# GolfLink Competition Entry Details

## Procedure Prior to the Game

LOGIN to GolfLink http://tier1.golflink.com.au/home.aspx
USER NAME clubadmin31622
PASSWORD xxxxxxxxxxxxxxxxxx
* Note - the password is cancelled after 1000 days and needs to be reset.

- Hover over *Competition and CSS*
- LEFT CLICK *Create Competition*

Fill in

- Competition Type Normal
- Score Type Stableford
- Date select
- Time select
- Handicaps Mens
- Club Players will be at 31622 Leave as is

**Find Club**

LEFT CLICK on Find Club

- New window opens
- Association Golf Victoria (from drop down menu)
- Club Select (from drop down menu)
- OK (Window returns to main window)
- Course Select (from drop down menu )
- Competition No. Ignore
- Competition Name Enter Details e.g. Waverley 20145
- Handicap Boxes Fill in A = 18 B= 25 C = 36

**Save the competition to Golflink Server**

- LEFT CLICK *Save Competition* (Competition is saved on the Golf Link Server)

**Enter the Competitors**

- LEFT CLICK *Load Entrants* (A list of all VVGA members will appear on the screen)
- Tick Box (For entrants into the current competition)
- LEFT CLICK *Add Entrants* (This button is at top of player list)
  (This will save the entrants onto the server)

**Logoff from site**

## Procedure After the Game

To enter scores after game

- Logon to Tier 1 http://tier1.golflink.com.au/home.aspx
- LEFT CLICK *Competition & CSS*
- LOC Search ( Fill in search details date location etc)
- Event Listing on screen
- Choose appropriate event (DC on date)
- Enter *Competition Scores*
- LEFT CLICK *Save player and Score Data* (Very Important)

To Update Results on Golflink Site

- Logon to Tier One
- LEFT CLICK *Competition & CSS*
- LOC Search (Fill in search details date location etc)
- Event Listing on screen
- Choose appropriate event (DC on date)
- LEFT CLICK *Daily Register of Comp and Batches*
- Select Location from Drop down box (trial and error)

Note If an error is made one can unprocess the whole file by

- LEFT CLICK *Unprocess all*

Note Need to sort this out

- If a competition player is not a Golflink/VVGA member add them to the competition by
- LEFT CLICK If not a golf link player (This allows entry on non-golf link players)