PPG Competition Setup

This document walks the reader through the steps in creating a new single or multi-round competition.

Select **Competitions**, from the calendar click the **NEW ⊕** on the day in question or select the **New...** button top left.

The Competition Setup – (New) page loads, enter a **Name** for the competition, the competition type is not essential as the @ Leaderboard show's this separately to the right side of the display.

Name	MPower Classic Singles

Select the **Gender** for the competition, if the competition has no divisions or both genders will be playing in the same divisions **Both** can be used, otherwise build separate **Men** and **Women** competitions.

Select the **Type** of either 18 Hole or 9 Hole, then select the required competition/s that are required from the **Competition Types**, the Search box can be used to filter the competition types.

A compatible team competition can be selected in conjunction with a singles event if there are no divisions in place for the singles event, otherwise a separate no divisions team event should be built.

If the ![NEW] option was used the **Rounds** will show the selected Date, the Start & End time's default from 6 am to 1 pm, i.e. a player on a 5:59 am timeslot would not be eligible, adjust if necessary.

If it is a multi-round event select Add Round and enter the details for the subsequent rounds, there are also Round Options then available, club championships and eclectics etc. are setup in this way.

*Note: - with a 27-hole event the competition type would be 9 Hole with 3 Rounds off the relevant 9 hole GA markers i.e. 1-9, 10-18, 1-9, click the **Padlock** to unlock so you can stagger the times for the 3 rounds, set "Use same markers across all Rounds and Divisions?" to **No** then select the relevant 9 hole GA markers.*

If **Divisions** are required select Add Division, the default is GA Handicap but the preferred Daily Handicap option is available.

Note: - There is no need to build one division, just leave set with no divisions.

It is suggested a From **Handicap** of at least **+5** be set to account for ultra-low GA handicap players.

To **Handicap** should be set at **45** for men and **54** for women, i.e. +9.

Note: - this is to allow daily handicap slope rating system calculations to occur in the background, men and women will still play off their respective maximum "Daily Handicaps" of 36 and 45 respectively.

Depending on the **Gender** selected earlier the relevant **Marker/s** needs to be selected, leaving as "Default Marker" will use the defaults set in **Settings** > **Marker Defaults** if set.

Note: - it is essential that the correct marker be selected prior to card printing, otherwise new cards will need to be generated off the correct marker if changed.

In **Eligibility** to allow visitors tick Golflink Visitors, to allow international visitors or non GL PGA players tick Non-Golflink Visitors.

Note: - use Create Player on the Timesheet and enter a relevant First Name: {Greg} Last Name: {Norman} and GA Handicap: {0.0} for any Non-Golflink Visitors which will allow competition entry and card printing.

Untick Show on **Leaderboard** if necessary.

In **Entry** enter the required Home Member Fee: and Visitor Fee: tick Entry Fee includes Green Fee if the Visitor Fee: is inclusive, otherwise Green Fees will apply in addition to the Visitor Fee on registration.

If all eligible players will be playing in the competition ticking Automatic entry saves time when registering and printing cards on the day of play as the competition is already ticked if eligible.

In **Recur** tick Is this a recurring competition? if you wish this competition to re-occur as a single round competition on a weekly or fortnightly basis.

Note: - it is advised that you run a competition once to ensure you have the correct settings before bulk building competitions into the future as once created they need to be edited individually.

When completed select

PPG Competition Maintenance

Aspects of the competition can be edited once a competition has been setup, even on the day of play with scores returned.

Select **Competitions**, then from the calendar select the competition in question.

From the Competition's Dashboard select -> Competition Setup

The **Name** can be adjusted to tweak the Leaderboard display, the competition **Type/s** can be added to or removed from, as can **Divisions**, in both cases results will be re-calculated when changes are saved.

Note: - if deleting a division select Save Changes before adjusting the remaining From and To handicaps.

When finished select

From the competitions **Dashboard** you can also use → Copy Competition, this can save time as the gender, competition type, divisions, markers, and entry fees etc. are already set.

Adjust the **Rounds** Date, when finished select

Note: - Use the Delete option to remove a wrongly setup unneeded competition so it is not displayed in the member's online portal.