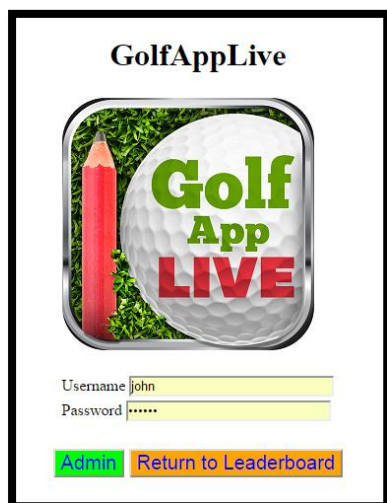




GolfAppLive Quick Admin Guide

Admin Login



GolfAppLive

Username john

Password

Admin Return to Leaderboard

To login to admin, point your browser to the **xxxxxx.golfapplive.com/login** web address.

xxxxxx is your allocated club name, also used to login to the App.

Enter your username (e.g. "ProShop") and password.

Then click the **Admin** button to access the admin menu.

The **Return to Leaderboard** button will display the current leaderboard.

Click **Admin Menu** to display the system admin. (only available if logged in as an Administrator)

Click **App Guide** to view a comprehensive guide to using the App.

Click **Menu Guide** to view a comprehensive guide to using this admin menu.

Click **Competition Setup** to create a new competition.

Click **ProShop** to quickly add a new group for up to four players.

Click **Society** to quickly add multiple groups.

Click **Order of Play** to review the playing groups and print off score cards.

Click **Email Passcodes** to email each player with details of their playing group and the login passcode.

Click **Competition Archive** to save results.

Click **Email Result** to email each player with the full results of the competition.

Click **Finish Competition** to close off a competition so that no scores can be added or changed.

Click **Remove Competition** to remove all scores, groups, rounds and competition. (Archive first!)

Click **Show Live Leaderboards** to return to the live leaderboard display screen.





GolfAppLive Quick Admin Guide

ProShop Screen

Use this screen to quickly enter a new group.

First select the **Course** they will be playing.

Then select a main **Leaderboard**. You can also add up to three more sub-leaderboards.

Optionally you can also enter the **Players** details i.e name, handicap, email, team and tee.

(If you don't then these will be prompted for within the App when first logging in)

Add a **Tee Name** as you wish to identify this by.

Select **Match Play** only if you are using a match play leaderboard in the competition.

Select the **Starting Hole** for the App to start scoring from.

Select **Show Stableford** if you wish the stableford points to be shown within the App.

Then select any holes that you wish to set for **Nearest The Pin** and **Longest Drive**.

Click **Add Competition** to create this new tee time group, passcode will be displayed.

Use this screen to quickly enter multiple groups.

As above, select **Course** and **Leaderboard(s)**.

Then enter the number of **Players** in this society.

Select the **Group Size** from the drop down list.

(i.e. if you enter 24 players with a group size of 3 this will create 8 tee times)

Player details will be prompted for within the App when first logging in for each group.

Remaining options as above.

Click **Add Competition** to create these new tee time groups, passcodes will be displayed.

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