

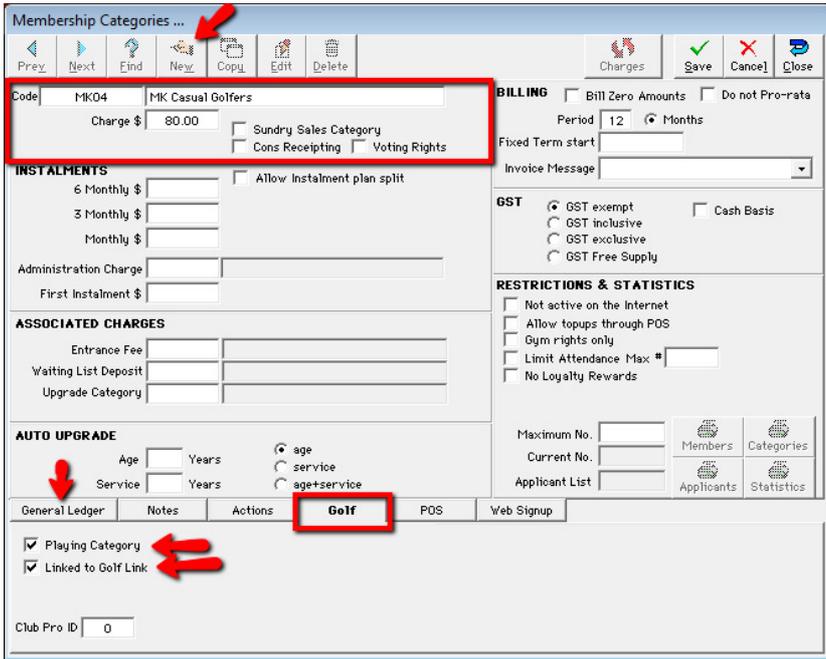
Adding Member Categories into Powergolf when using PPG

As your members sit within the PowerGolf 7 (PG7) membership system, information from PG7 needs to communicate through to the PowerPlus Golf (PPG) system. This is so Golf related settings can be applied within PowerPlus Golf which is the system you are using for Competitions and Timesheets.

1. In PG7, go to Membership > Membership Categories
2. Click on 'New' and enter in relevant codes, descriptions, charges into the main part of the screen and in the General Ledger tab across the bottom (if running Micropower General Ledger)
3. When you get to the Golf tab, you need to decide what rights you want to give these Members.

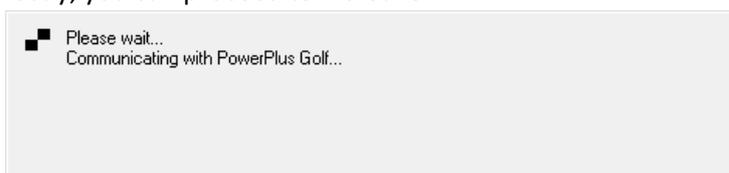
a. If it is purely for Social members that have no link to Golf at all, you will not need to touch anything within the Golf tab

b. If this category is going to have members which have 'Golf Rights', you will need to select the category to be 'Golf Link Active' by ticking the box. IT IS VERY IMPORTANT YOU HAVE THESE SETTINGS RIGHT BEFORE CLICKING SAVE.

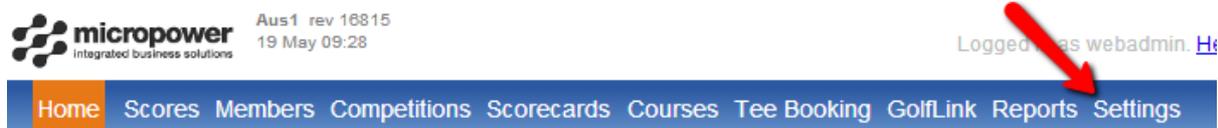


The screenshot shows the 'Membership Categories' form. The 'Code' field contains 'MK04' and the 'Charge \$' field contains '80.00'. The 'Golf' tab is selected in the bottom navigation bar. The 'Playing Category' and 'Linked to Golf Link' checkboxes are checked. The 'Golf' tab is highlighted with a red box, and red arrows point to the checked checkboxes.

4. When you believe the category is setup correctly, you can proceed to hit 'Save'.
5. A box should pop-up saying 'Communicating to PowerPlus Golf'. This means the category is in the process of uploading to the PPG system.
6. Once you have finished going through the Account Type prompts within PG7, the category should now be there and Member can be assigned to it.
7. To setup the Golf components of the category so members belonging to this category can make bookings etc, you will need to log into PPG by going to <http://live.micropower.com.au>



- Once you have logged in using your Club ID and credentials, please click on 'Settings' in the Navigation Menu.



- Then click on 'Categories'

Settings

General Settings

Club Settings

Contact details, address information and email addresses for South Lakes GC.

Users

Control South Lakes GC staff member access to DotGolf Live.

Membership Settings

Categories

Control category limits (playing rights) for your membership categories. Specify membership subscription amounts for each category.

- You will need to 'Select a Category' from the drop down box. Look for the one you have just added.

Maintain Categories

Working with Categories

This is where you administer your membership categories.

For full instructions on membership administration, please see the [User Manual](#).

Select Category:

-- Select a Category --

Name:

Description:



11. Once you have selected the Category from the list, you will be shown the current settings for that Category. At a minimum for members in this category to be able to book, you will need to setup playing times for them which is done in the 'Valid Days & Times' area. Once you are done, you can click 'Save Changes'.

Select Category:

Name:

Description:

Full playing category

Non-playing category

Category Limits

Valid Date Range: From to

Max No of Rounds per Year:

Allow Play Outside Category Limits

Always Charge Visitor Green Fees

Rule for Public Holidays:

Valid Days & Times:

Day:

From: :

To: :

[Weekdays Only](#)

[Weekends Only](#)

[All times](#)

[Remove All](#)

12. The category implementation is now complete.

