crossfit.spooorts.studio Documentation

Contents

Overview – crossfit.spooorts.studio

crossfit.spooorts.studio is a no-code platform that lets CrossFit boxes create their own website and app in minutes, including member management, a wod calendar, an online shop, and a full box administration suite.

What is crossfit.spooorts.studio?

crossfit.spooorts.studio is a turnkey digital platform for CrossFit boxes of any size. Studio operators can launch a fully branded website and a native iOS/Android app without any programming skills. All tools — from member registration and wod calendar to online payments and a CrossFit shop — are managed in a single dashboard.

The platform is hosted in German data centres.

Key Features at a Glance

- **Studio Website** – branded, mobile-optimised website on your own sub-domain (e.g. `https://mybox.spooorts.de`)
- **Studio App** – progressive web app and native iOS/Android app published under your studio brand
- **WOD Calendar** – schedule management, group registration, and QR-code check-in
- **Online Shop** – sell merchandise, equipment, and studio articles directly to athletes
- **Administration** – member database, dues collection, invoicing, and communication tools, all free of charge

Who Is crossfit.spooorts.studio For?

The platform is designed for CrossFit boxes and functional fitness studios that want a modern digital presence with WOD scheduling and athlete management. Typical users include box owners, head coaches, and community managers.

Getting Started

1. Visit crossfit.spooorts.studio and click **Create CrossFit box for free**.
2. Enter your studio name and choose a sub-domain.
3. Upload your studio logo and set your brand colours.
4. Add your first event to the wod calendar.
5. Invite athletes via link or QR code.

Tip: No credit card is required to start. The Basic plan is permanently free.

Plans Overview

crossfit.spooorts.studio offers three plans. For current pricing details visit the **Preise** (Pricing) page on the website.

Plan	Monthly Fee	Highlights
Basic	Free	Website, app, wod calendar, box administration software, 6 % payment fee
Premium	€ 39 / month	All Basic features, sponsor logos instead of ads, own sub-domain, 3 % payment fee
Ultimate	€ 399 / month	All Premium features, native iOS and Android app in the app stores

Website

Every CrossFit box on crossfit.spooorts.studio receives a fully branded, mobile-optimised website hosted on German infrastructure — no coding required.

Overview

The studio website is the public-facing home of your CrossFit box on the internet. It is generated automatically from your studio profile and stays in sync with your wod calendar, news posts, and shop.

Custom URL

Every studio gets a unique sub-domain in the format `https://<studioname>.spooorts.de`, hosted in one of spooorts' German data centres. Premium and Ultimate subscribers can map a custom domain.

Custom Branding

Upload your studio logo and sponsor logos, choose your brand colours, and create a distinctive look. No design or development experience is needed.

- Studio logo upload (SVG, PNG, JPG)
- Sponsor logo banner
- Brand colour palette
- Background images and hero images

Progressive Web App (PWA)

The website is built as a **Progressive Web App**. On smartphones and tablets it behaves like a native mobile app — including an app icon on the home screen and fast load times.

Built-in Content Sections

- **News feed** – publish studio news and announcements
- **WOD Calendar** – automatically pulled from the calendar module
- **Member registration** – new athletes can join and pay dues online
- **Shop** – merchandise and studio articles section
- **Contact & imprint** – legally compliant contact information

Hosting & Performance

All websites are hosted on spooorts' servers in German data centres, ensuring GDPR compliance and high availability. SSL/TLS encryption is included.

App

crossfit.spooorts.studio provides every CrossFit box with a ready-to-use mobile app for iOS and Android — in your own studio branding and without a single line of code.

Overview

The studio app extends your website into a dedicated mobile experience. Athletes can manage their wod calendar, receive push notifications, browse the shop, and check in to classes.

Supported Platforms

- **Apple App Store (iOS)** — available for iPhone and iPad. With the Ultimate plan the app is published under your studio developer account.
- **Google Play Store (Android)** — available for all Android devices.
- **Progressive Web App (all devices)** — on all plans the website functions as a PWA, installable from the browser.

