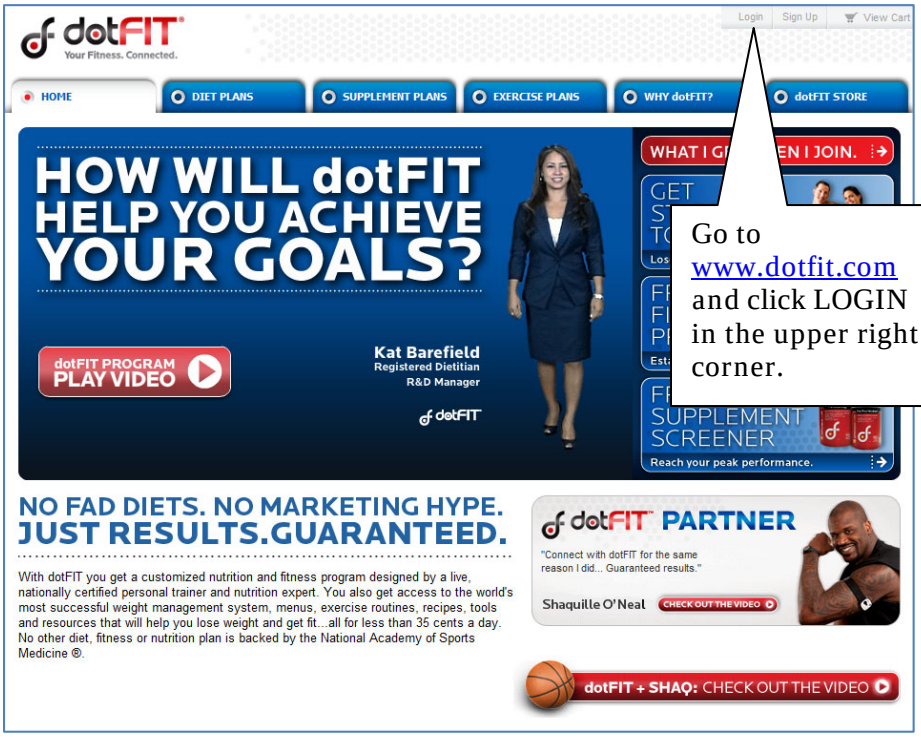
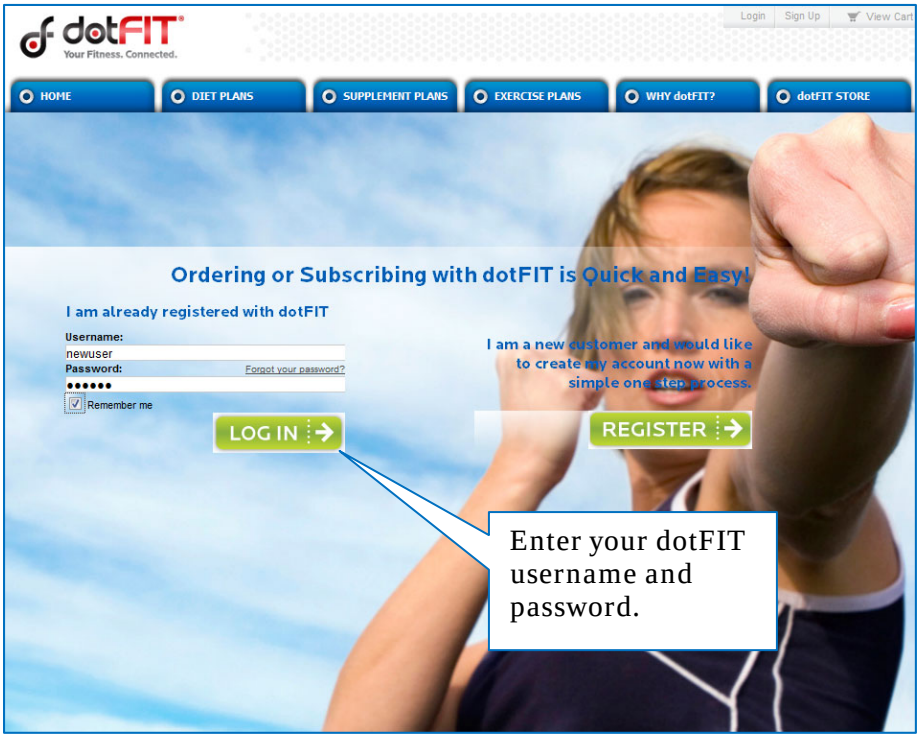
