

Ride Tribe Schools Application – How to Manual

Please login to the RTS Application website here:

<http://online.whistlerblackcomb.com/RTSClient/Login.aspx>

Login: first initial followed by last name all lower case. For example for myself Stephen Butt, would be “**sbutt**”

Password: This will be the first name from your school all lower case. So for Blackcomb Secondary my password would be: “**blackcomb**”

* if the first name of your school is an initial or abbreviation please spell it out. For example St. → “**saint**”

* if you have difficulty logging in, please contact wbschools@whistlerblackcomb.com for assistance.

Once you login, you should see a page detailing your upcoming bookings. It will list the maximum students you are able to have on your trip. **If your numbers have changed drastically from what we have on file, please contact us so we can edit.** To start entering names, simply find the date of your booking, in this case December 1st, double click the desired date, and begin entering information.

Ride Tribe Schools

Kristen Gillett
11/25/2013

Logout

Presented By

MILK 2 GO

Upcoming Events for DS - Qualicum and Mission Secondary		
Event Date	Student Count	Max # of Students
Thursday, December 12, 2013 12:00 AM	0	90
Friday, December 13, 2013 12:00 AM	0	90

From here you will be directed to the section where you will be able to enter all the students and adults, along with their information. **Please add your adults in before adding any student information.** While adults do not count towards your maximum number, once you reach your maximum with students, you will not have the ability to add adults.

First you will be asked to confirm whether you want students in the terrain park, if wrist guards should be mandatory (free of cost) and your arrival time. You **must** enter this information before proceeding. Once done, click **Update**.

← → http://wbapps/rtscient/Default.aspx wbapps

File Edit View Favorites Tools Help

Home - Home Suggested Sites Web Slice Gallery

Ride Tribe Schools

Stephen Butt
11/23/2012
[Logout](#)

Event Details for Blackcomb Secondary on Saturday, December 01, 2012

I understand the information entered in this application is very important and it is used to adjust the re
student.

Are students permitted entry into the Terrain Park ? :

Are snowboard students required to wear wristguards ? :


Your Arrival Time : (AM)

(*** Please enter all information in this section.)

Agreed Number of Students = 2 / Current Number of Students = 0

(* double click line to edit)

No records

Presented By 

Once you do this a new icon will appear titled **“Add New Guest to event [+]”**.
Click on this to begin adding information. Again, be sure to **add your adults first!!**

http://wbapps/rtscient/Default.aspx

File Edit View Favorites Tools Help

Home - Home Suggested Sites Web Slice Gallery

Ride Tribe Schools

Stephen Butt
11/23/2012
[Logout](#)

Event Details for Blackcomb Secondary on Saturday, December 01, 2012

I understand the information entered in this application is very important and it is used to adjust the rental for the student.

Are students permitted entry into the Terrain Park ? :

Are snowboard students required to wear wristguards ? :


Your Arrival Time : (AM)

[Add new guest to event \[+\]](#)

Agreed Number of Students = 2 / Current Number of Students = 0

(* double click line to edit)

No records

Presented By 

From here you will be asked to enter the following information for each student and adult attending. **Name**, **Gender**, **Age**, **Guest Type** (Student or Adult), and **Activity Type** (Ski or Snowboard). From here you will be asked if you want a **Lift ticket**, **Lunch Voucher** and **Rental**. Finally it will ask for the **Session Type**

(students only), **Skier/Rider Type** (renters only), **height**, **weight** and **shoe size** of those renting.

The screenshot shows a web browser window with the URL `http://wbapps/rtscclient/Default.aspx`. The page title is "Ride Tribe Schools". On the left sidebar, it says "Stephen Butt 11/23/2012" and has a "Logout" button. The main content area is titled "Event Details for Blackcomb Seconday on Saturday, December 01, 2012". Below this, there is a confirmation statement: "I understand the information entered in this application is very important and it is used to adjust the m student." with a "Yes" dropdown. Further down, there are three more dropdowns: "Are students permitted entry into the Terrain Park ? : No", "Are snowboard students required to wear wristguards ? : Yes", and "Your Arrival Time" set to "8 : 30 (AM)". A button "Add new guest to event [+]" is visible. Below this, a form titled "(Note: All fields are required)" contains the following fields: "Name" (Stephen Butt Jr), "Gender" (M), "Guest Type" (Student), "Activity Type" (Ski), "Lift" (Yes), "Lunch Voucher" (Yes), "Rental" (Yes), "Session Type" (Advanced_Expert), "Skier/Rider Type" (Type_3), "Height" (5 ft 9 in), and "Weight (lb)" (145). A red oval highlights the form fields and the "Save" button. At the bottom, there is a status bar showing "Agreed Number of Students = 2 / Current Number of Students = 1" and a blue bar with the text "No records".

