

QUICK INSTRUCTIONS

NAVIGATING YOUR CGA ACCOUNT DASHBOARD



IMPORTANT INFORMATION:

- All players (including all members of a team) must create a new player profile in order to complete a tournament registration.

NAVIGATING YOUR DASHBOARD

STEP 1: Log in to your new CGA account.

Once you are logged in, take notice of the following functionality:

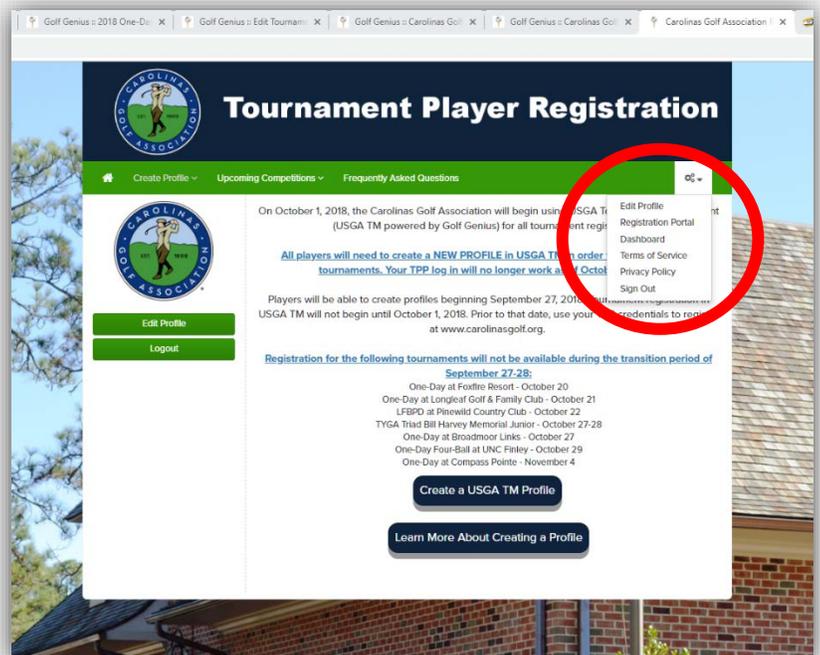
- “Gears Icon” in the upper right of the screen;
- “Edit Profile” button; and,
- “Logout” button.



STEP 2: Click on the “Gears Icon” to open the drop down menu. This menu contains several options including Edit Profile, access to the Registration Portal, view your Dashboard, and Log Out.

STEP 3: Click on “Dashboard”.

You will be connected to your Dashboard page.



From the Dashboard, you can:

- View tournament registration history
- Via the “Go to Portal” links:
 - Update registrations (e.g., change your partner)
 - Cancel registrations (i.e., withdraw)
- Via the “Select season” drop down, select what information is displayed.
 - 2018
 - All
 - 2017 and prior years
 - 2019
- Return to the Registration Portal by clicking on “Carolinan Golf Association Registration” or its corresponding “Go to Portal”.

The screenshot shows the Golf Genius Software dashboard. At the top, there is a logo for 'GOLF GENIUS SOFTWARE' and a 'My Account' link. Below the logo, there is a section titled 'Events, Leagues & Trips'. A dropdown menu labeled 'Select Season' is set to '2018 Carolinas', which is circled in red. Below this, there is a table of registrations. The table has columns for 'Name', 'Start Date', 'Golfers', 'Registration', and 'Actions'. The first row is 'Test - Duke Registration Flow' with a 'Go to Portal' link circled in red. The second row is '2018 One-Day Four-Ball at Tobacco Road Golf Club' with a 'Go to Portal' link. The third row is '2018 One Day Tournament of Champions at Pinehurst No. 6' with a 'Go to Portal' link. The fourth row is 'Carolinan Golf Association Registration' with a 'Go to Portal' link. A vertical 'HELP' button is visible on the right side of the dashboard.

Name	Start Date	Golfers	Registration	Actions
Test - Duke Registration Flow	Nov 12, 2018	1 confirmed - 2 pending	Open	Go to Portal
2018 One-Day Four-Ball at Tobacco Road Golf Club	Nov 14, 2018	-	Will open Oct 04, 2018 8:00 PM	Go to Portal
2018 One Day Tournament of Champions at Pinehurst No. 6	Dec 01, 2018	-	Will open Nov 06, 2018 8:00 PM	Go to Portal
Carolinan Golf Association Registration	-	-	-	Go to Portal