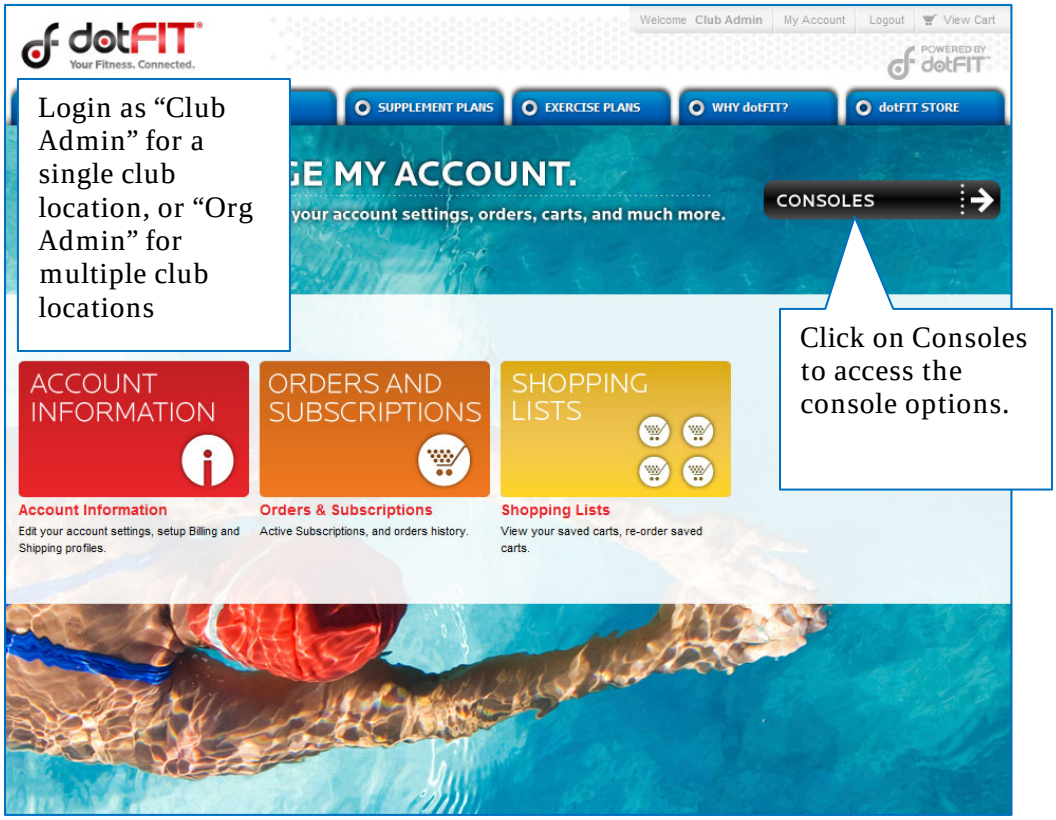
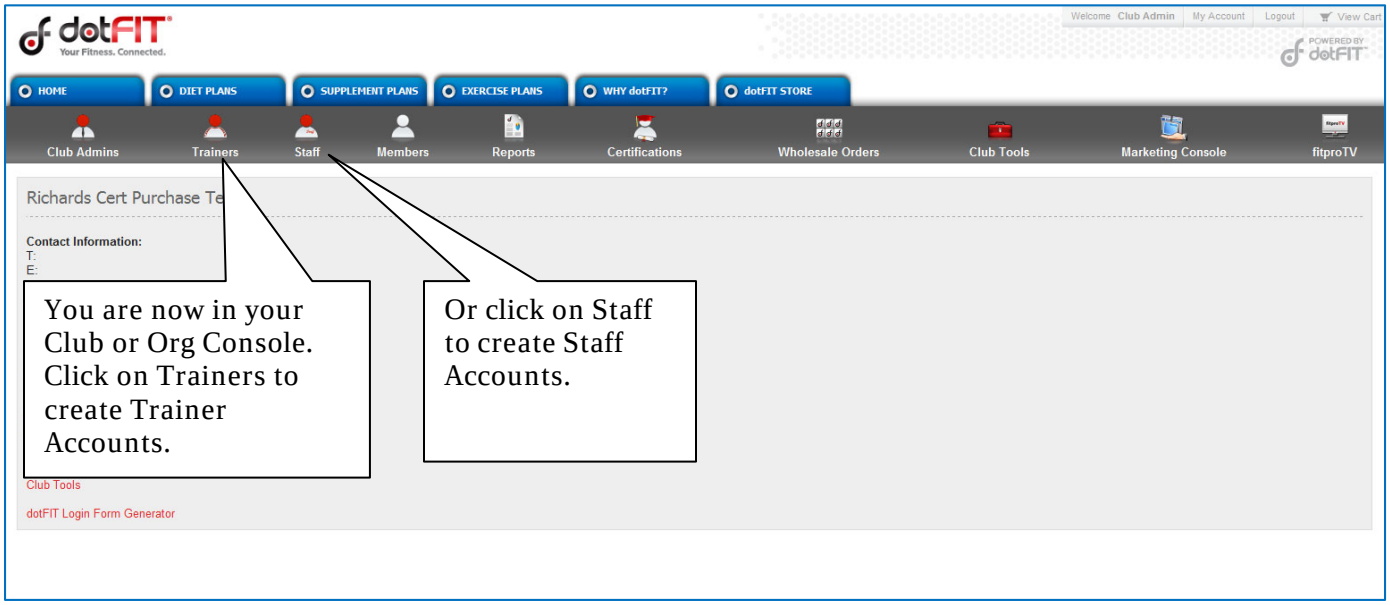
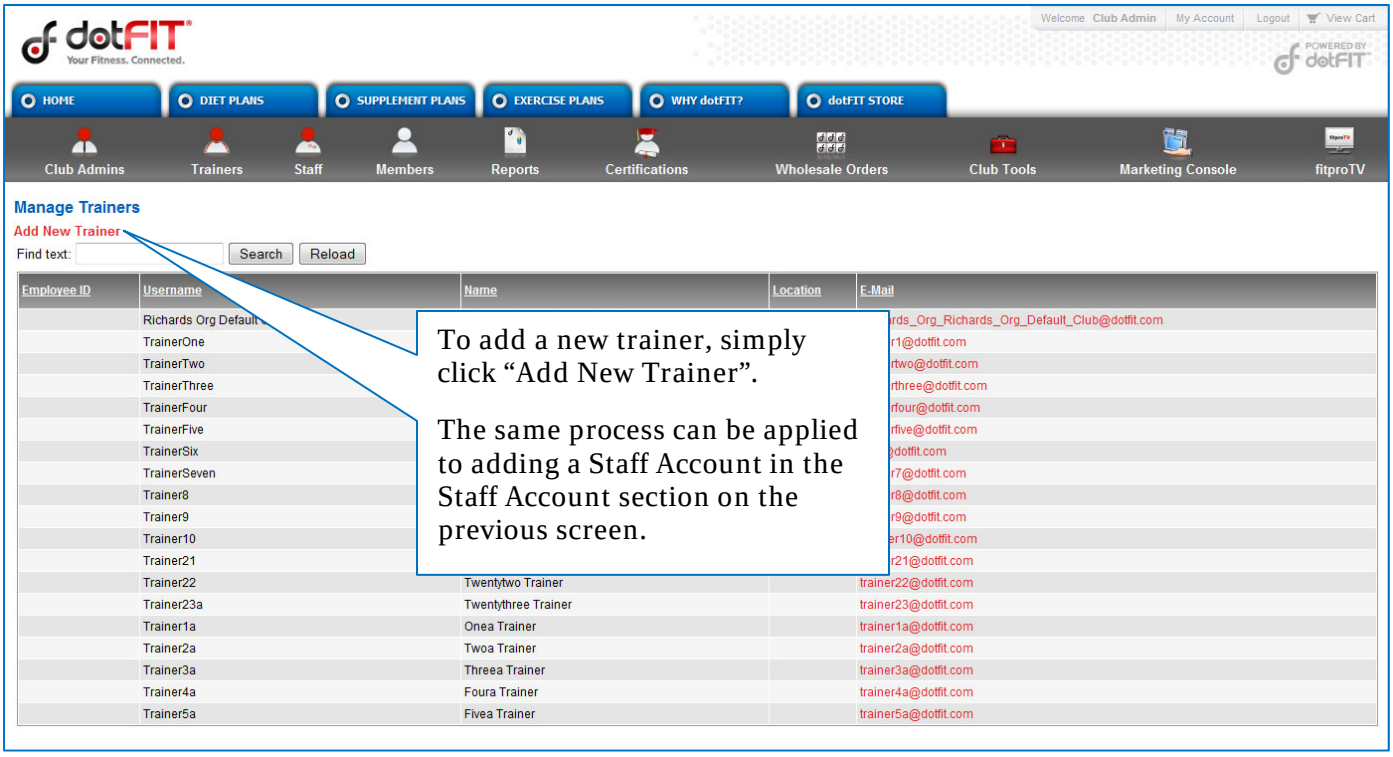
Use these step-by-step instructions to create Staff and Trainer Accounts for your team.

