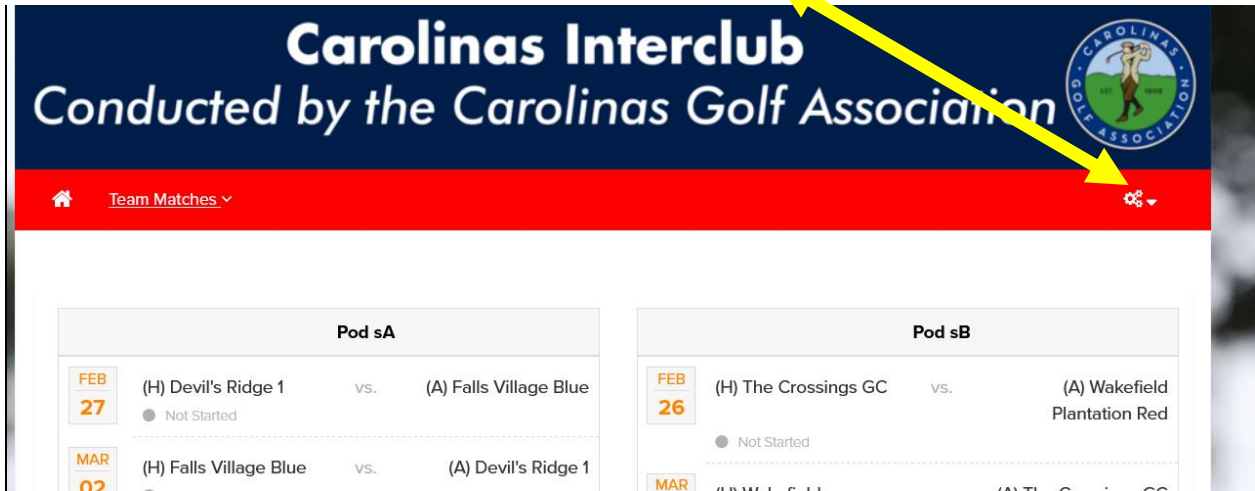


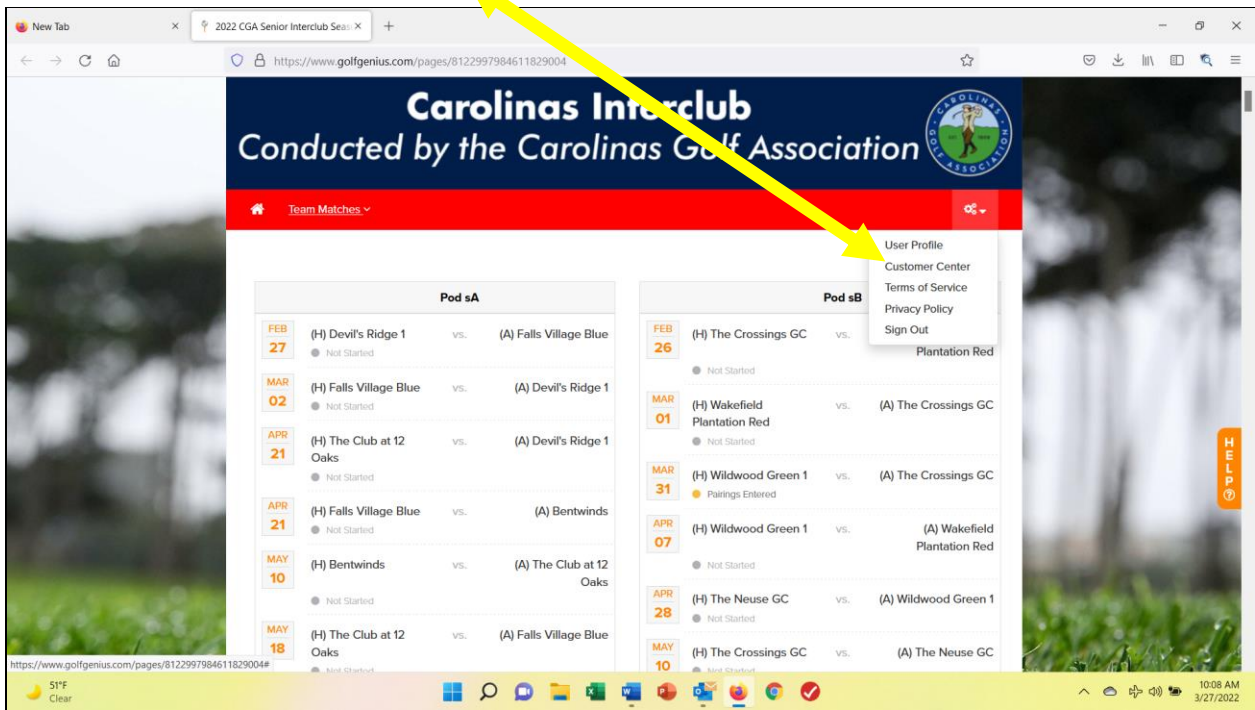
INSTRUCTIONS On Using GOLF GENIUS for INTERCLUB

Click on the link in the email from Golf Genius to get to this screen.

In the upper right-hand corner click the gears symbol.



Then Click Customer Center



Golf Genius™ ASSOCIATION My e

CGA Interclub **Events, Leagues & Trips**

Search...

Season: 2022 Interclub Season (Current) Filter Events: All Sort By: None

Name	Start Date	Golfers	Actions
2022 CGA Senior Interclub Season : 2022 CGA Senior Interclub Season Pod sB2	Mar 30, 2022	59 confirmed	Go to Event

Click the Link to **your Pod #**

Golf Genius™ ASSOCIATION Customer Center • My account System Status: Normal

TEAM CAPTAIN MENU Click **Team Captain Menu**

CGA Interclub **2022 CGA Regular Interclub Season** 2022 CGA Regular Interclub... Dashboard

Team Matches

Welcome to your Team Matches Dashboard. As a team captain, you have access to the following pages in the Manager Site:

- **Course Details:** Manage the courses used your matches and add new courses.
- **Edit Match Pairings:** Add, remove, and move players in the pairings for your matches.
- **Edit Course & Tee Assignments:** Set the course & tee, tee times, and shotgun starts.
- **Enter Hole-by-Hole Scores:** If permitted, enter hole by hole scores for your matches.
- **Post Scores to GHIN:** Post scores from finalized rounds to GHIN.
- **Display Leaderboard:** View and print the Manager Site leaderboard.
- **Print Scorecards:** Print scorecards using the available templates. You do not have permission to create and customize scorecards.
- **Round Profile:** Access the Round Profile to change the round date (if necessary).
- **Report Center:** Print reports (e.g., alpha list, tee sheet, cart signs, etc) available in the Report Center. You do not have permission to create and customize reports.
- **Handicap Analysis:** View the detailed computation of Course Handicaps for your matches.
- **Run the Pre-Play Audit:** Check your round setup by running the Pre-Play audit.

