WEST POINT GOLF CLUB

USING THE GOLFSOFTWARE PROGRAM FOR THE DRAW AND SCORING

The new software is made up of 3 modules - Handicap, Tournament and Player Portal. Note that the Handicap module and the Tournament module have separate data bases. The developers say this is because not all clubs use both modules. WPGC does and happily, the modules talk to each other.

1   HANDICAP MODULE

a) It tracks member handicaps. It replaces ehandicap which we were using previously.

b) Handicaps are calculated directly from scores entered. The Captain's Table enters scores for all club games. Members must input non-club scores themselves.

c) It publishes the handicap data automatically.

d) Handicap information is pulled into the Tournament module, so handicaps are always up to date.

e) It stores all course slopes and ratings off the various tees. Slopes and ratings are pulled into the Tournament Module.

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f) It is the data base the Membership Director uses to update our roster. Member names are pulled into the Tournament Module from the roster.

2   TOURNAMENT MODULE

a) Controls all event information:
b) Depository of member's tournament defaults
c) Creation and posting of the Draw.
d) Scoring.
e) Posting of results.
f) Leaderboards.
g) Pulls membership data and course slopes and ratings from the Handicap data base on demand.

3   PLAYER PORTAL

a) Access for players to log in and sign up or to cancel requests to play.
b) Displays general club information.
c) Shows who has signed up to date.
d) Shows the final draw with pairings and tee times.

USING THE HANDICAP MODULE

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USING THE TOURNAMENT MODULE

Those identified as Administrators have access to the tournament module. These are the Club Captain, the Vice Captain – Draw, the Vice Captain – Scoring, and the Director – Membership.

When you log in and select "Tournament Manager" you get something like the screen below. It shows some aspect of the last tournament that has been loaded into the system. The important part is the drop-down menu, obtained by clicking on the image of the golfer in the top left corner of the screen.

The drop-down menu:

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Let's go through the selections one by one.

PLAYERS

This is the link to the Tournament roster. A lot of information in the roster has come from the Handicap database. When you click on a member's name, the first screen one sees contains the data from the Handicap system. We are interested in the second tab on the screen, "tournament defaults" (screen shot below), which is where tournament specifics are stored. All data on this screen, except the handicap, can be managed by the Vice Captain-Draw to suit the specifics of a tournament. Most are self-explanatory. Flight is A, B or C. Tee Group is 1 for white, 2 for red. Group text is the regular Playing Group, if any. A tick in "reserve cart" and a Y in "Cart" will indicate a member wishing to cart share. There is an option to record a player's tee time preference: early, middle or late. The club prefers to avoid this except in unusual circumstances (travel, family issues).

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Almost all screens have a separate drop-down menu on the top right. This drop-down menu icon is 3 parallel lines. The developers call it a "hamburger menu". I suppose if you squint, it looks like a hamburger. You click on the hamburger to open the menu. Screen shot below.

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The information in the hamburger menu is specific to the screen it is attached to. "Players" is where you transfer members over from the Handicap module from time to time ("Copy Players From Handicap System" in the hamburger menu). You should do it before you do each draw as it is the first step in updating all the handicaps to their current values. Second step is described under "Sign-up", below. Note that when you do this DO NOT tick the option "Copy Miscellaneous Items". It will wipe out all the saved data in the Tournament Default file.

TOURNAMENTS

This selection is where the draw is performed. It has its own drop-down menu, again obtained by clicking on the image of the golfer in the top left corner of the screen. The selections are: Manage/Load Tournament, Parameters, Player Access, Sign-up, Manage, Reports, Scores, Results, Finalize. The last 3 items are used by the Vice-Captain Scoring and do not concern us here.

Manage/Load Tournaments.

Click on this and select "Load Tournament" for the tournament you wish to load for draw.

If you click on the tournament name, you can edit: the name, the description, the start date, whether it should show on the players portal (almost always yes, or else no one can sign up), and whether it is to be included in the leaderboard results. Clicking on "load tournament" makes it the active tournament

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for the draw. The tournament should not be loaded until after sign up cutoff, as the players who are signed up come over with the tournament.

Parameters

Here is where you set the operating information for the draw. This includes: number of holes (always 18), number of rounds (usually 1, but note we have 4 or 5 multi round fixtures), play in foursomes or twosomes, number of flights (usually 3), number of tees (usually 2), number of foursomes or twosomes. Set this last number at 20 for foursomes or 40 for twosomes, as we get space for 80 players from the Parks Board. If there are too few players for the number set, there will be blank tee times (which are easily removed). More complicated, if there are too few tee times, say 8 for a two-some tournament, sign up will be cut as soon as 16 members have signed up. You can also edit the course data. Most of this course data comes in automatically, along with the course name. Screen shot below.