App Features

- **WOD Calendar** – view upcoming classes and sign up directly
- **Push notifications** – inform athletes about news and schedule changes
- **QR-code check-in** – athletes scan a code at the venue to log attendance
- **Member profile** – personal details, membership status, and payment history
- **News feed** – studio announcements and posts
- **Shop** – order merchandise and studio articles in-app
- **Online payment** – pay fees and shop orders directly in the app

App Availability by Plan

Plan	**PWA**	**App Store (iOS)**	**Play Store (Android)**
Basic	✓	–	–
Premium	✓	–	–
Ultimate	✓	✓	✓

News

The news feature lets you publish updates for athletes and box members directly on your website and in the app.

Overview

The news feature in the box management allows you to keep athletes and box members informed about updates regarding your CrossFit box. Published news items appear on both your website and in the app, and can include a photo, a title and a detailed text.

Typical use cases include new WODs, competition announcements, coach introductions or box events.

Creating and Managing News

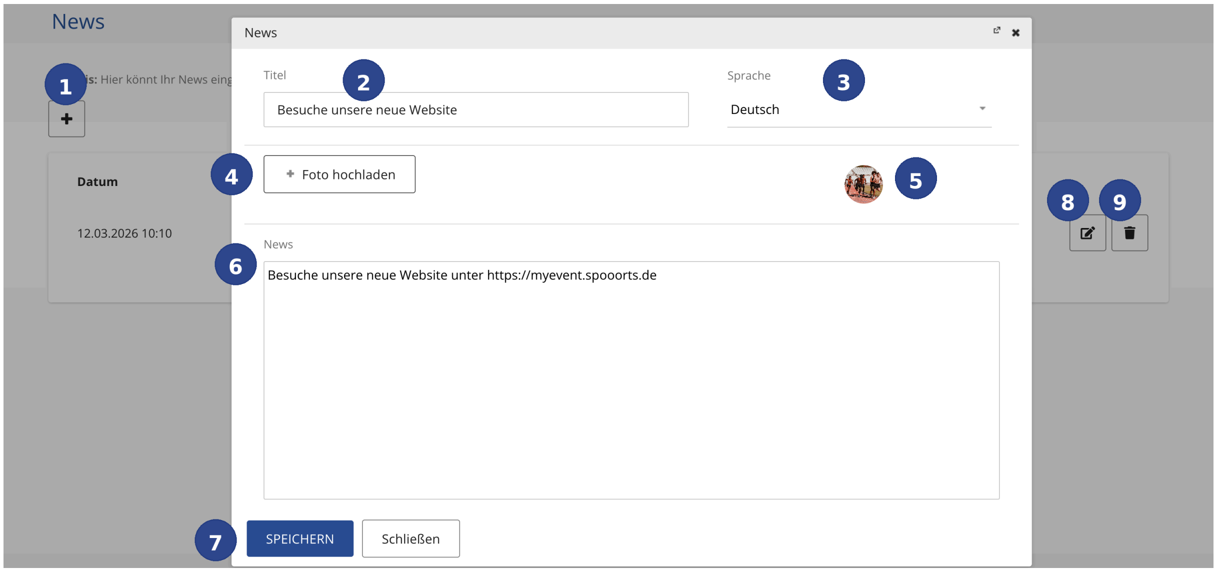

Figure 1: Creating and editing news in the spooorts Manager

① **Create New News**	Click the + button to create a new news item. The news editor opens as a dialog.
② **Title**	Enter the title of your news item here. The title is displayed as a heading on the website and in the app. Choose a short, descriptive title that catches the attention of your athletes and box members.
③ **Language**	Select the language of the news item from the dropdown menu. You can publish news in different languages to reach an international audience. Each language version is managed separately.
④ **Upload Photo**	Click **+ Foto hochladen** to add an image to your news. Photos make your news more visually appealing and increase engagement. Common image formats (JPG, PNG) are supported.
⑤ **News Image**	The uploaded photo is shown as a round preview. The image will appear on your website and in the app alongside the news text.
⑥ **News Text**	Write the full text of your news item here. You can include links, e.g. to your website or registration page. The text is displayed in full on the website and in the app.
⑦ **Save**	Click **SPEICHERN** (Save) to publish the news item. The news will immediately appear on your website and in the app. Click **Schließen** (Close) to discard your changes.
⑧ **Edit**	Use the edit icon to modify an existing news item – for example, to update the text or add a new photo.
⑨ **Delete**	Use the delete icon to permanently remove a news item from your website and from the app.

