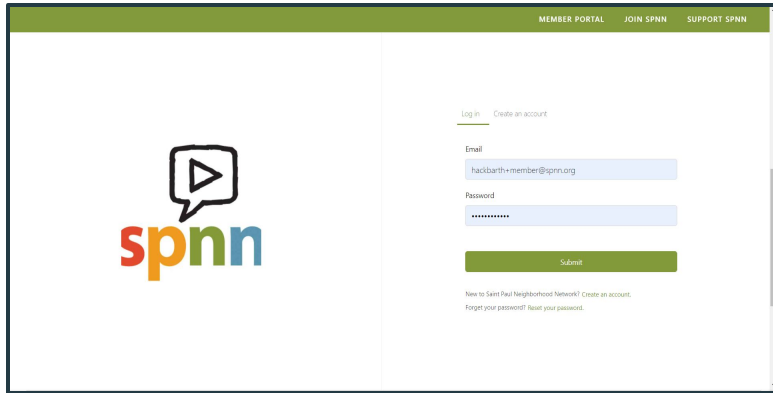


# Reserving equipment


from the member portal



# Sign in to Member Portal on SPNN website



MEMBER PORTAL JOIN SPNN SUPPORT SPNN

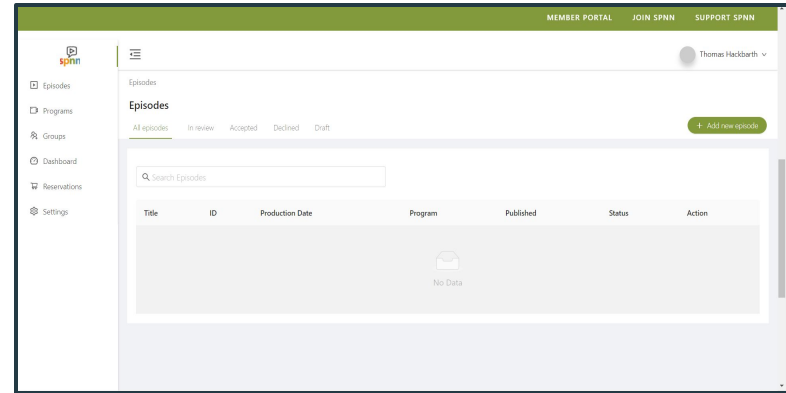


[Log in](#) [Create an account](#)


Email

Password

New to Sakri Paul Neighborhood Network? [Create an account.](#)  
Forgot your password? [Reset your password.](#)