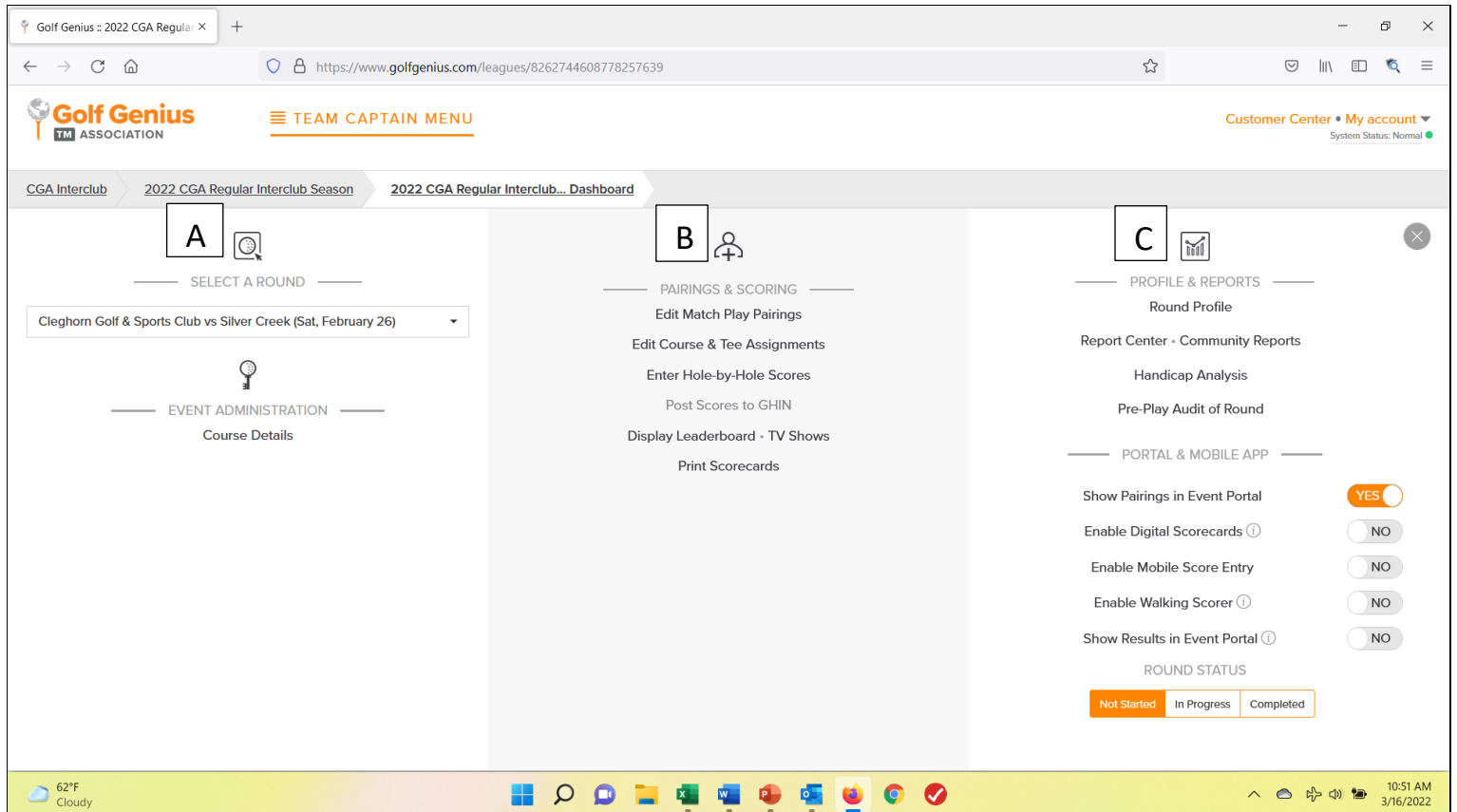
For more details on all of your options, check our Knowledge Base article by [clicking here](#). Otherwise, click on "Team Captain Menu" above to get started.

HELP

62°F Cloudy 10:47 AM 3/16/2022

NOTE: EVERYTHING You Do to PREPARE for a MATCH STARTS with this 3 Column SCREEN.

Column A -SELECT A ROUND- Column B -PAIRINGS & SCORING- Column C -PROFILE & REPORTING-



NOTE: Start with this 3-column screen to complete the following tasks.

