

# Golf Genius Training for The Hills Country Club

## Lesson 4 - Setting Up Teams/Flights/Pairings/Tournaments

The purpose of this document is to train League/Event managers on the use of Golf Genius to

- [Set up Pairings](#) for a Round
- [Set up Teams](#) for a Round
  - Understand the difference between Teams for a Round and teams for a multi-round tournament
  - Understand how to set up Teams Manually and automatically
- Set up Flights for a Round
  - [Player Flights](#)
  - [Flights by Team](#)
- [Set up Pairings](#)
- [Set up Tournaments](#)
  - [Gross/Net Bias Tournament](#)
  - [2x2 Scramble Team Tournament](#)
  - [Stableford](#)

**Exercise 1:** Add enough players to your roster to have at least 8 players

- 1) Go to Golfers / Import Golfers from Master Roster - add enough players to have at least 8 in your league (there is no need to register them since they may not need to use your portal)
- 2) Edit each member and edit Custom Fields to add a tee box to the field "Tee-Hills CC"

**Exercise 2:** Using Round 1 (Individual Low Gross/Net game) setup flights based on index, and then setup pairings 1st based on Random, then ending with pairings based on flight & index then rearrange based on tee box

- 1) Go to Round/[Manage Player Roster](#) to ensure at least eight people are signed up for the Round
  - Note that when a manager assigned players to the Round Roster that no email confirmation is sent to the players
  - Observe how your portal shows the players assigned to the Round under Calendar +/- Tee Sheets

- 2) Set up Flights:
  - Go to Rounds / Rounds/Divisions/Flights/Teams
  - Select Manage Flighted Golfers
  - Add New Flights - Auto Fill Flights - Flight by Handicap Index - Number of Flights - 2
- 3) Setup Pairings based on No Flights & Random
  - Go to Rounds / Create New Pairings
  - Select Pairings based on No Flights - Random - Create
  - Observe how Golf Genius puts them into pairings
- 4) Setup Pairings based on Flights & Index
  - Go to Rounds / Create New Pairings
  - Select Pairing based on Flights - Index - Create
  - Observe how Golf Genius put then into pairings
  - Now rearrange the pairings based on Tee box
- 5) Setup Pairings based on Flights & Index & Tee Box
  - Go to Rounds / Create New Pairings
  - Select Pairing based on Tee Box (Custom Field) Create
  - Observe how Golf Genius put then into pairings
- 6) While in the Pairings window, try out all the buttons below the pairings to move, swap....add, remove players
- 7) Setup Tee Time/Shotgun and Course & Tee - Save Pairings
- 8) Set "Show Pairings in Portal" to Yes
- 9) Observe how your portal shows the players assigned to the Round under Calendar+/Tee Sheets

**Exercise 3:** Using Round 2 (Team Scramble) Create Teams, Create Flights based on Team Index, Setup Pairings based on Teams & Team Index

- 1) Sign yourself up for the round with a teammate
- 2) Go to Round/[Manage Player Roster](#) to ensure at least eight people are signed up for the Round
- 3) View the Round Player Roster Log to view the history of sign-ups
  - Note what the log looks like when a player is added as a team vs. when a player is added manually by the manager (This is the only log that will tell you who signed up with who.)
- 4) Under Rounds / Divisions/Flights/Teams - Create four teams at the Round Level
  - Assume players signed up as a team
  - Show how to setup teams automatically
- 5) Create Flights based on Team Index
- 6) Set up Pairings based on teams & Team Index

- 7) Discuss the difference between teams for a round and teams for mult-round tournaments

**Exercise 4:** Setup Tournament for Round 1 (individual Gross/Net)

**Exercise 5:** Setup Tournament for Round 2 (2x2 Scramble)

**Exercise 6:** Setup Tournament for Round 3 (Individual Stableford)