Player Access

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This screen defines what members will see when they log in to sign up for a tournament. The Details tab is where you can add notes about the tournament that will appear in the signup portal. Sign-up is where you set the start and cutoff times for signing up. As well you can define if players signup to a list (we almost always use this) or sign up to a specific tee time. Pairings defines what information they will see in the portal after the draw is done. Under "signup" is a log ("view signup log"). This is where you can see who has signed up and subsequently cancelled. However, once the signup cutoff date has been reached, players cannot cancel on line and will have to email you.

Sign up Players

The tab opens the roster and you can manually add and delete players from the tournament list. This is seldom used as players almost always sign themselves up. This is also where you do the second part of updating tournament player indices. "Recopy players indices from roster" in the hamburger menu.

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Manage

This is the heart of the draw system. The "hamburger menu" in the top right is key to putting the draw together.

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When you load a tournament the above screen shot is what you see.

Sort Teams or Players

Does precisely that – you can sort individual players or teams as you see fit.

Flight Players Automatically

The program will sort players by flight (we have 3 – A, B and C) in any combination you select. You also have the option to simply divide the field in 3, by index.

Build Foursomes Automatically
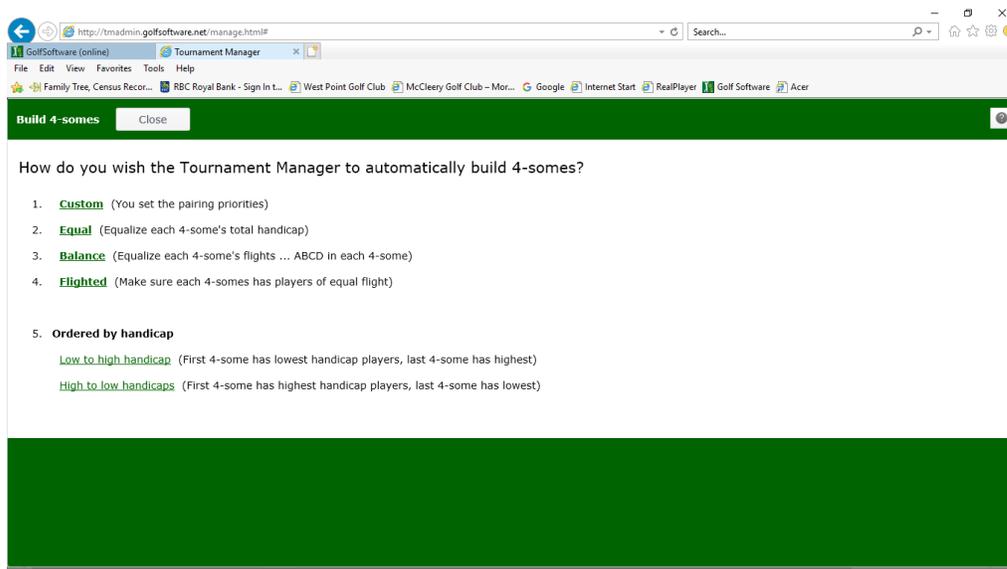
This is where the draw is built. Unless you elect to build 4-somes manually (more on that later) this is where you set the parameters for the program to do the draw. There are 4 selections, Custom, Equal, Balanced, Flighted. They all have sub menus where you can refine your draw. The sub menu for "Custom" is shown below.

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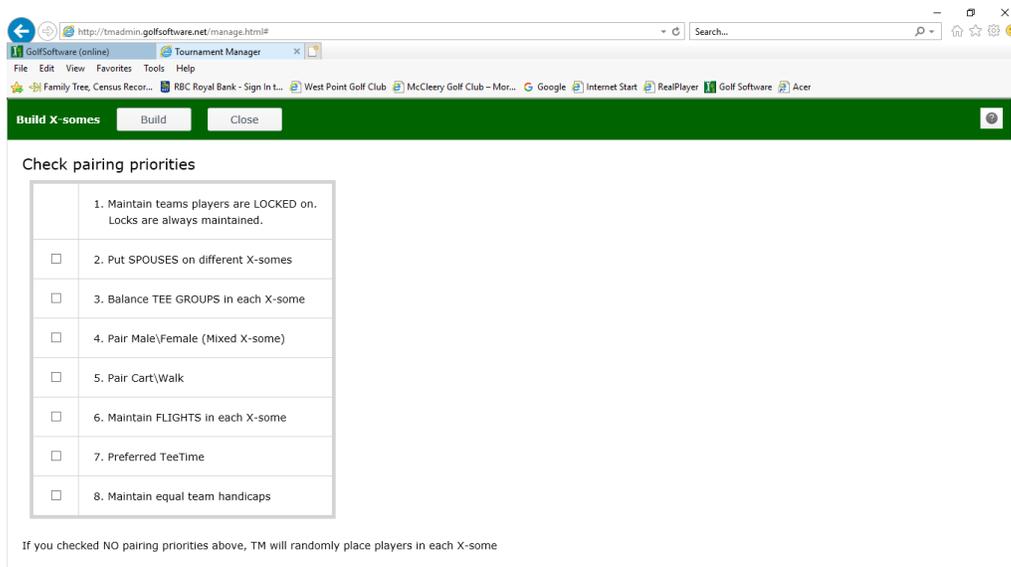
Pair/Cart Walk will pair up cart shares automatically. Maintain Equal Team Handicaps will create a draw with team handicaps as close to equal as possible. Useful for the Palcutta and other events where equalizing teams in important. The draw is done and posted to the Player Portal when "Build" is selected at the top of the screen.