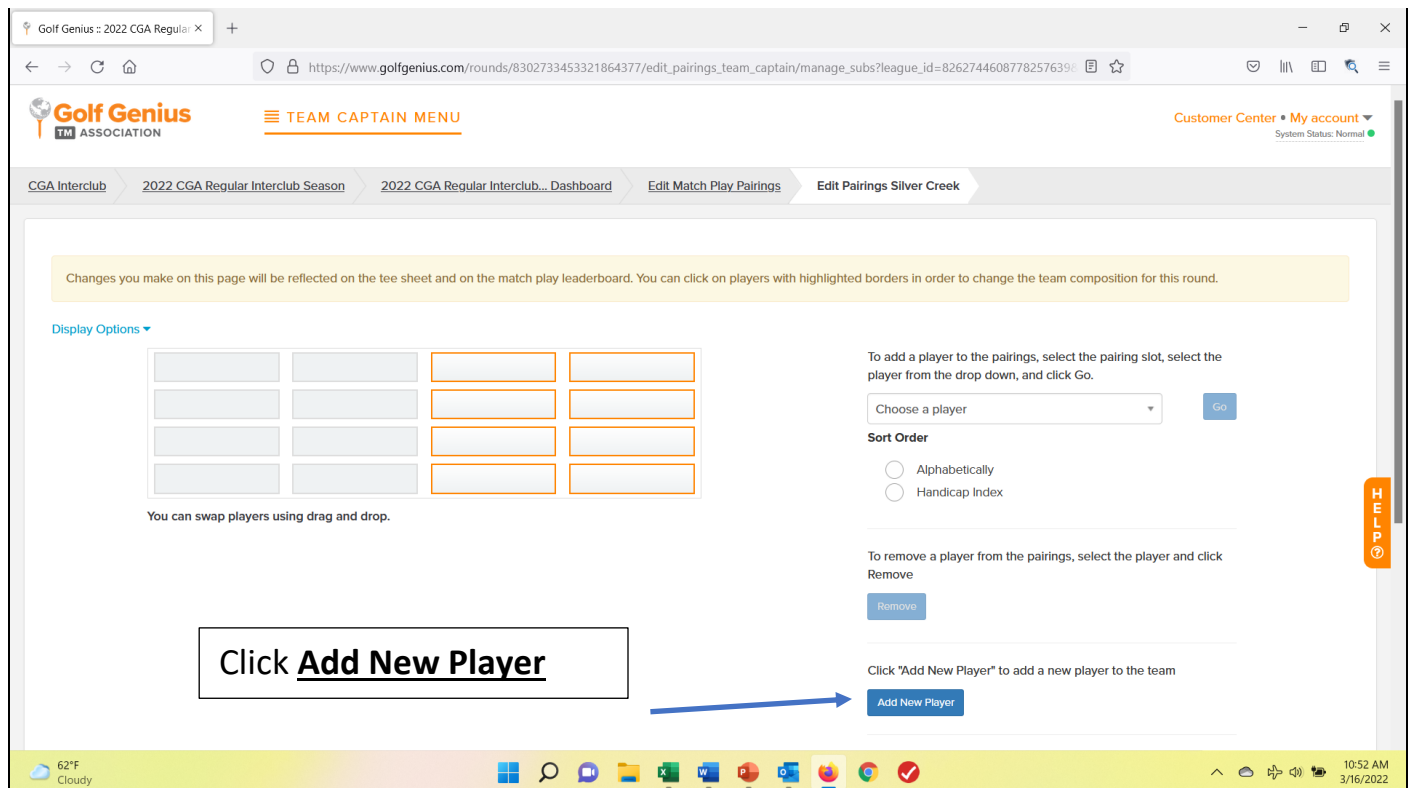
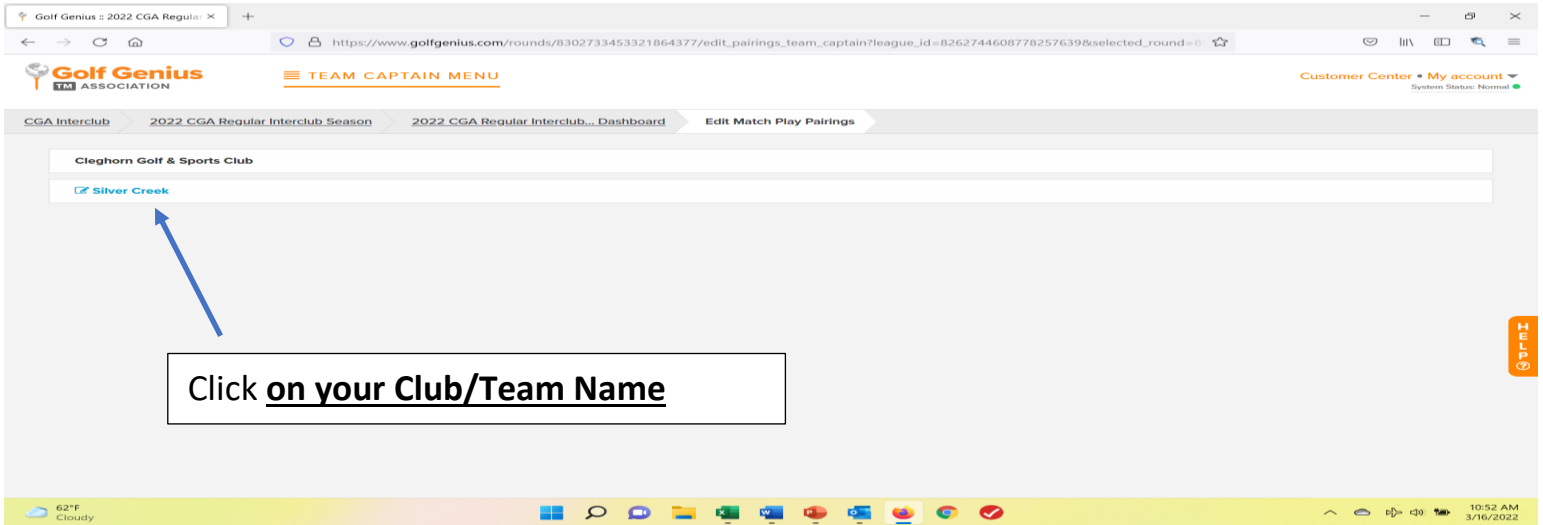
Step by step instructions continue on page 4.

Steps 1 and 2 should be the first thing you do when you get your GG link.

- 1. To Set a Team Roster: [Click: EDIT MATCH PLAY PAIRINGS – column 2]**
- 2. To set Match Dates: [Click: Round Profile column 3]**
- 3. To Set a Match Roster + Set Course & Tees: [Click: EDIT MATCH PLAY PAIRINGS column 2]**
- 4. To Print Scorecards, Pairings Sheet, Cart Signs: [Click: REPORT CENTER column 3]**
- 5. To Key in Hole-by-Hole scores: [Click: ENTER Hole-by-Hole SCORES column 2]**
- 6. To Submit Match Results & Scores [Click: EDIT MATCH PLAY PAIRINGS column 2]**
 - Remember to select Competition Scores before Posting To GHIN

To start any task, make sure you have the correct match using the drop-down box in: **[-SELECT A ROUND – column A]**

1. To Set a Team Roster start by clicking: **EDIT MATCH PLAY PAIRINGS – column 2**
 - a. Make sure you are on any Match (column 1) with your Team involved.
 - b. Then click on your Team.



a. Select Search by Last Name and First Name, and fill in names.

b. Click Search. When name appears click Done.

Click Save Team Changes after each player and repeat ADD NEW PLAYER. Repeat until you have all members of your team. You can always come back later to add others.