MEMBER PORTAL JOIN SPNN SUPPORT SPNN

 Thomas Hackbarth

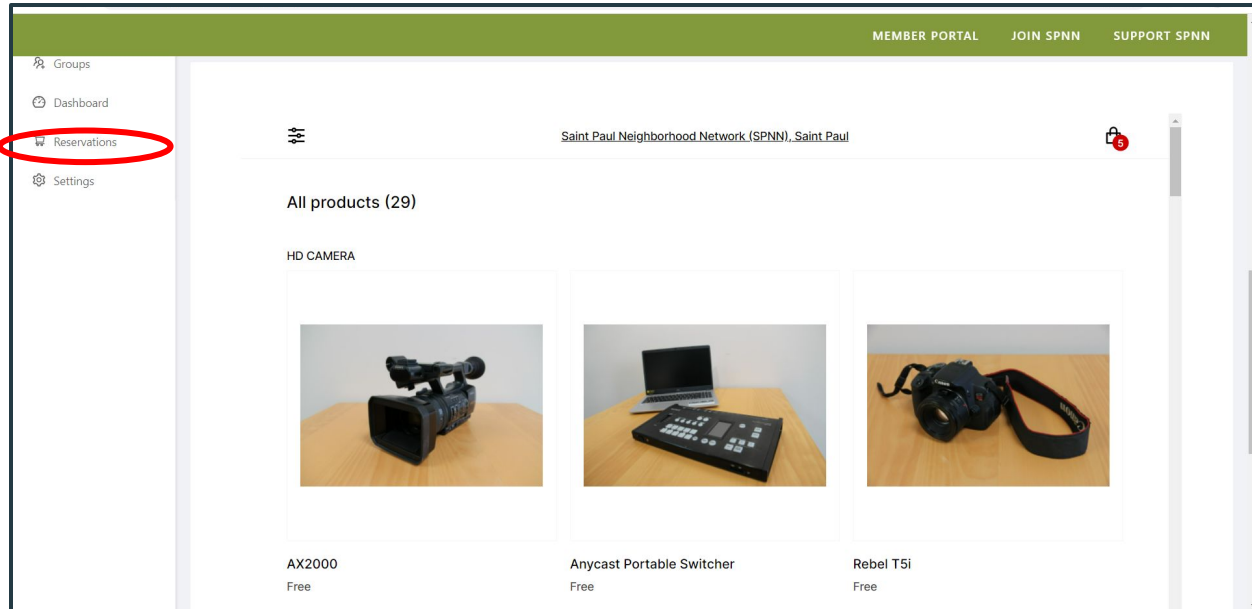
- Episodes
- Programs
- Groups
- Dashboard
- Reservations
- Settings

Episodes

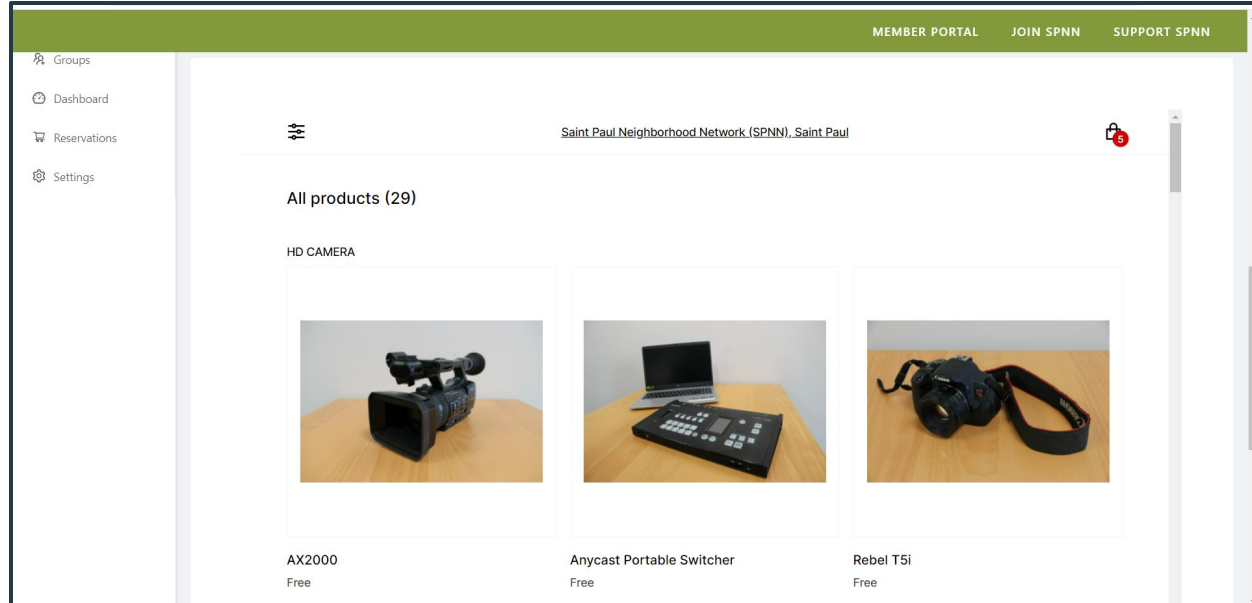
[All episodes](#) [In review](#) [Accepted](#) [Declined](#) [Draft](#) [+ Add new episode](#)