Tips for Great News

To make your news resonate with athletes and box members, keep these tips in mind:

- Use descriptive titles that spark curiosity.
- Always include a photo – news with images receives significantly more attention.
- Keep the text concise and informative. Link to additional pages when needed.
- Publish news regularly to keep athletes and box members up to date.
- Use the multilingual feature if you have an international audience.

WODs & Training Calendar

The wod calendar gives CrossFit boxes a central place to schedule classes, coordinate athlete groups, and track attendance digitally.

Overview

The WODs & Training Calendar module is the operational heart of crossfit.spooorts.studio. Administrators create recurring or one-off classes and events; athletes see up-to-date schedules in the website and app and can register with a single tap.

WOD Calendar

All classes are displayed in a clear, searchable calendar view. Athletes always see the latest schedule and can register for individual classes.

- Recurring and one-time classes
- Per-class capacity limits
- Waiting list management
- Automatic reminders sent to registered participants
- iCal / calendar export for external calendar apps

QR-Code Check-In & Attendance

Each class generates a unique QR code that athletes scan on arrival with the spooorts app. Attendance data is stored automatically.

- Unique QR code per class
- Real-time attendance list in the admin dashboard
- Exportable attendance reports (CSV / PDF)

Athlete groups

Organise athletes into athlete groups based on age, skill level, or discipline. Each group can have its own calendar, coaches, and communication channel.

- Unlimited groups per studio
- Assign multiple coaches per group
- Group-specific news and announcements
- Separate capacity limits per group

Event Registration & Online Payment

Beyond the regular schedule, create special events (workshops, seminars, competitions) with online registration and optional entry fees.

- Online registration form per event

- Fee collection via credit card, SEPA direct debit, PayPal, and more
- Automatic confirmation email
- Downloadable participant list

Shop

The integrated CrossFit shop lets you sell merchandise, sports equipment, and studio articles directly to athletes through your website and app.

Overview

crossfit.spooorts.studio includes a built-in e-commerce shop seamlessly embedded in your studio website and app. Products are added through the admin dashboard and are immediately visible to all athletes.

Offering Products to Athletes

Sell any studio-related item: training gear, equipment, studio articles, course fees, or event tickets. Each product has a photo gallery, description, price, and stock level.

- Unlimited products
- Product variants (size, colour)
- Stock management with low-stock alerts
- Product categories and search
- Discount codes and promotional pricing

Orders & Shipping Management

All orders, payments, and shipping updates are managed in a single dashboard. Athletes receive automatic confirmations via the app.

- Centralised order dashboard
- Order status tracking
- Automatic payment confirmation
- Exportable order reports

Payment Methods

The shop supports all major payment methods. spooorts handles the payment infrastructure.

- Credit card (Visa, Mastercard)
- SEPA direct debit
- PayPal
- Apple Pay / Google Pay
- Invoice (for athletes)

Note: Service fee: 6 % on the Basic plan, 3 % on Premium and Ultimate plans.

Administration

The box administration suite is a free, all-in-one dashboard for managing athletes, schedules, dues, finances, and studio communications.

Overview

The Administration module is the control centre of your crossfit.spooorts.studio account. It brings together every tool a studio manager needs: a member database, payment collection, financial reporting, a wod calendar, and direct messaging.

Important: The box administration suite is included free of charge on all plans.

WOD Calendar & Schedule Management

Create, edit, and publish classes directly from the dashboard. Changes appear instantly on the website and in the app.

- Drag-and-drop calendar editor
- Recurring classes
- Multi-venue and multi-group support
- Coaches assignment per class
- Capacity management and waiting lists

Athletes Management & Communication

The member database stores all relevant data. Administrators can send targeted messages to individual athletes, specific athlete groups, or the entire studio.

- Centralised member database
- Custom membership categories
- In-app push notifications
- Email and SMS notifications
- GDPR-compliant data export and deletion

Fees & Financial Management

Collect fees, course payments, and shop revenue through a single financial dashboard.