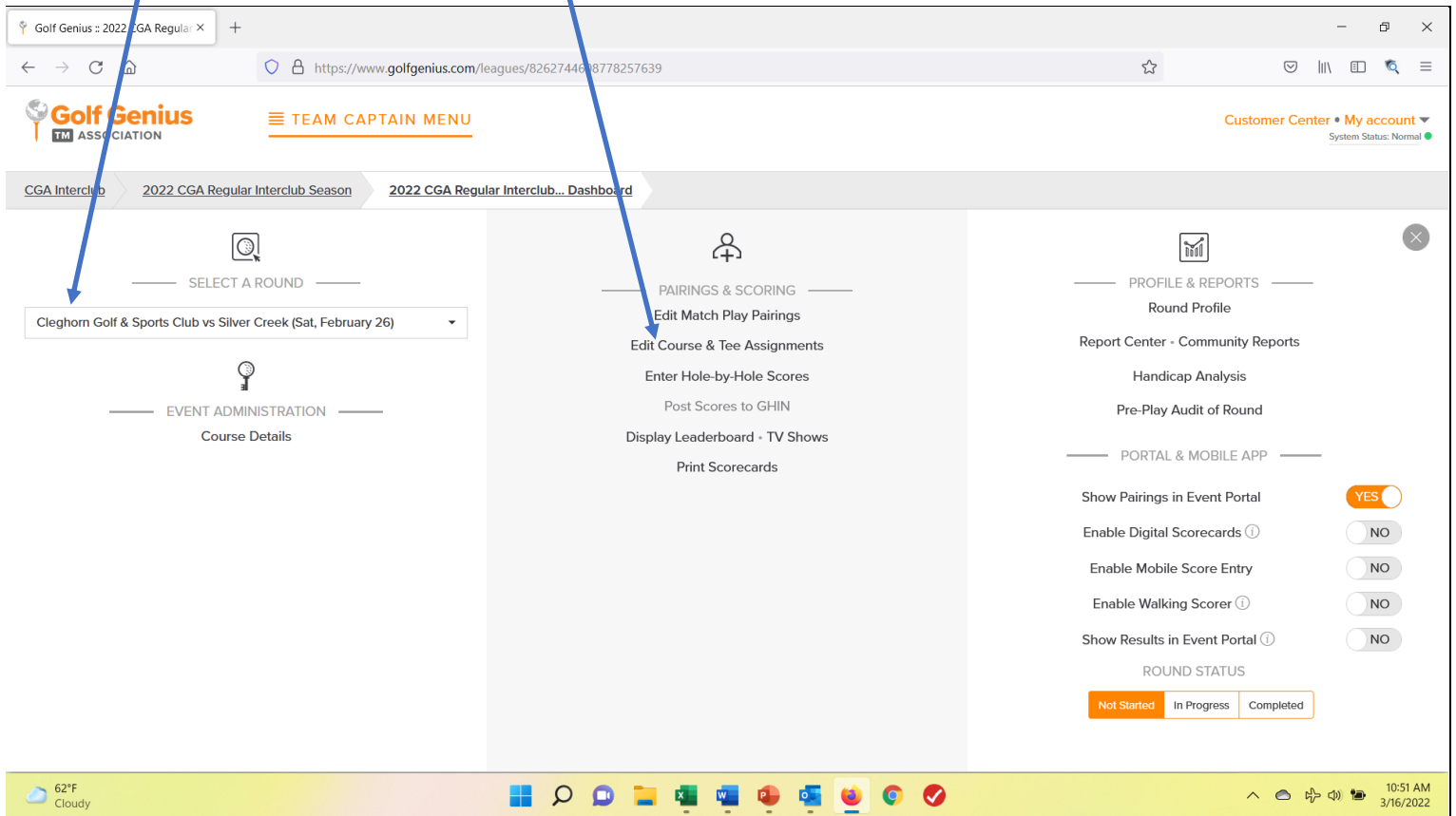
2. To set Match Dates:

- a) Make sure the correct match is listed in **column 1**. **NOTE: The Home Team is always listed first.** [Then Click: Round Profile in **column 3**]

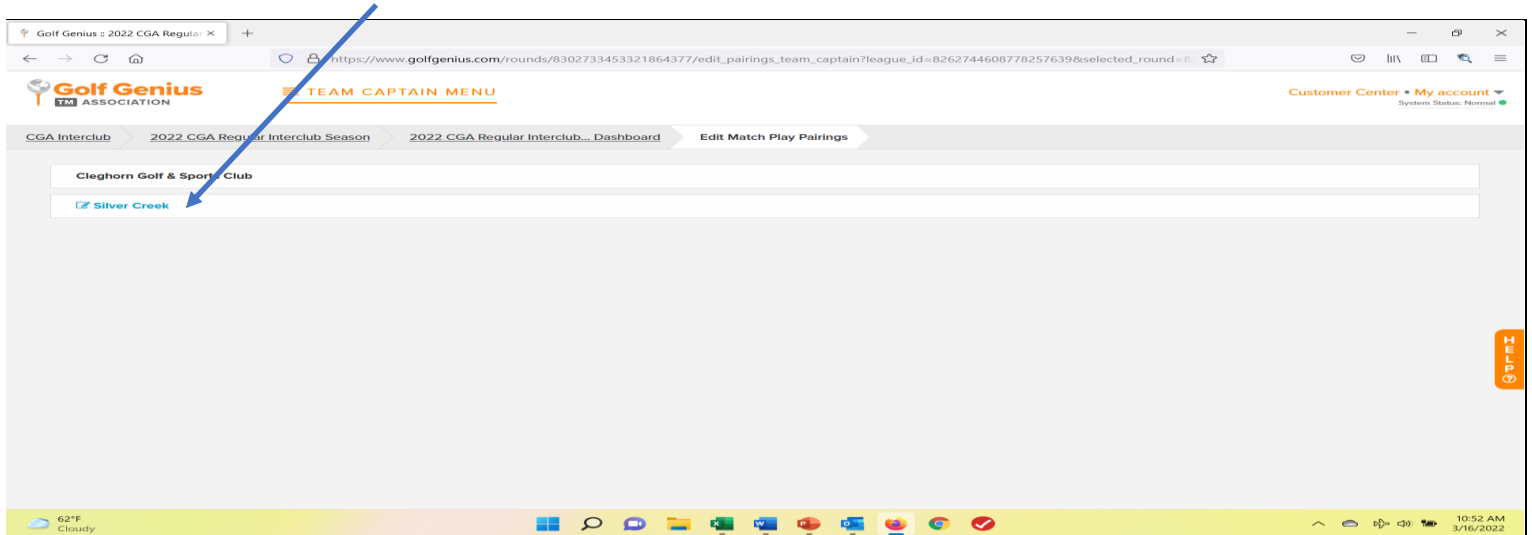
The screenshot displays the Golf Genius website dashboard for a 2022 CGA Regular Interclub Season. The page is divided into three main columns. The left column, titled 'SELECT A ROUND', features a dropdown menu with the selected match: 'Cleghorn Golf & Sports Club vs Silver Creek (Sat, February 26)'. Below this is the 'EVENT ADMINISTRATION' section with a 'Course Details' link. The middle column, titled 'PAIRINGS & SCORING', includes links for 'Edit Match Play Pairings', 'Edit Course & Tee Assignments', 'Enter Hole-by-Hole Scores', 'Post Scores to GHIN', 'Display Leaderboard - TV Shows', and 'Print Scorecards'. The right column, titled 'PROFILE & REPORTS', contains a 'Round Profile' link, 'Report Center - Community Reports', 'Handicap Analysis', and 'Pre-Play Audit of Round'. Below these is the 'PORTAL & MOBILE APP' section with several toggle switches: 'Show Pairings in Event Portal' (YES), 'Enable Digital Scorecards' (NO), 'Enable Mobile Score Entry' (NO), 'Enable Walking Scorer' (NO), and 'Show Results in Event Portal' (NO). At the bottom of the right column is the 'ROUND STATUS' section with three buttons: 'Not Started' (highlighted in orange), 'In Progress', and 'Completed'. Two blue arrows point from the text above to the dropdown menu and the 'Round Profile' link. The top of the page shows the 'Golf Genius TM ASSOCIATION' logo, a 'TEAM CAPTAIN MENU' button, and user account information. The bottom of the page shows a Windows taskbar with the date and time: 10:51 AM, 3/16/2022.