Title	ID	Production Date	Program	Published	Status	Action
 No Data						

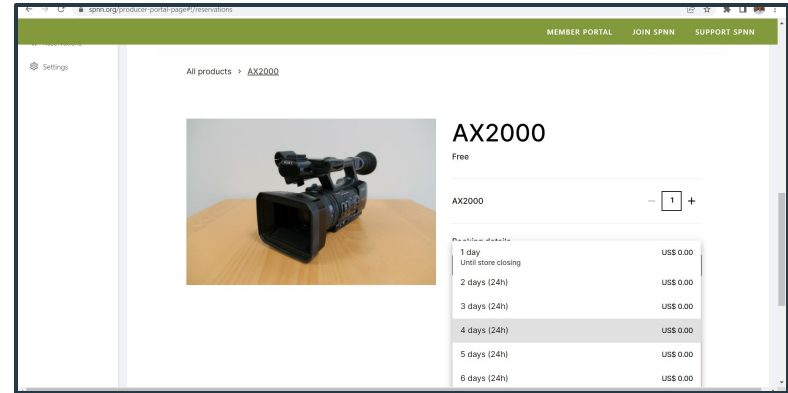
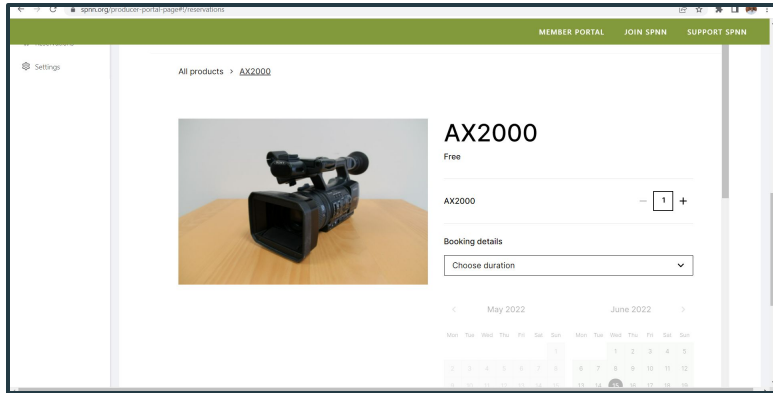
# Select “Reservations” on the left



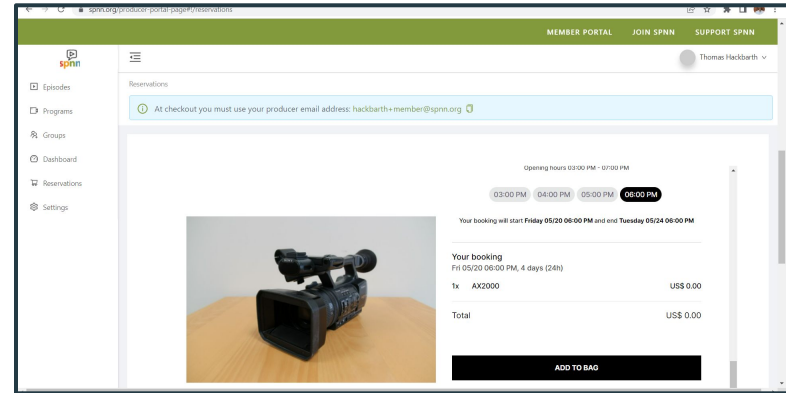
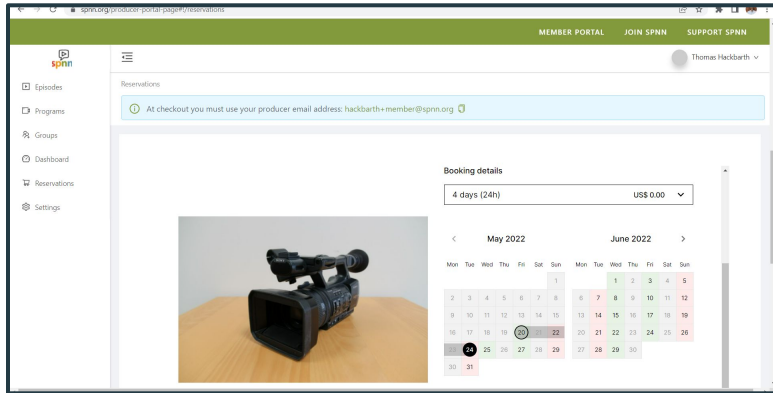
Scroll through all equipment or choose category from left hand menu