There is a note at the top of this screen that says "Maintain teams players are LOCKED on. Locks are always maintained." Locking players is useful when you want to force the program to put certain players in the same group. This is done by selecting the players you wish to lock, by ticking the box next to their names. A yellow pencil icon will appear in the top left below the golfer icon. Click on that, select what team number they should be locked to, click the Lock on Team box and close. They will move to the selected team and their names will turn red, indicating they are locked. Note that the club has regular Playing Groups of 2,3 or 4 players who like to play together on days where the draw is marked "regular" in the fixture book. These Playing Groups must be assigned to tee times manually to keep the members together. This is explained in the next section.

Manual Draw

One can do the draw manually without much effort. Just select a player, click on their name and lock them to a team as described above. They will be put into that team when the draw is built. The details for putting Playing Groups in the same tee time is as follows:

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1. Change view from Teams and Players to Players only.
2. Click little black triangle nest to column header, "Player," until the triangle disappears. Note – the system only sorts the column with the black triangle in it.
3. Click Group Text once to make sort triangle appear pointing downward. The Group Text has the Playing Group number. This will sort the players in order by Playing Group.
4. Place a check mark in boxes to the far left for each player that has the same Group Text.
5. Click on the yellow pencil top left to assign all players to the same team number and "Lock" players onto that team.
6. Repeat Steps 6 and 7 until all of your "Playing Group" players are assigned and locked on a team.
7. Go to 3-bar menu and select "Build 4-somes automatically."
8. Select your preferred option. Note: locked players should remain on the team on which they are locked. If they didn't, reassign them manually.

This same process works well for replacing a cancelled player.

Set Tee Times

This screen (see below) sets the interval time (9 minutes for the 3 City of Vancouver courses) as well as the start time for the tournament. The initial tee time may have to be input manually. Clicking "auto fill" will automatically fill in all the others based on the interval time set.

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Tee times for teams can be easily changed after the draw is done, click on the team name. A drop down box "Swap Teams" will appear in the upper right. Swap as required.
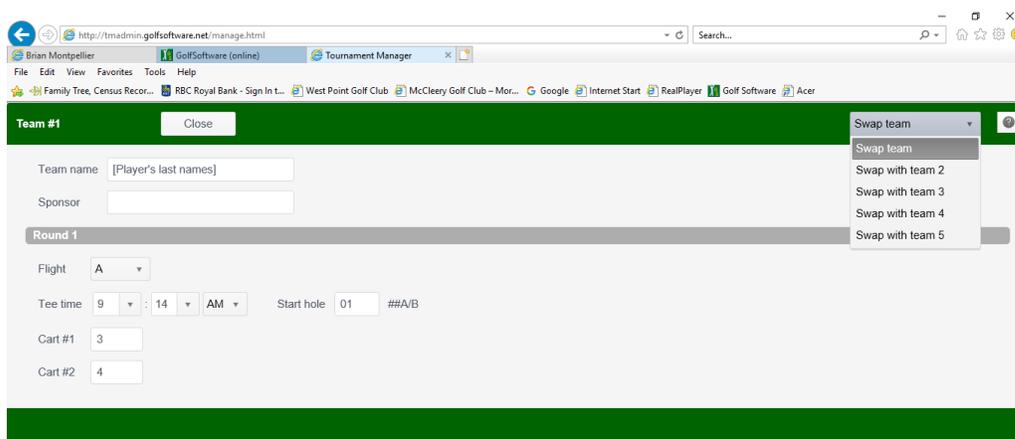
Flight Teams Automatically

This is not used often in our tournaments but will flight teams of 2 or 4 players by handicap.

Publish Current View

This is useful to produce a pdf of the draw for anyone who does not have access to our Player Portal. A pdf can be printed, scanned and email to the pro shop so they can put the player names and tee times into the Parks Board computer system.

Send emails

Once the draw is built, the program can send an email to all participants. Click the box marked GSID on the top left of the draw screen. A mail icon will open above it. Click on it, add your message and it will automatically email all participants. It is a useful way to let members know the draw has been posted or to pass on specifics about the tournament. To email certain players, just tick the box next to their names. To email a single player just double click their name in the roster and click on the email box.

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USING THE SCORING FEATURES