3. To Set a Match Roster + Course & Tees, click: **EDIT MATCH PLAY PAIRINGS** – *column 2*

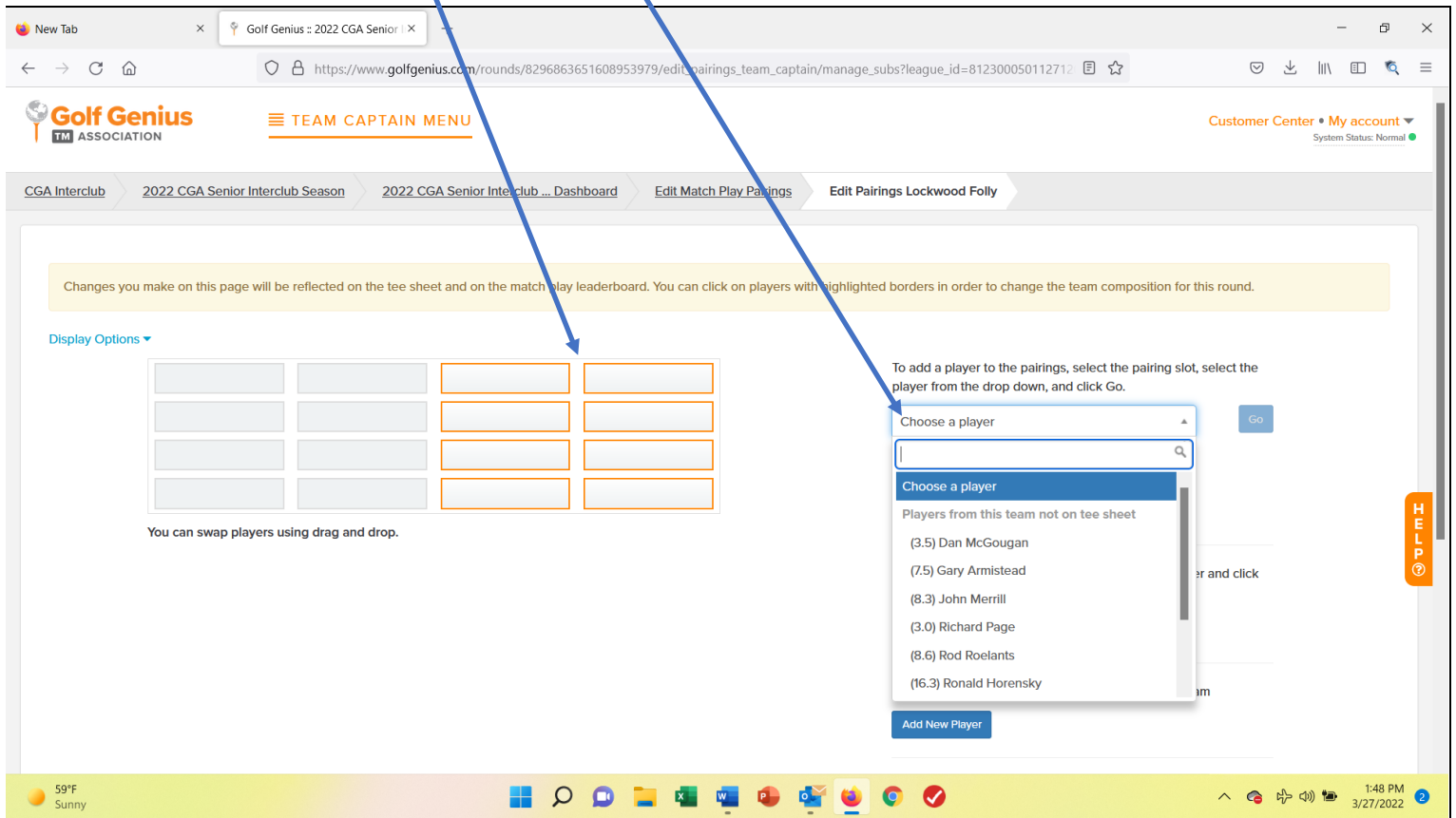
- a. Make sure you are on the correct Match (column 1).
- b. Click Edit Match Play Pairings