# Select desired equipment, choose duration



# Select pick-up date, drop-off date, and time.



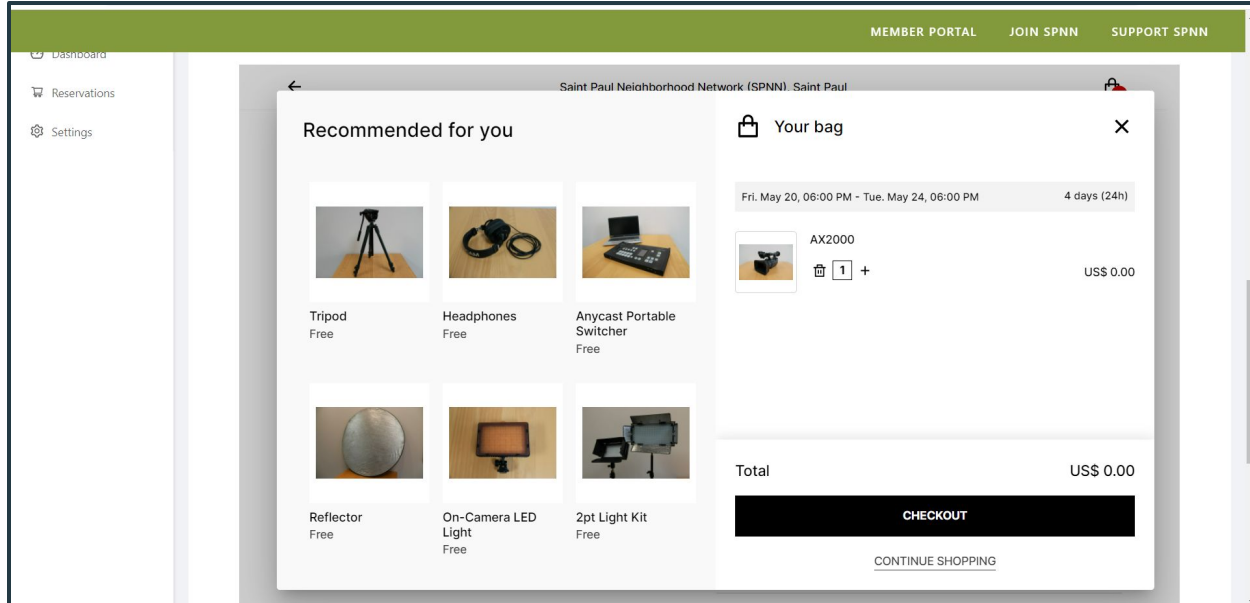
# Select “add to bag”

The screenshot displays the SPNN Member Portal interface. At the top, there are navigation links for 'MEMBER PORTAL', 'JOIN SPNN', and 'SUPPORT SPNN'. The user's name, 'Thomas Hackbarth', is visible in the top right corner. A left-hand navigation menu includes 'Episodes', 'Programs', 'Groups', 'Dashboard', 'Reservations', and 'Settings'. The main content area is titled 'Reservations' and features a light blue notification bar stating: 'At checkout you must use your producer email address: hackbarth+member@spnn.org'. Below this, the opening hours are listed as '03:00 PM - 07:00 PM', with a time selector showing '06:00 PM' as the selected option. The booking details indicate the start on 'Friday 05/20 06:00 PM' and the end on 'Tuesday 05/24 06:00 PM'. A product image of a professional video camera is shown on the left. To the right of the image, the booking summary is as follows:

