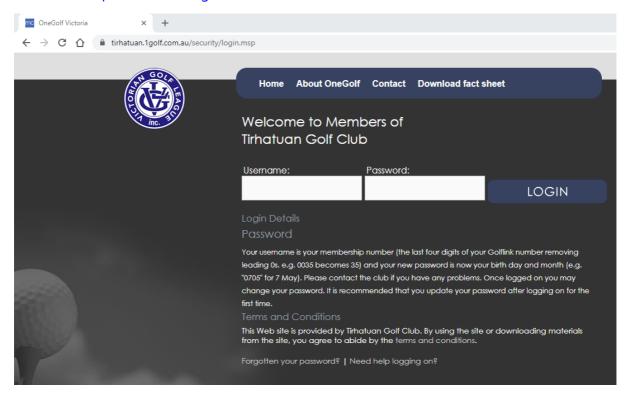
Instructions for Online Booking with OneGolf

Website :- https://tirhatuan.1golf.com.au/



Username:- the same Member Number you use to register & print a scorecard

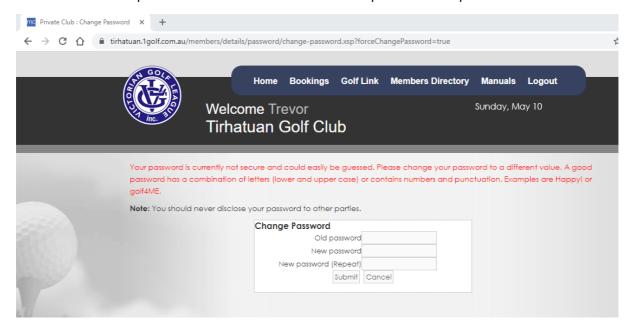
Password :- default password is 0101 or Golf3178

(you will be asked if you want to change this the first time you log in, and your password can be changed anytime afterwards with details to follow)

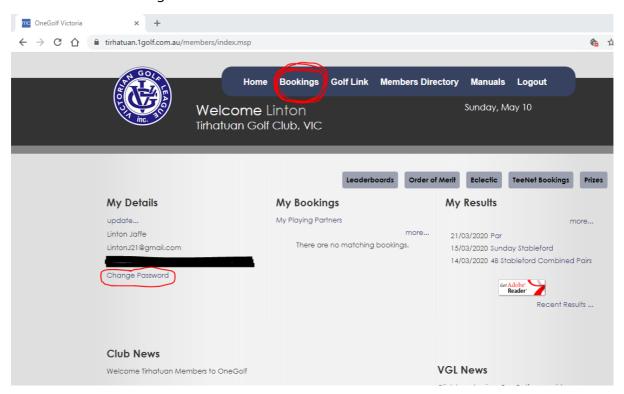
If neither default password works and you are having trouble logging in, please call Linton Jaffe 0419 362 963, Graeme McAliece 0402 883 391 or Richard Milland 0419 318 727

If Tirhatuan is not your Home Club and you do not know your Member Number (usually 3 digits), you will receive a separate email with your Member Number.

Once Logged in for the first time, you will see the below message to change your password. Either enter a new password and click Submit or to keep the current password click Cancel

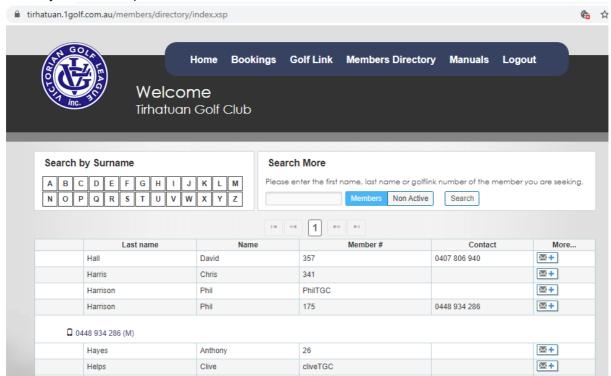


The Member Home Page looks like this

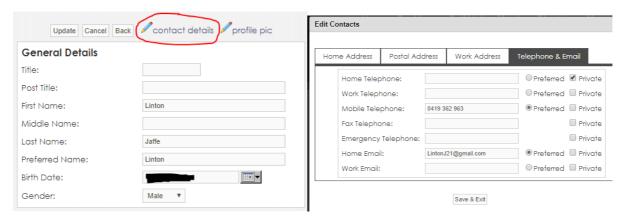


If you wish to change your password, there is the option underneath "My Details".