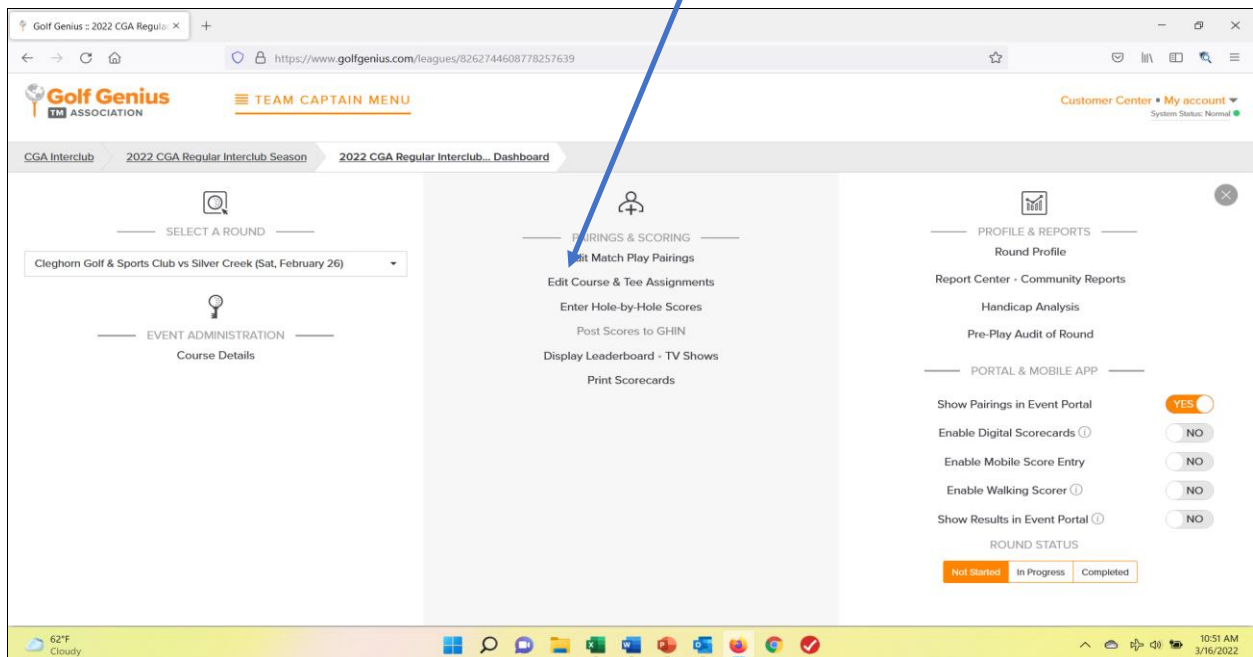
c. Then click on your Team.



- d. Click on “Choose a Player”
- e. Select a player and Drag & Drop to one of the highlighted boxes.
- f. Repeat 8 times.



- g. To assign: Course & Tees and Set Tee Time
 - i. Go to 2nd column and click on **EDIT COURSE & TEE ASSIGNMENTS**



- ii. click on [SET TEE TIME & SET COURSE & TEE](#) and follow instructions at the bottom of those screens. **DON'T FORGET TO HIT SAVE!**

Manual adjustments as of 24 March, 4:46pm by Bryan Lipp. Sort Pairings by... Save Pairings

Additional Information		Show	GGIDs		Total Index	Neither			
1. Thomas Dutton	Bruce Alte	Richard Page	Dan McGougan		1:00 PM	1	Compass Pointe GC - White Tees - Men		
2. Ken Piersa	Bryan Lipp	Stephen Grochowski	Gary Armistead		1:10 PM	1	Compass Pointe GC - White Tees - Men		
3. David Lane	Mark Burum	John Merrill	Tim Daugherty		1:20 PM	1	Compass Pointe GC - White Tees - Men		
4. Blake Pizzolato	Alan Cline	Rod Roelants	Scott Stokley		1:30 PM	1	Compass Pointe GC - White Tees - Men		

4. To Print Scorecards, Pairings Sheet, Cart Signs, etc.: [\[Click: REPORT CENTER column 3\]](#)

Do not use this Link to Print Scorecards

PAIRINGS & SCORING

- Edit Match Play Pairings
- Edit Course & Tee Assignments
- Enter Hole-by-Hole Scores
- Post Scores to GHIN
- Display Leaderboard · TV Shows
- Print Scorecards

PROFILE & REPORTS

- Round Profile
- Report Center - Community Reports
- Handicap Analysis
- Pre-Play Audit of Round

PORTAL & MOBILE APP

- Show Pairings in Event Portal YES
- Enable Digital Scorecards NO
- Enable Mobile Score Entry NO
- Enable Walking Scorer NO
- Show Results in Event Portal NO

ROUND STATUS

Not Started In Progress Completed

Select: ★ Interclub

The screenshot shows the Golf Genius website interface. At the top, there is a navigation bar with the logo, a 'TEAM CAPTAIN MENU' button, and a 'Customer Center • My account' link. Below this is a breadcrumb trail: 'CGA Interclub > 2022 CGA Senior Interclub Season > 2022 CGA Senior Interclub ... Dashboard > Report Center'. A search bar is present with the text 'Search for...'. A list of report categories is shown, including 'Basic Reports', 'Basic Spreadsheets', 'Interclub', 'Page Composer', 'Report Composer', 'Scorecards', 'Spreadsheet Composer', and 'This Event'. A blue arrow points to the 'Interclub' option. On the right side, there is a vertical 'HELP' button. The bottom of the page shows a weather widget (61°F Sunny) and a Windows taskbar with various application icons and the system clock (2:51 PM 3/27/2022).

Click the report you want to Print then Click the “NEXT” or “PRINT ANYWAY” button that appears. Your Pro-Shop should be able to help with Scorecard paper.

This screenshot shows the same Golf Genius website interface, but with a grid of report thumbnails displayed under the 'Interclub' category. The thumbnails include: 'COURSE AND TEE LISTING', 'INT. SCORECARD-SELECT 4-BALL MATCHES ON NEXT', 'INTERCLUB CART SIGN' (featuring Patrick Flaherty and Scott Strickfaden), 'INTERCLUB PAIRINGS', and 'SCOREBOARD - INTERCLUB'. Each thumbnail has a search icon, a magnifying glass, and a print icon. A vertical 'HELP' button is visible on the right side. The bottom of the page shows the same weather widget and Windows taskbar, but the system clock now reads 3:32 PM 3/27/2022.