<b>Your booking</b>	
Fri 05/20 06:00 PM, 4 days (24h)	
1x AX2000	US\$ 0.00
<hr/>	
<b>Total</b>	<b>US\$ 0.00</b>

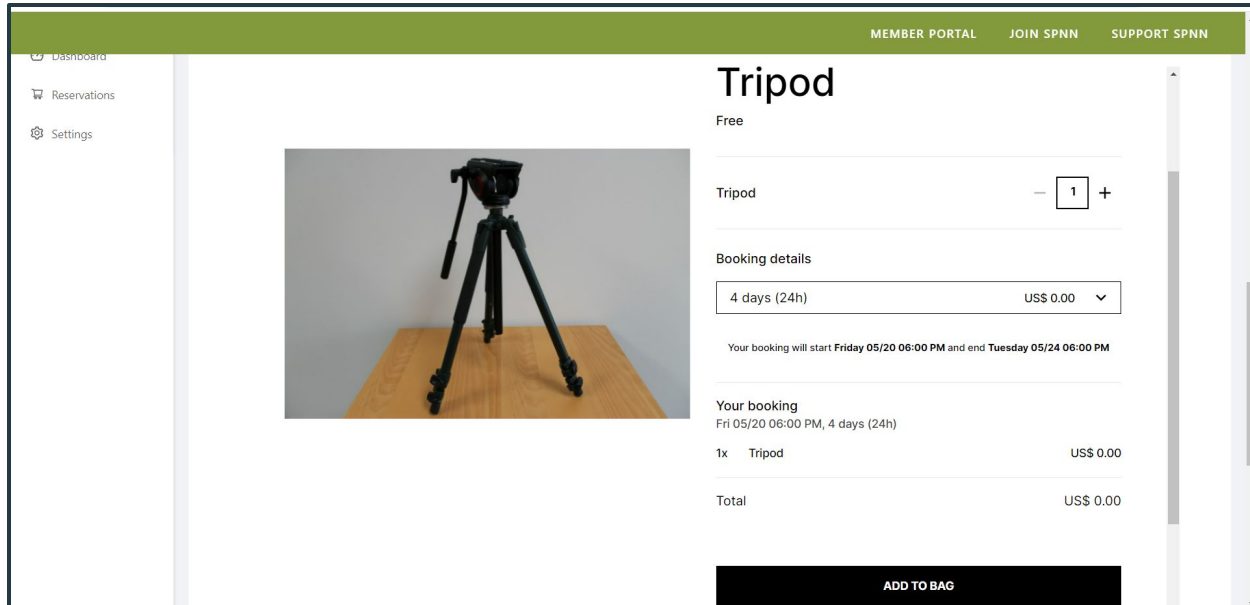
At the bottom of the reservation card, there is a prominent black button labeled 'ADD TO BAG'.