There are useful options from this Home Page including access to the Member's Directory where you can find phone numbers of all members.



Under "My Details" you can edit your details including phone number and email address and set them to be private if you wish.



You can also check your GolfLink Handicap, Leaderboards, Past Results, Prizes (Points Account), etc

Online Bookings

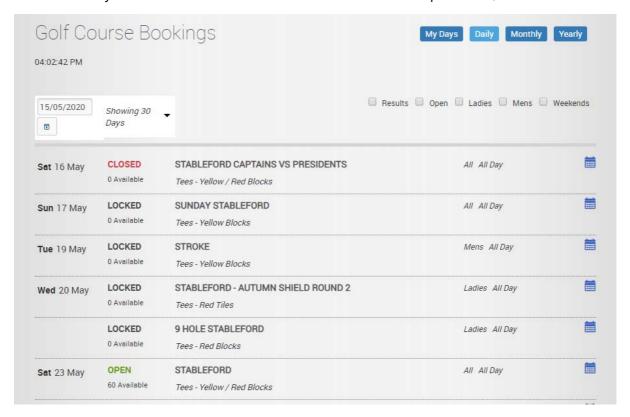
We will <u>open</u> online bookings 1 week and 1 day in advance at 12 noon, that is booking for a Saturday will open on the Friday the week before, a Monday the week before for Tuesday comps and the Tuesday the week before for Wednesday comps (if the Wed Ladies decide to use online bookings). This is the same practice as most other clubs as is similar to our current practice of booking for next week before playing that day (and saves everyone from having to wake up at 5am on a golf day to book for the following week).

We will <u>close</u> online bookings at 7 pm two days before the competition (Thurs night for Saturday, Sun night for Tuesday, Mon night for Wednesday). This will allow us to email a copy of the Timesheet to the Pro-Shop so that they have it the day before the competition and can print it out ready for the next day. Any changes to the timesheet after the 7pm closing time will need to be made by phoning the Pro-Shop (the next morning onwards).

Making a Booking

Select the Bookings heading at the top of the Home Page (see earlier image).

You will see a list of dates and events. If the Time Sheet is available for bookings you will see the word **OPEN** next to the date and underneath the number of slots available. **CLOSED** indicates that you cannot book online and must call the Pro-Shop to book, move or cancel.



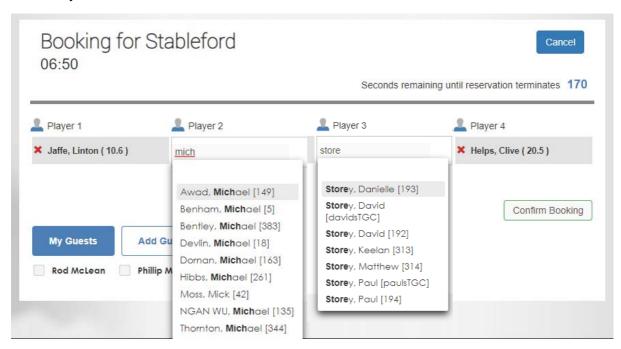
Click on an OPEN event to see available tee times and book a spot.



You have two choices here, Click on BOOK ME to book just yourself into any available spot, as below (click the RED X to cancel your booking)



The other option is to Click on BOOK GROUP to make a booking for yourself and your playing partners. Your name is automatically entered and the other empty slots are available for you to add playing partners. To do so, starting typing a first or last name and click on the member you desire.



You can also add guests using the Add Guest button. Once complete, click on Confirm Booking to accept. Note also the time limit in the upper right corner.

A completed booking then looks like this.



Each playing partner you booked can log in and delete their own booking and re-book a for a different time but they cannot change the other members of the group.

Regular playing partners can be set up from the Home Page if you so wish.

NOTE – you still need to use the Kiosk PC in the Spike Room to register for the competition/s of the day and to print a scorecard. Anyone who booked the day before through the Pro-Shop will be added to the online time sheet at the same time.