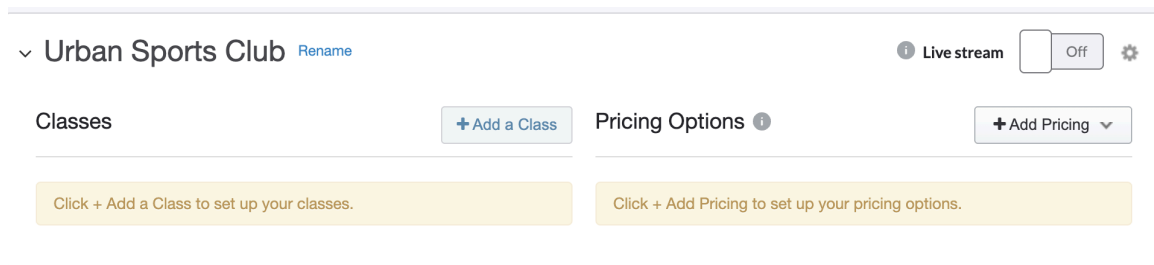
Mindbody Configuration Guide – Partner Setup

Introduction

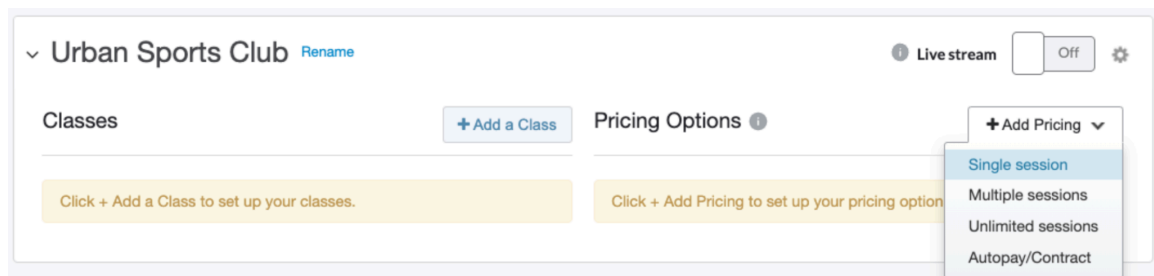
- User and pass synchronization: If a user (USC member) account does not already exist (based on email address), a new member account is created automatically in MindBody.
- Once created, Urban Sports Club credits are directly assigned to the users (USC members) account.
- We map the USC category to the MindBody Class type. Please read more about this [here](#).

Step 1: Create the 'USC' Pricing Option

1. Go to the "Services and Pricing" tab.
2. Create (add) a new service category named Urban Sports Club.
3. Click 'Add new service category' > 'Continue with Classes' > 'Rename'.



4. Once created, click 'Add pricing' > 'Single session'.



5. Set the following options:

- Pricing name: Urban Sports Club
- Price: €0 (mandatory)
- Uncheck: 'Sell online'
- Expires in: 1 month or 15 days after the sales date
- Number of sessions: 1
- Introductory offer: No
- Revenue category: See second screenshot

Add a Pricing Option

Clients can purchase this pricing option to pay for Urban Sports Club.

Pricing option name	<input type="text" value="Urban Sports Club"/>
Price	<input type="text" value="0.00"/>
	<input type="checkbox"/> Sell online
Tax	<input type="checkbox"/> Sales Tax <input type="checkbox"/> Local Tax <input type="checkbox"/> Goods Tax
Expires	<input type="text" value="12"/> Months after <input type="text" value="the sale date"/>
Number of sessions	<input checked="" type="radio"/> Single session <input type="radio"/> Multiple sessions <input type="radio"/> Unlimited sessions
Is this an introductory offer? (limit of 1 per client)	<input checked="" type="radio"/> No <input type="radio"/> Yes, for new clients only <input type="radio"/> Yes, for new and existing clients
Does a client get access to your videos on demand?	<input checked="" type="radio"/> No <input type="radio"/> Yes
Revenue category	<input type="text" value="Select"/>

[Additional options](#)

Cancel

5.a Revenue creation (if applicable)

- If the Urban Sports Club Revenue Category does not exist, create it by clicking on 'Select' and at the bottom of the drop-down menu 'add new'.