Your bag will pop up for your review along with recommended equipment





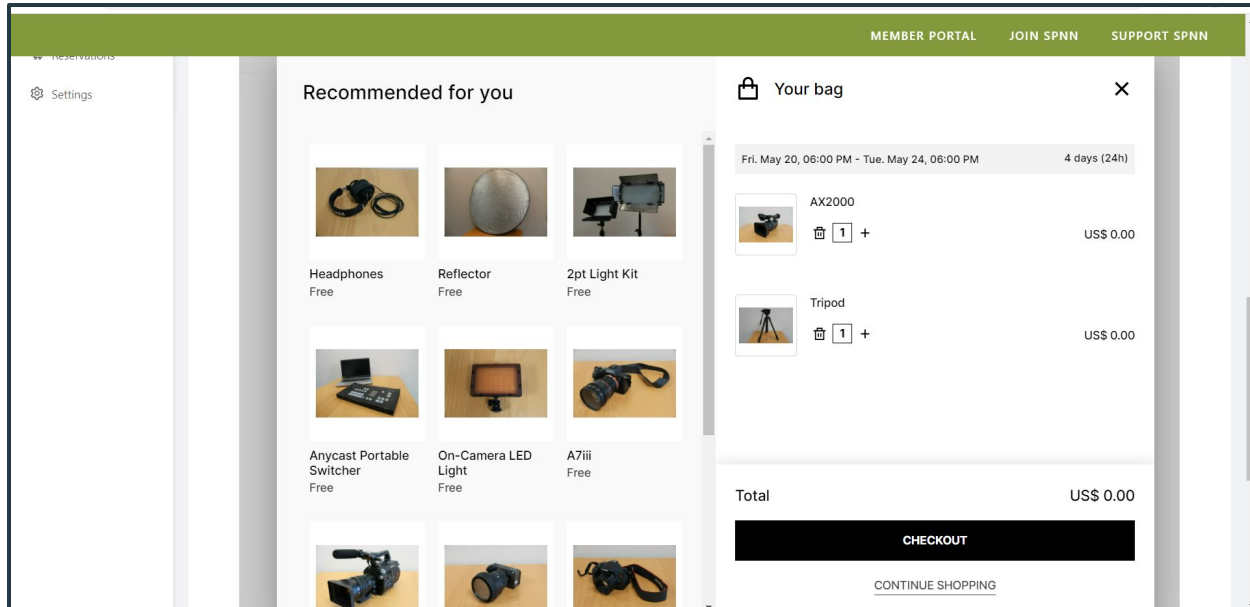
If you select any recommended equipment, it will remember your reservation time frame



The screenshot shows a web interface for a tripod reservation. The top navigation bar is green and contains the links "MEMBER PORTAL", "JOIN SPNN", and "SUPPORT SPNN". On the left, a sidebar menu includes "Dashboard", "Reservations", and "Settings". The main content area features a large image of a black tripod on a wooden surface. To the right of the image, the product name "Tripod" is displayed in a large font, with "Free" underneath. Below the name is a quantity selector showing "1" with minus and plus buttons. The "Booking details" section includes a dropdown menu set to "4 days (24h)" and a price of "US\$ 0.00". A note states: "Your booking will start Friday 05/20 06:00 PM and end Tuesday 05/24 06:00 PM". The "Your booking" section shows "Fri 05/20 06:00 PM, 4 days (24h)". A summary table at the bottom lists "1x Tripod" for "US\$ 0.00" and a "Total" of "US\$ 0.00". A black "ADD TO BAG" button is located at the bottom right.

Item	Quantity	Price
Tripod	1	US\$ 0.00
<b>Total</b>		<b>US\$ 0.00</b>

Once you have made all your selections, click “checkout”



On the checkout page, fill in your contact information and answer the questions

The screenshot displays a checkout page for the Saint Paul Neighborhood Network (SPNN). The page is divided into three main sections: a left sidebar with navigation links, a central contact details form, and a right-hand shopping bag summary.

**Navigation:** The top right corner features links for "MEMBER PORTAL", "JOIN SPNN", and "SUPPORT SPNN". The left sidebar includes "Dashboard", "Reservations", and "Settings".