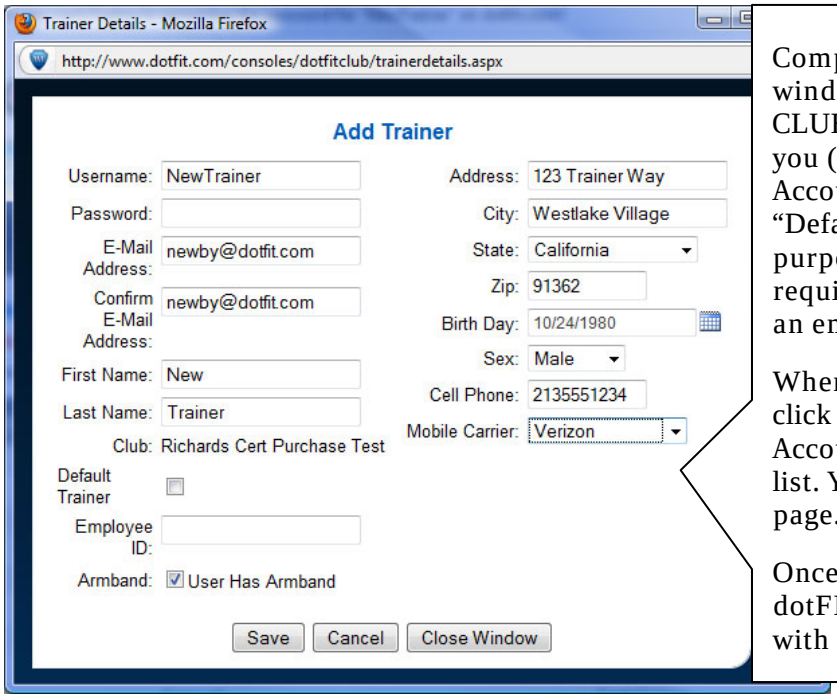





Login as "Club Admin" for a single club location, or "Org Admin" for multiple club locations
Click on Consoles to access the console options.
CONSOLES
ACCOUNT INFORMATION
ORDERS AND SUBSCRIPTIONS
SHOPPING LISTS
Account Information
Edit your account settings, setup Billing and Shipping profiles.
Orders & Subscriptions
Active Subscriptions, and orders history.
Shopping Lists
View your saved carts, re-order saved carts.


You are now in your Club or Org Console. Click on Trainers to create Trainer Accounts.
Or click on Staff to create Staff Accounts.
Club Admins
Trainers
Staff
Members
Reports
Certifications
Wholesale Orders
Club Tools
Marketing Console
fitproTV
Club Tools
dotFIT Login Form Generator





Complete the fields in this pop-up window to add a new account. The CLUB field will be completed for you (each Trainer and Staff Account will be linked to your “Default Trainer” for reporting purposes). Not all fields are required, but you need to include an email address for your trainer.

When finished, click Save. Then click Close and your new Trainer Account will appear in your trainer list. You may need to refresh your page.

Once the account has been added, dotFIT will send them an email with their username and password.