- Automated recurring fee collection
- SEPA direct debit mandate management
- Automatic invoice generation
- Overdue payment reminders
- Export to accounting formats (CSV, PDF, DATEV-compatible)

Import Contacts

Quickly and easily transfer existing contacts from other systems into the spooorts Manager – via file upload, drag & drop or using the CSV and vCard formats.

Why Import Contacts?

If you already have contact data stored in another application – for example in a spreadsheet, in your email programme or in another club management tool – you do not need to re-enter them one by one. The import function lets you transfer all contacts into the spooorts Manager at once. This saves time and avoids typing errors.

Step 1 – Open the Import Dialog

Navigate in the spooorts Manager to the **Contacts** section. In the toolbar above the contact list you will see several small buttons. Click the **Import icon** (an upward-pointing arrow – see **callout** ① in the image). The **"Import Data"** dialog opens.

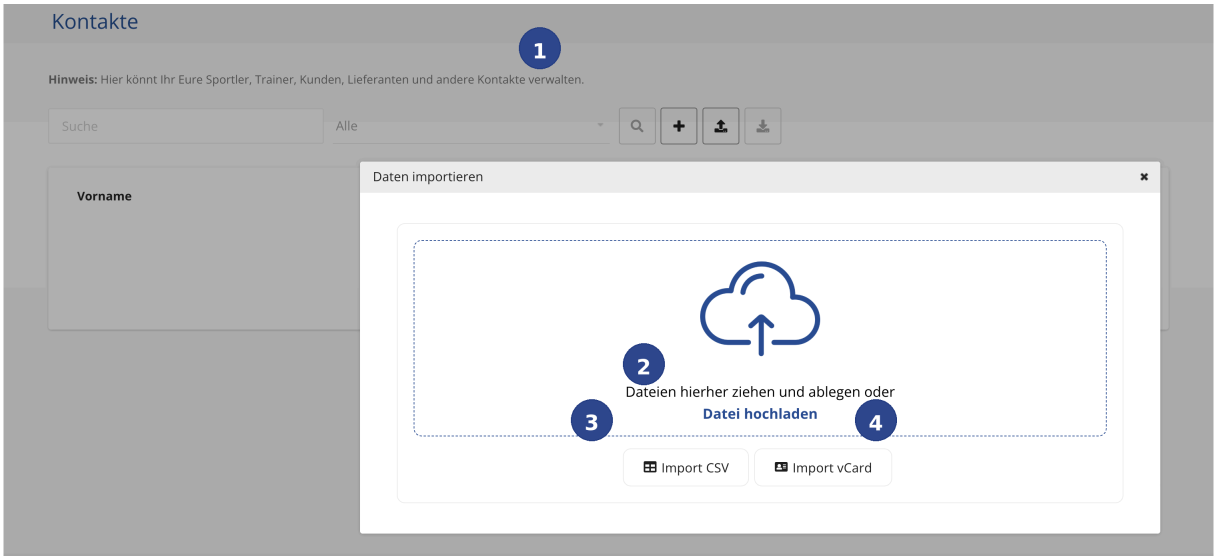

Figure 2: Import dialog in the Contacts section

Step 2 – Select a File

In the opened dialog there are two ways to provide your file:

Option A – Drag & Drop: The large dashed area in the centre of the dialog is the **drag-and-drop zone**. Open the folder on your computer where the import file is located. Click the file, hold the mouse button and drag it directly into this dashed area. Then release the mouse button. The file is recognised automatically and the import begins.

Option B – Select a file via the file browser: If you prefer to search for the file using a standard selection window, click the blue link **"Upload file"** (see **callout** ②). The familiar file selection dialog of your operating system (Windows, macOS or Linux) opens. Navigate to the desired file, select it and confirm with **"Open"**.

Tip: Both options lead to the same result. Drag & drop is slightly faster if you already have the folder open. The file browser is more convenient when you need to search for the file first.

Import via CSV File

Click the **"Import CSV"** button (see **callout** ③) to import a file in CSV format.

What is a CSV file? CSV stands for *Comma-Separated Values*. It is a simple text file in which the contact data is organised in a tabular layout – similar to a spreadsheet but without formatting. Each line corresponds to one contact, and the individual fields (e.g. first name, last name, email) are separated by a delimiter – usually a comma or semicolon.