**Contact Details Form:** The form is titled "CONTACT DETAILS" and includes the following fields:

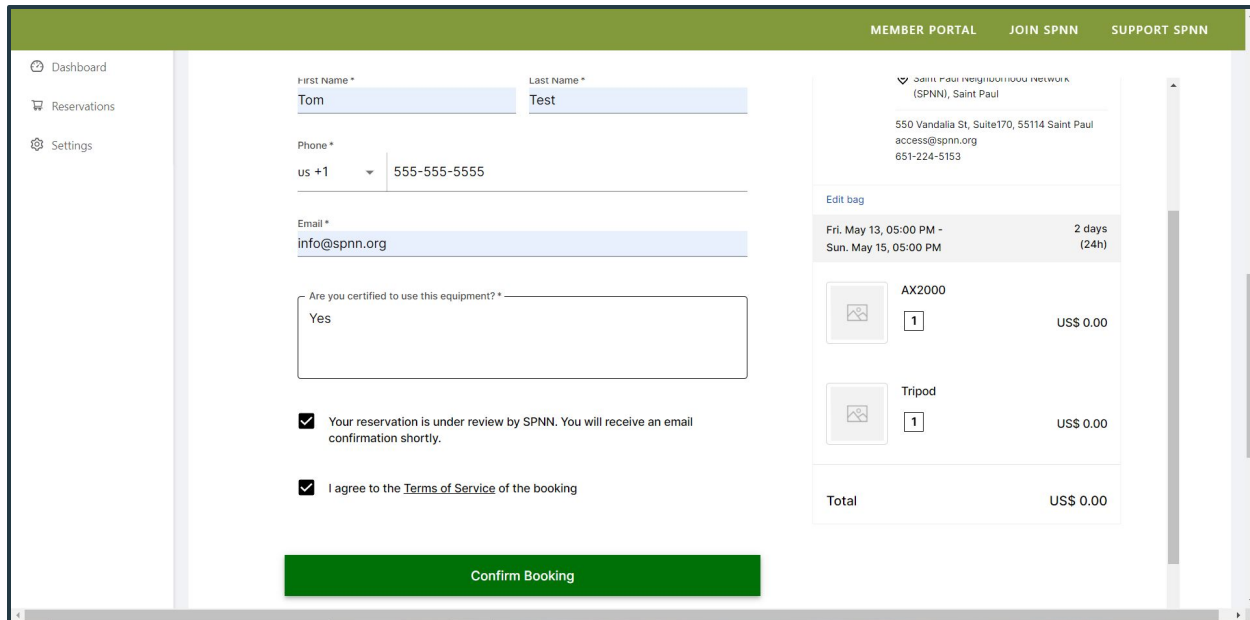
- First Name \*:** Tom
- Last Name \*:** Test
- Phone \*:** us +1 (country code dropdown) and 555-555-5555 (number input)
- Email \*:** info@spnn.org
- Are you certified to use this equipment? \*:** A text area containing the word "Yes".
- Checkboxes:**
  - Your reservation is under review by SPNN. You will receive an email confirmation shortly.
  - I agree to the [Terms of Service](#) of the booking

**Shopping Bag Summary:** The right-hand section shows the organization's logo and name, "Saint Paul Neighborhood Network (SPNN)", along with its address: "550 Vandalia St, Suite170, 55114 Saint Paul, MN". Below this, the "Edit bag" link is visible. The items in the bag are:

- AX2000:** 1 unit, priced at US\$ 0.00.
- Tripod:** 1 unit, priced at US\$ 0.00.
- Total:** US\$ 0.00.

The dates for the reservation are "Fri. May 13, 05:00 PM - Sun. May 15, 05:00 PM", with a duration of "2 days (24h)".

# Click “confirm booking” to enter your reservation request



The screenshot shows a web interface for a member portal. On the left is a navigation menu with 'Dashboard', 'Reservations', and 'Settings'. The main content area is divided into two columns. The left column contains a registration form with fields for 'First Name' (Tom), 'Last Name' (Test), 'Phone' (us +1 555-555-5555), and 'Email' (info@spnn.org). Below the form are two checked checkboxes: 'Your reservation is under review by SPNN. You will receive an email confirmation shortly.' and 'I agree to the Terms of Service of the booking'. A large green 'Confirm Booking' button is at the bottom. The right column displays the member's profile: 'Saint Paul Neighborhood Network (SPNN), Saint Paul', address '550 Vandalia St, Suite170, 55114 Saint Paul', and contact info 'access@spnn.org' and '651-224-5153'. Below this is a section for the booking: 'Edit bag', 'Fri. May 13, 05:00 PM - Sun. May 15, 05:00 PM' (2 days, 24h), and a list of items: 'AX2000' (1 unit, US\$ 0.00) and 'Tripod' (1 unit, US\$ 0.00). A 'Total' row shows 'US\$ 0.00'.

