

League Manager

League Manager Overview	1
The League Manager Screen.....	1
Starting Up a League	2
Running An Event	5
Individual Leagues (1 man teams).....	5
Team Leagues (2,3,4 man teams)	6
Team Leagues (5,6,7...12 man teams).....	7
Entering League Information	8
Entering Courses.....	8
Entering Player Information.....	10
Entering Team Information.....	13
Entering Scorecards	14
Entering Scores Manually (No Scorecard)	14
Setting up your League	15
Automatic League Scheduler.....	15
Manual League Scheduler	17
Handicap Calculation Parameters	18
Handicap Examples	22
Exact USGA formula.	24
Applying strokes on the scorecard.....	25
Point Calculation Parameters.....	27
PLAYER versus PLAYER	27
TEAM versus TEAM	29
PLAYER versus COURSE	32
Players\Teams versus Entire Field.....	33
Other Parameters \ Points	34
Performing League Functions	35
Opening \ Creating a league.....	35
Pairing Teams	35
Setting course(s) to play	35
Setting Tee Times	36
Player pairing order on a team	36
Flighting Players	37
Swapping players onto other teams	38
Making a Player Inactive.....	38
Changing the number of substitutes	38
Making Substitutions.....	39
Changing the number of teams	41
Changing the number of events	41
Calculating handicaps \ points	41
Changing the league \ sponsor name	41
Reports	42
Standard, Text Style, and Custom reports.....	42

Viewing\Printing a report.....	42
Report Setup.....	43
Custom Reports and Views	44
Creating a Custom Report\View Layout.....	44
Building a New Report Layout.....	45
Using Report Layouts.....	47
Custom Report Items.....	50
Transfer Utilities	53
Transferring players between leagues (Start new season)	53
Repair League Manager Data files	53
Frequently Asked Questions	54
How does the program calculate handicaps?	54
Rainout	54
Split season.....	54
Replace a player that has dropped out of the league	54

League Manager Overview

The League Manager Screen

	F	S	Player	Hcp	AGS	Score	Evt 2 Points	P	B	E	Putts	Total Points	Versus Team	Home Phone	Work Phone
1 TEAM 1															
Sub	A	X	SHADE, Paul <>Sub#6 VOGT, Stua	6.30			0.00					4.00		622-2959	
	C		SDWAR, Joseph	10.80	51	51	5.00	1				10.00		938-0046	
	B	X	WISENBAUGH, Tom	9.00	58	62	2.00					8.00		938-4323	
	D	X	SAVIA, Simone	11.70	49	49	4.00	2				9.00		938-7300	
2 TEAM 2															
	A	X	GLDOTT, Patrick	6.30	44	44	3.50	2	1			9.00		321-8425	
Sub	B	X	WOOD, James <>Sub#7 GRANGEF	7.20			0.00					4.50		278-8237	
	C		KOHNE, Luther	10.80	50	50	7.00	3				7.00		591-3973	
	D	X	DOW, Charles	12.60	52	52	5.00	1				8.50		385-8267	
3 TEAM 3															
	A	X	JENTSCH, Robert	0.90	39	39	5.50	5	1			9.50		764-2135	
	B		TANT, Clarence	5.40	44	44	6.00	1	2			8.00		273-5235	
Sub	C	X	DOUGHERTY, Jam <>Sub#8 KOWA	6.30			0.00					3.00		273-7391	
	D		MDAR, John	10.80	52	52	5.00	1				8.00		591-7940	
4 TEAM 4															
	A	X	HAWKES, George	6.30	44	44	4.50	2	2			9.50		978-3039	
	B	X	SEARS, James	6.30	44	44	5.00	4				10.00		938-6279	
Sub	C	X	APPELROUTH, Ro <>Sub#9 COBB	8.10			0.00					3.50		938-0777	
	D	X	POPE, Fletcher	9.00	49	51	3.50	1	2			3.50		356-6029	
5 TEAM 5															
	A	X	DAVIS, James	3.60	41	41	5.00	2	2			8.50		273-5083	
	B		ROUSE, Herbert	7.20	45	46	4.00	1	2			9.00		250-5758	221-4357

The LEAGUE MANAGER uses a typical Windows™ type interface.