Number of sessions

Is this an introductory offer?
(limit of 1 per client)

Revenue category ⓘ

> [Additional options](#)

- ✓ Select
- <script>alert()</script>
- GL 1234 - Bootcamps
- Group Ex. Classes
- Membership - Basic
- Membership - PT
- Membership -Corp
- Personal Training
- Resource Rental
- Spa Services
- Sports Medicine
- Swim Lessons
- Workshops
- Yoga Classes
- Options

Add New

- Revenue category name: Urban Sports Club

Add New Revenue Category

What would you like to call your revenue category?

We suggest that your revenue categories and service categories have similar names so that you can easily track which services are bringing in the most revenue.

Revenue category name

Cancel

- Once your pricing option has been validated, all you have to do is confirm (click on 'add').

- Here's what should appear on your screen:

The screenshot shows the 'Urban Sports Club' interface. At the top, there is a 'Live stream' toggle set to 'Off'. Below this, there are two main sections: 'Classes' and 'Pricing Options'. The 'Classes' section has a '+ Add a Class' button and a yellow message box that says 'Click + Add a Class to set up your classes.'. The 'Pricing Options' section has a '+ Add Pricing' button and a table with the following data:

Name	Price
Urban Sports Club	\$0.00

Step 2: Create Access Relationships

Link the Urban Sports Club payment service category to the relevant class categories. To include/exclude classes, define relationships accordingly.

Please read more about this [here](#).

1. Click on the gear icon at the top right of the service category.
2. Select Create pricing relationships.

The screenshot shows the 'Urban Sports Club' interface with the settings menu open. The menu is located at the top right and contains the following options: 'Allow online scheduling' (checked), 'Create pricing relationships' (highlighted), 'View inactive pricing options', 'View inactive classes', 'Payroll integration', 'Tab assignment', and 'Deactivate service category'. The 'Classes' and 'Pricing Options' sections are visible in the background, with yellow message boxes indicating that classes and pricing have not yet been set up.


3. Assign pricing relationships to all service categories with classes you are adding to your Urban Sports Club schedule.

Green arrow pointing to the right: The service category Urban Sports Club can pay for the service category on the right.

N.B.: *Two-way relationships and arrows pointing to Urban Sports Club are not accepted.*

Create Pricing Relationships



Urban Sports Club  Yoga

Urban Sports Club  Yoga

I do not want Urban Sports Club pricing options to pay for Yoga

Urban Sports Club  Yoga

I want Urban Sports Club pricing options to pay for Yoga

Urban Sports Club  Yoga

I want Urban Sports Club to be paid for by Yoga pricing options

Urban Sports Club  Yoga

I want Urban Sports Club and Yoga pricing options to pay for each other

Go Back

Step 3: Activation Link

Connection between the Urban Sports Club Platform and your MindBody account needs to be activated.

Read more about it [here](#).

1. Make sure to be logged in to the 'owners account'.
2. Click on the activation link from the email.
3. The green checkmark should appear (activation successful)

Integrating with MINDBODY's API

What is this API thing?

Want to access your MINDBODY data (e.g., schedule information, client data) with an iPhone App, a Wordpress Site, or even a biometric door lock? If so, the API (application programming interface) lets you do just that. It's a way for custom software or hardware to access your MINDBODY database.

Allowing your personal developer to access your API

Want someone other than our approved Technology Partners to access your data via the API? Simply copy and paste the links below and send them off to your developer!

Get API credentials:

<http://support.mindbodyonline.com/entries/21301433-how-to-issue-api-credentials/>

View our API documentation:

<https://developers.mindbodyonline.com>

Have an Activation Code?

This is where you insert the activation code that you received from one of our approved Technology Partners. Once you enter the code, the third party that gave it to you will be able to access the data in your MINDBODY Site.


 Requis Activation successful

Who has access to your API?

Step 4: Send confirmation to USC

Now that the API is connected on MindBody, the integration can be activated on Urban Sports club.

Send a confirmation email to Urban Sports Club confirming activation.

Read more about the integration [here](#).