MEMBER PORTAL JOIN SPNN SUPPORT SPNN

Dashboard  
Reservations  
Settings

First Name \* Tom  
Last Name \* Test

Phone \*  
us +1 555-555-5555

Email \*  
info@spnn.org

Are you certified to use this equipment? \*  
Yes

Your reservation is under review by SPNN. You will receive an email confirmation shortly.



I agree to the [Terms of Service](#) of the booking

Confirm Booking

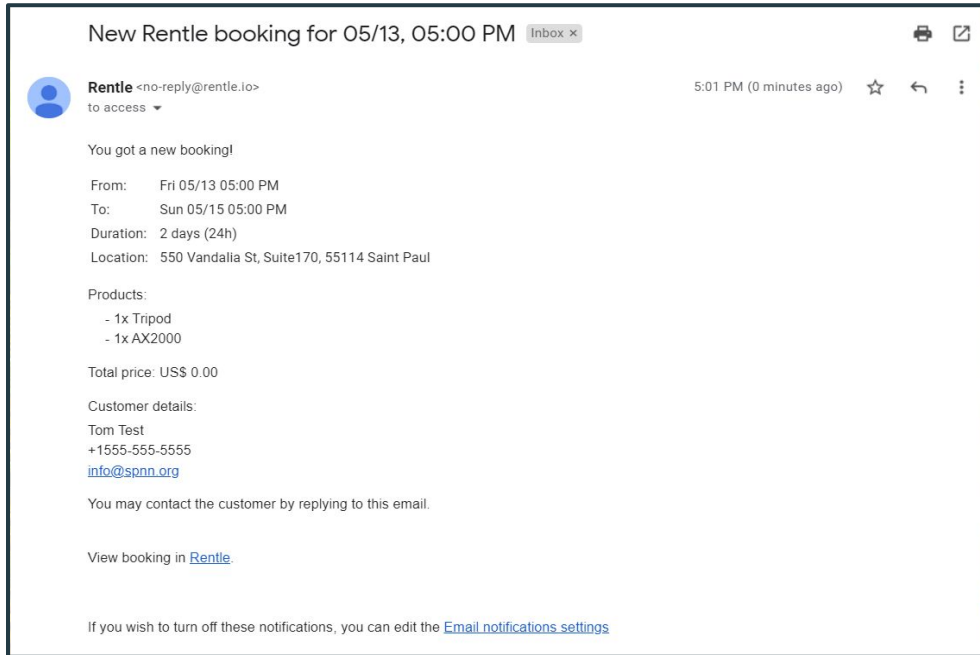
Saint Paul Neighborhood Network (SPNN), Saint Paul  
550 Vandalia St, Suite170, 55114 Saint Paul  
access@spnn.org  
651-224-5153

Edit bag

Fri. May 13, 05:00 PM - Sun. May 15, 05:00 PM 2 days (24h)

	AX2000	1	US\$ 0.00
	Tripod	1	US\$ 0.00
Total			US\$ 0.00

# You will receive an email receipt



For help with your reservations,  
please contact:

[access@spnn.org](mailto:access@spnn.org)  
651.224.5153

# Access Center Hours:

**Monday:** Closed

**Tuesday:** 3-7pm

**Wednesday:** 3-7pm

**Thursday:** Closed

**Friday:** 3-7pm

**Saturday:** Closed

**Sunday:** 1-5pm