All participants will be required to create an account on **IMLeagues.com**. If you are a current student, faculty or staff member, IMLeagues will redirect you and utilize your MyU credentials. All other patrons, please contact our Main Office for assistance (phone: 218-726-7128 or email rsop@d.umn.edu). Please note that IMLeagues also offers a completely free mobile app called "IMLeagues" available for FREE in both app stores.

To create an **IMLeagues** account: ****Note**** IMLeagues offers a **live support button** in the bottom right corner of all pages, please use this button if you encounter any difficulties.

1. Go to z.umn.edu/umdimleagues
   OR
   Go to www.imleagues.com and click **Sign Up**

2. Enter your information, **and use your School email if applicable (@d.umn.edu**) and submit.

3. You will be sent an activation email, **click the link in the email to login and activate your IMLeagues account.**

4. You should be automatically joined to your school – If not you can search schools by clicking the "Schools" link

How to sign up for a facility reservation (web browser)

1. Log in to your **IMLeagues.com** account.

2. **Click onto the Reservation page in the top banner section** (located right below the name of the school)

3. **You can easily access your Reservation home page by going to:**
   z.umn.edu/rsopreservations

4. The current reservations will be displayed on the calendar, use the filters to find the reservation you wish to join.

5. Click onto the individual session you want to sign up for, and then click the green "sign up" button on that page.

6. You will receive an email confirmation with instructions for your reservation upon completion. As a reminder, you are responsible for canceling your reservation if you cannot attend your scheduled session.

How to sign up for a facility reservation (mobile app)

1. Click to open the IMLeagues app on your phone or tablet ( )

2. On the top left of your screen, select the menu icon ( )

3. Under 'My Networks', you should be able to see 'University of Minnesota Duluth'; select 'Reservation'

4. Select 'Reservation' under the UMD logo

5. To create a facility reservation, select 'Schedule' at the top of the screen. Select the drop down for 'All Facility' to select either 'Weight Room' or 'Rec Gym'. Use the drop down arrow to see which days and times are available.

6. Once you have selected your day and time, select the 'Join Session' button at the bottom of the page.

7. You will receive an email confirmation with instructions for your reservation upon completion. As a reminder, you are responsible for canceling your reservation if you cannot attend your scheduled session.