When to use CSV? The CSV format is particularly well suited when your contacts are stored in a spreadsheet application such as Microsoft Excel, Google Sheets or LibreOffice Calc. Most programmes offer an **"Export as CSV"** or **"Save as → CSV"** function.

How to create a CSV file from Excel:

1. Open your contact list in Excel (or another spreadsheet application).
2. Make sure the **first row** contains the column headings, e.g. `First Name`, `Last Name`, `Email`.
3. Click **File → Save As** and choose **CSV (Comma delimited)** as the file type.
4. Save the file and then use it for the import.

Important: The exact order and naming of columns for the CSV import will be documented shortly. Make sure each column heading is spelled exactly as the system expects.

Import via vCard File

Click the **"Import vCard"** button (see **callout** ④) to import contacts in vCard format.

What is a vCard? A vCard (file extension `.vcf`) is an internationally standardised exchange format for electronic business cards. Virtually all contact and address book applications support this format – including Apple Contacts (iPhone, Mac), Google Contacts, Microsoft Outlook and Thunderbird.

When to use vCard? Use the vCard format when you want to transfer contacts from an email programme or a smartphone address book. A single `.vcf` file can contain one or even several hundred contacts at once.

How to export contacts as vCard:

- **Apple Contacts (iPhone / Mac):** Open the Contacts app, select the desired contacts, click **File → Export → vCard** and save the `.vcf` file.
- **Google Contacts:** Open `contacts.google.com`, select the contacts, click **Export** and choose the **vCard** format.
- **Microsoft Outlook:** Go to **File → Open & Export → Import/Export → Export to a file** and choose **vCard file (.vcf)** as the target format.

Tip: A vCard file automatically includes all important contact fields such as name, email address, phone number and postal address. Unlike CSV, you do not need to worry about the column order – the format handles the field mapping automatically.

Overview of Controls

Here is a summary of all elements in the import dialog:

1. ① **Import Button** – Opens the import dialog. Found in the toolbar in the Contacts section (upward-arrow icon).
2. ② **"Upload file"** – A clickable link that opens your operating system's file selection dialog.
3. ③ **Import CSV** – Starts the import process for a CSV file (tabular data).
4. ④ **Import vCard** – Starts the import process for a vCard file (electronic business cards).

Contact Categories

Create custom categories and group your contacts purposefully – for example by customer, supplier, athlete or coach. This way you always maintain a clear overview even with a large contact list.

What Are Contact Categories For?

Contact categories help you organise your contacts in a meaningful way. Instead of managing all people and companies in one long, unsorted list, you can assign one or more categories to each contact – similar to labels on a filing folder. This makes searching and filtering much easier later on.

Examples of useful categories: **Customer**, **Supplier**, **Athlete**, **Coach**, **Company**, **Member** or **Sponsor**. You can add new categories, rename existing ones or delete those no longer needed at any time.

The Overview – All Categories at a Glance

Navigate in the spooorts Manager to **Contacts** and select the sub-item **Contact Categories**. You will see a table with two columns: **Category** (the name) and **Description** (an optional explanatory text). Each row represents an existing category.