Click "DOWNLOAD PDF" and Open to Print.

Golf Genius TM ASSOCIATION **TEAM CAPTAIN MENU** Cust

CGA Interclub | 2022 CGA Senior Interclub Season | 2022 CGA Senior Interclub ... Dashboard | **Report Center**

Search for...

Last 10 Printed Reports

- ☆ Basic Reports
- ☆ Basic Spreadsheets
- ☆ Interclub

COURSE AND TEE LISTING

Oak Valley vs Twilight GC @ Holly Ridge
Course Listing

Course Name	CGA Rating	Front 9	Back 9	Par	Handicap
Northwoods Park GC - East	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Northwoods Park GC - West	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - East	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - West	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - North	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - South	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - East	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - West	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - North	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0
Cherry Hill GC - South	74.7 (12)	36.0 (10)	38.7 (12)	72	35.0

INT. SCORECARD-SELECT 4-BALL MATCHES ON NEXT

Michael Walton vs Brad Kiger
Michael Walton vs Ryan Thomas

Player	Hole	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Total	
Michael Walton																					
Brad Kiger																					

INTERCLUB CART SIGN

Download PDF
Generate DOC

INTERCLUB PAIRINGS

Print

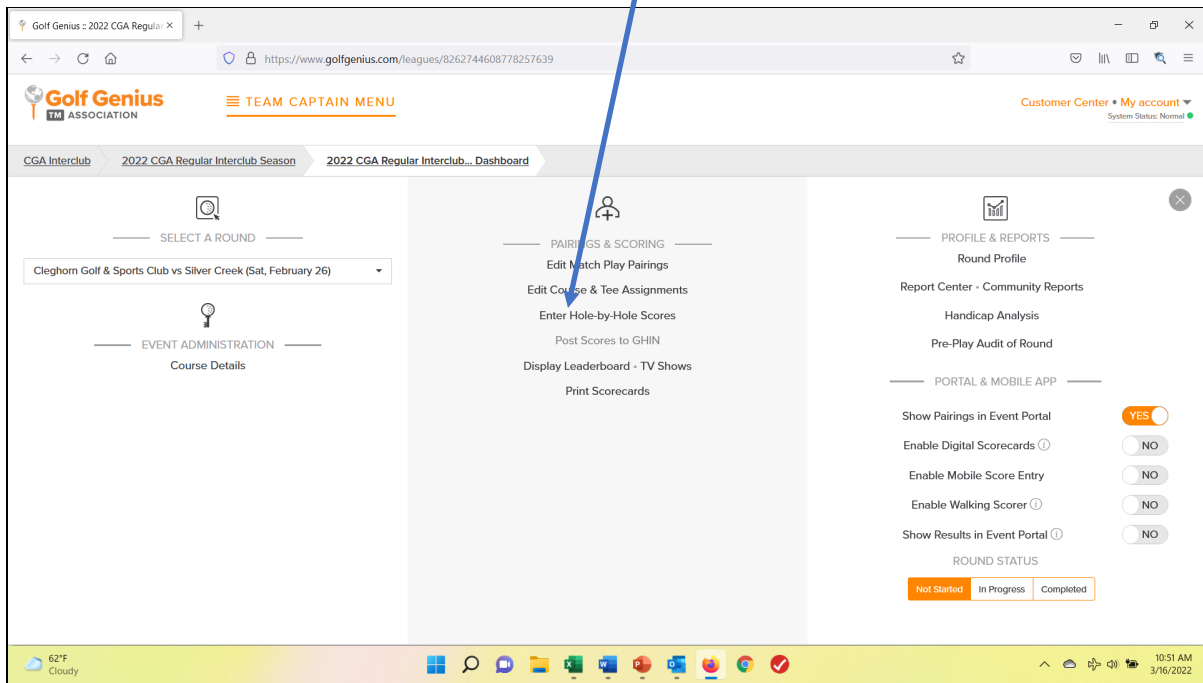
SCOREBOARD - INTERCLUB

2022 CGA Regular Interclub Season : 2022 CGA Regular Interclub Season Pod 17
Sat, March 26

Oak Valley Golf Club | Twilight Golf Club

Michael Walton + Bill Merrifield	VS.	Brad Kiger + Ryan Thomas
Tim Esick + Josh Gere	VS.	Wes Roberson + Smith Griswold
Greg Irwin + Grea Talleu	VS.	CJ Hibel + Dannan Frue

5. To Key in Hole-by-Hole scores: [Click: **ENTER Hole-by-Hole SCORES** column 2]



Select a group and enter Hole-by Hole (gross) scores. Verify with each player before posting.

Carolinan Golf Association | 2021 CGA Senior Interclub Season | Region 1 Pod sB Dashboard | North Ridge CC vs Brier Creek | Enter Scores

Select Tournament: Fourball Matches 18 Holes | Display by: Pairing group | Sort by: Pairing group number | Search for Name

Score Entry Mode: One Player at a time | One Hole at a time

10:03 AM 1. Andy Burnette (72) / Robbie Armistead (73) / Todd Boersma (73) / Rick Lafata (71) All holes completed

10:12 AM 2. Andy Weber (74) / Jeff Corbett (84) / Won Kim (72) / Fraser van Asch (73) All holes completed

10:21 AM 3. Jim Harold (79) / John Clougherty (77) / Dudley Barnette (75) / Mike Buchanan (77) All holes completed

10:30 AM 4. Bill Hodges (81) / Howard Doran (72) / Tim Collins (79) / Dennis Steichen (77) All holes completed

Random Scores | Clear All Scores | Email Notification ON | Done Entering Scores

65°F Sunny | 4:38 PM 07/2022

Carolinan Golf Association | 2021 CGA Senior Interclub Season | Region 1 Pod sB Dashboard | North Ridge CC vs Brier Creek | Enter Scores

Select Tournament: Fourball Matches 18 Holes | Display by: Pairing group | Sort by: Pairing group number | Search for Name

Score Entry Mode: One Player at a time | One Hole at a time

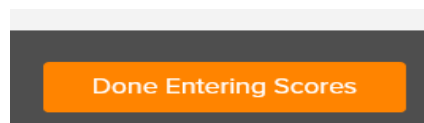
10:03 AM 1. Andy Burnette (72) / Robbie Armistead (73) / Todd Boersma (73) / Rick Lafata (71) All holes completed