Ride Tribe Schools

Stephen Butt
11/23/2012
[Logout](#)

Event Details for Blackcomb Seconday on Saturday, December 01, 2012

I understand the information entered in this application is very important and it is used to adjust the m student.

Are students permitted entry into the Terrain Park ? :

Are snowboard students required to wear wristguards ? :

Your Arrival Time : (AM)

[Add new guest to event \[+\]](#)

(Note: All fields are required)

Name Gender

Guest Type Activity Type

Lift Lunch Voucher

Rental * Reminder that information entered is very important and used to adjust the rental equipment for each student

Session Type Skier/Rider Type

Height (ft) (in) Weight (lb)

Agreed Number of Students = 2 / Current Number of Students = 1

(* double click line to edit)

No records

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When finished with data for a student, click **Save** and it will add that guest to the list below.

http://wbapps/rtsclient/Default.aspx

File Edit View Favorites Tools Help

Home - Home Suggested Sites Web Slice Gallery

Ride Tribe Schools

Stephen Butt
11/23/2012

Logout

Event Details for Blackcomb Secondary on Saturday, December 01, 2012

I understand the information entered in this application is very important and it is used to adjust the student.

Yes

Are students permitted entry into the Terrain Park ? : No

Are snowboard students required to wear wristguards ? : Yes

Your Arrival Time 8 : 30 (AM)

Maximum number of students reached

(Note: All fields are required)

Name

Gender

Guest Type

Activity Type

Lift

Lunch Voucher

Rental

Session Type

Skier/Rider Type

Height (ft) (in)

Weight (lb)

Save Close

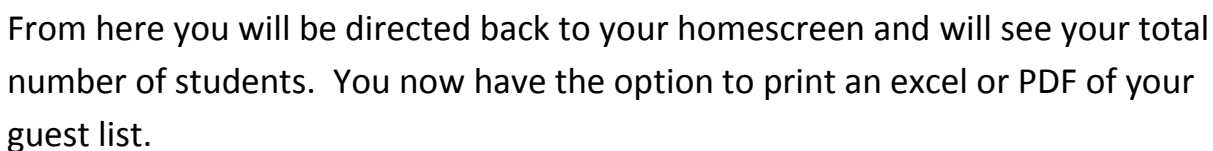
Agreed Number of Students = 2 / Current Number of Students

(* double click line to edit)


Name	Guest Type	Activity Type	Gender	Age	Height	Weight	Shoe Size	Lift	Rental	Skier
Stephen Butt Jr	Student	Ski	M	16	5' 9"	145	9.0 Adult	Yes	Yes	3

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Here you can continue to enter other students' information until all the students have been entered into the application. At that point simply click **"Back to the Event List"**.



Browser window showing the Ride Tribe Schools website. The URL is <http://wbapps/rtscclient/Default.aspx>. The page displays the "Upcoming Events for Blackcomb Secondary" table.

Event Date	Student Count	Max # of Students	View/Edit List
Saturday, December 01, 2012 8:30 AM	2	2	

Left sidebar contains the text "Ride Tribe Schools", "Stephen Butt 11/23/2012", a "Logout" button, and a "Presented By MILK 2GO" logo.

It is very important to note the deadlines on this system. Exactly 2 weeks out from your booking date (in my case Saturday Nov 17 at 8:30am) the program will take a snapshot of your numbers and these will be the ones which are used to determine your \$2 per student incentive payout. Should the number of students

you actually bring be within 5% of the numbers submitted here, you will receive your commission. **Please remember that students with incomplete information will not count. The number accepted will be the number showing on the screen above under Student Count exactly two weeks out from your booking date.**

There will be no exceptions to this.

****Also of note: once we reach 72hrs before your arrival, your booking will become final and you will be locked out from making any changes.**

Subsequent Bookings

For schools with multiple bookings, the system has the option to import the data from your previous trip. **Please note that this must be done the first time logging in. If you begin to enter info for a new date, you will no longer have the option to import.** The import function **only** works by moving data one date forward (not backwards, or two dates ahead etc.).

Ride Tribe Schools

Steve Donohoe
12/6/2012

Logout

Event Details for Oakville High School on Saturday, June 22, 2013

I understand the information entered in this application is very important and it is used for the student.

Yes ▾

Are students permitted entry into the Terrain Park ? :

No ▾

Are snowboard students required to wear wristguards ? :

Yes ▾

Your Arrival Time

8 ▾ : 30 ▾

Would you like to import the students from your previous booking (2 students, on 06/22/2013)

Add new guest to event [+]

Agreed Number of Students = 2 / Current Number of Students = 2

(* double click line to edit)

No records

Presented By



Do you want Internet Explorer to remember the password for whistlerblackcomb.com? [Why am I seeing this?](#)

Simply click yes to import the previous date's data. Once this is done you can then edit and delete students not attending the new trip date.