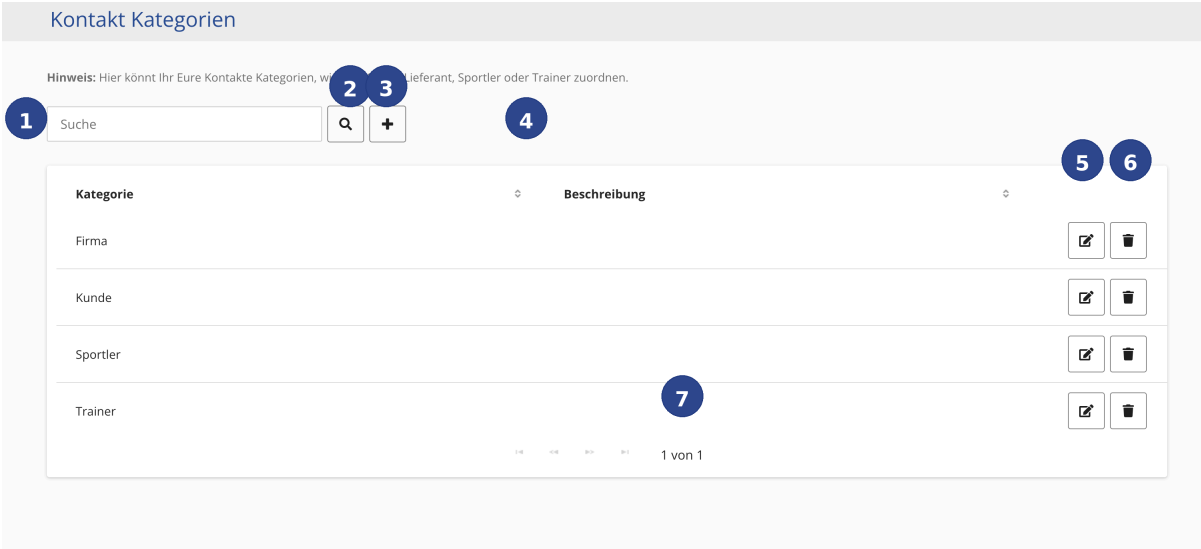

Figure 3: Overview of Contact Categories

All Controls in Detail

Callout ① – Search Field

The text field in the top left is labelled *Search*. Type a search term here to filter the list of categories. This is useful when you have created many categories and want to find a specific one quickly. The search field responds as you type – you do not need to press Enter first.

Callout ② – Search Button

The magnifying-glass icon to the right of the search field starts the search manually, in case you prefer to type the full search term first and then confirm. Clicking it instantly shows only the matching categories.

Callout ③ – Create New Category

The **plus icon** (+) opens a form where you can create a new category. Enter at least a name – a description is optional but recommended so that all team members understand what the category is intended for. Confirm with **Save** to add the category to the list.

Callout ④ – Sort Columns

The small arrows (up/down) next to the column headings *Category* and *Description* allow you to sort the list alphabetically. A click on the arrow next to *Category* sorts categories from A to Z; another click reverses the order (Z to A). The same applies to the *Description* column. This helps you find what you are looking for quickly, even in long lists.

Callout ⑤ – Edit Category

The **pencil icon** on the right side of each row opens the editing view for that specific category. There you can change the **name** and the **description**. Save your changes by clicking **Save**. The change takes effect immediately for all contacts that already have this category assigned – the new name appears everywhere automatically.

Callout ⑥ – Delete Category

The **trash icon** next to the pencil icon permanently removes a category. Before final deletion a confirmation prompt appears so that you do not accidentally remove something. Please note: when a category is deleted, all contacts that had this category assigned lose this entry. The contacts themselves, however, remain intact.

Callout ⑦ – Page Navigation

Below the category list you will find the page navigation. Here you can see which page you are currently on and how many pages there are in total – for example *1 of 1*. Use the arrow buttons (|◂ ◂ ▸ ▸|) to jump to the first page, the previous page, the next page or directly to the last page. The navigation appears automatically once the list contains more entries than fit on a single page.

Step by Step: Create a New Category

Here is how to create a new contact category:

1. Click the **plus icon** (callout ③) in the top right above the table.
2. A form opens. Enter a descriptive name in the **Category** field, e.g. *Sponsor* or *Club Member*.
3. Optional: Enter a short explanation in the **Description** field so that everyone on the team knows when this category should be used.
4. Click **Save**. The new category immediately appears in the list and is available for selection on all contacts.

Tip: Create categories before you import or manually enter large numbers of contacts. This way you can assign categories directly when creating a contact and save yourself extra work later.

Assign a Category to a Contact

A category is not assigned directly in this overview but in the **detail view of the respective contact**. Open the desired contact, find the **Category** field and select one or more of the categories you have created. Confirm with **Save**.

Important: A category only appears in the contact detail view for selection once it has been created here in the overview. Therefore, create all required categories first before editing contacts.

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Provider

(IT)² Interactive GmbH
Joseph-von-Fraunhofer Str. 20
44227 Dortmund
Germany

Contact

Email: info@it2in.de

Commercial Register

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