Course: Brier Creek Country Club | Tee: CGA White - All 18 | Slope: 124 | Rating: 68.8

	1	2	3	4	5	6	7	8	9	out	10	11	12	13	14	15	16	17	18	in	total
Yardage	321	505	361	110	495	365	418	151	376	3102	399	365	463	269	140	479	151	332	378	2976	6078
Par	4	5	4	3	5	4	4	3	4	36	4	4	5	4	3	5	3	4	4	36	72
Handicap	13	7	9	17	11	3	1	15	5	2	4	10	18	16	8	12	14	6			
Andy Burnette (0)	4	5	4	3	5	5	4	3	4	37	5	5	4	3	3	5	2	4	4	35	72
Robbie Armistead (1)	4	4	4	3	5	4	4	3	4	35	5	5	5	3	3	4	3	6	4	38	73
Todd Boersma (0)	4	4	4	2	5	4	4	3	4	34	4	4	5	4	3	5	5	4	5	39	73
Rick Lafata (2)	3	4	4	3	4	4	4	3	4	33	4	5	5	4	3	5	3	5	4	38	71

▲ Gross Score Preview

Click Done Entering Scores when all 18 holes are in for all 16 players.



Click "Post Scores to GHIN"

The screenshot shows the 'Enter Scores' page for the 'North Ridge CC vs Brier Creek' event. The page is divided into three main sections: 'SELECT A ROUND', 'ROUND CHECKLIST', and 'PAIRINGS & SCORING'. The 'PAIRINGS & SCORING' section contains several options, with a blue arrow pointing to 'Post Scores to GHIN - See Posting Results'. Other options include 'Round Divisions / Flights / Teams', 'Edit Tee Sheet', 'Tournaments', 'Print Scorecards', 'Enter Hole-by-Hole Scores', 'Edit Match Play Pairings', 'Enter Match Results', 'Group View', and 'Display Leaderboard - TV Shows'. The 'ROUND CHECKLIST' section shows that all items are checked: 'Pairings Created', 'Course(s) and Tees Set', 'Tournaments Defined', 'Scores Entered', and 'Leaderboard Created'. The 'ROUND COMMUNICATION CENTER' section includes 'Manage Emails - Email Tee Sheet', 'Manage Text Messages', and 'Portal Messages from Members'. The 'PROFILE & REPORTS' section includes 'Round Profile', 'Report Center - Community Reports', and 'Handicap Analysis - Pre-Play Audit'. The 'PORTAL & MOBILE APP' section includes 'Mobile App Stations' with several toggle switches for 'Show Pairings in Event Portal', 'Enable Digital Scorecards', 'Enable Mobile Score Entry', 'Enable Walking Scorer', and 'Show Results in Event Portal'. The 'ROUND STATUS' section shows 'Not Started', 'In Progress', and 'Completed' buttons.

Remember to select "COMPETITION" in the drop-down SCORE TYPE

The screenshot shows the 'GHIN Score-Posting Dashboard' for the 'North Ridge CC vs Brier Creek' event. The dashboard includes a 'FILTER BY A CUSTOM FIELD' section with a 'Select a Field' dropdown and a 'Search' button. The 'SCORE TYPE' dropdown menu is open, showing options for 'Home', 'Away', and 'Competition', with a blue arrow pointing to 'Competition'. The 'Post Scores' button is visible on the right. Below the filter section is a table of players with columns for 'Name', 'Current H.I.', 'GHIN', 'Affiliation', 'Gender', 'Adj. Gross Score (Rating / Slope / Par)', and 'Status'. The table contains six rows of player data.

Name	Current H.I.	GHIN	Affiliation	Gender	Adj. Gross Score (Rating / Slope / Par)	Status
Robbie Armistead	4.1	845096	North Ridge Country Club	M	73 (68.8/124/72)	
Dudley Barnette	4.9	2972641	Brier Creek Country Club	M	75 (68.8/124/72)	
Todd Boersma	1.2	743198	Brier Creek Country Club	M	73 (68.8/124/72)	
Mike Buchanan	8.1	742939	Brier Creek Country Club	M	77 (68.8/124/72)	
Andy Burnette	1.3	780502	North Ridge Country Club	M	72 (68.8/124/72)	
John Clougherty	7.2	846173	North Ridge Country Club	M	77 (68.8/124/72)	

6. Submit Match Results: [Click: COMPLETED in the bottom right corner]

The screenshot shows the Golf Genius website interface for managing a round. The browser address bar displays the URL: <https://www.golfgenius.com/leagues/232168/rounds/731761/scorecards>. The navigation menu includes EVENT, GOLFERS, CALENDAR, ROUNDS, and APPS. The current page is titled "Enter Scores" for the round "North Ridge CC vs Brier Creek (Thu, July 29)".

The interface is divided into three main sections:

- SELECT A ROUND:** A dropdown menu showing "North Ridge CC vs Brier Creek (Thu, July 29)".
- ROUND CHECKLIST:** A list of tasks with checkboxes, all of which are checked:
 - Pairings Created
 - Course(s) and Tees Set
 - Tournaments Defined
 - Scores Entered
 - Leaderboard Created
- PAIRINGS & SCORING:** A list of actions including:
 - Round Divisions / Flights / Teams
 - Edit Tee Sheet
 - Tournaments
 - Print Scorecards
 - Enter Hole-by-Hole Scores
 - Edit Match Play Pairings
 - Enter Match Results
 - Post Scores to GHIN - See Posting Results
 - Group View
 - Display Leaderboard - TV Shows
- PROFILE & REPORTS:** A list of reports and settings:
 - Round Profile
 - Report Center - Community Reports
 - Handicap Analysis - Pre-Play Audit
 - Pace of Play
 - Mobile App Stations
 - Show Pairings in Event Portal (YES)
 - Enable Digital Scorecards (NO)
 - Enable Mobile Score Entry (YES)
 - Enable Walking Score (NO)
 - Show Results in Event Portal (YES)
- ROUND STATUS:** A section at the bottom right with three buttons: "Not Started", "In Progress", and "Completed". A blue arrow points to the "Completed" button.

The bottom of the page shows a Windows taskbar with the date and time: 4:32 PM, 3/27/2022.

YOU ARE DONE!