The top line of the window shows the name of the league and division that is currently displayed. Beneath it is the menu bar with pull down menus, i.e. LEAGUE, EDIT, VIEW, REPORTS, TOOLS, SETUP and HELP. The menus contain various functions that are described in this manual. Team and player data for the specified event are displayed in the table. The handicap, adjusted gross score, gross score, points, par, birdies, eagles, and putts are displayed for each player in the above view. Various command buttons are available to change the current event, add substitutes, display scorecards, swap positions, etc. The buttons change appropriately depending upon whether a team or player is highlighted and the status of the player.

Starting Up a League

For those running LM for the first time, follow these steps to start a new league. If you don't understand a menu option, see the following pages of this manual for a detailed description.

Create a New League

1. Select "Create New League" from the LEAGUE menu. The "Open \ New League" form will appear. Click the [NEW League] button to create a new league. Type "9" if you are creating a nine hole league and "18" if it is an eighteen hole league.
2. The "Parameters for League" form will appear.
Fill in the necessary information. Use the TAB key to move around the form and click [OK] when finished.
 - ◆ LEAGUE NAME: The league name appears on the first line of each report.
 - ◆ LEAGUE SPONSOR: The league sponsor appears on the second line of page reports.
 - ◆ NUMBER OF SUBS IN LEAGUE: The number of substitutes can be any number between 0 and 99. The number of subs can be changed at any time.
 - ◆ NUMBER OF PLAYERS PER TEAM: You can have from 1 to 12 players per team. Once set, the number of players per team cannot be changed. (This is the only parameter that cannot be changed once a league has been created.)
Note: Individual leagues that play head to head match play...should enter one player per team.
Note: If you have an individual league that plays against the course or field you can enter any number of players per team. The team a player is on is irrelevant (ignored) since you will only print out individual standings.
 - ◆ NUMBER OF TEAMS: The number of teams can be any even number between 2 and 100.
The number of teams can be changed at any time.
Note: Individual leagues...the number of teams can represent the number of players in your league.
Note: The number of teams must be even. If you have an odd number of teams, one team will act as a bye or as a ghost team.
 - ◆ NUMBER OF EVENTS FOR THE SEASON: You can have 1 to 50 events per season. The number of events can be changed at any time.

Click the [OK] button to create the new league. Click [CANCEL] or press ESC to cancel.

3. IS YOUR LEAGUE SEPARATED INTO DIVISIONS?
LM supports two types of divisions:
 - A. "Baseball" type divisions. This is for leagues that do NOT have inter divisional play.
Each division acts like a separate league. However divisions do **share the same substitutes in common**. This means a substitute can play in any division. If your league has these type of "Baseball" style divisions, click the [NEW DIVISION] button and repeat step 2 for each division.
 - B. "Football" type divisions. This is for leagues that have teams playing inter-divisionally. DO NOT create any new divisions!
You will only have one division, which you will later break up into separate groups. The terminology LM uses for "football" type divisions are called GROUPS. The group/division each team is on will be specified on the TEAM form. See Entering Team Information on page 13 for more information.
4. LOAD THE LEAGUE YOU JUST CREATED.
Select the league and click [LOAD] or double-click the league name.

Enter the Golf Course(s) your League will play on

1. Select "Course Library" from the SETUP menu.
2. The "Golf Course Library" form will appear.
3. Click the [NEW] button to add a new course. The "Add Course form" will appear.
4. Type in the name of the Course.
5. Highlight the tee(s) the men will play on, in the tee box, and click the [EDIT] button. The "Edit Tee" form will appear. Fill in all the information requested, ratings, slopes, yardage, pars, and hole handicaps. Click [OK] when done.
6. Highlight the tee(s) the ladies will play on, in the tee box, and click the [EDIT] button. Enter all information.

Notes: Courses can be accessed by any league you create and may be added at any time. Nine hole leagues can play on any number of 9 hole courses. Eighteen hole leagues can play any number of 18 hole courses. If you have men AND women in your league, enter both men and women's tees for any course your league will play on. LM requires full course information for

both men and women. It only takes a few minutes to enter the course information, and once done you never have to do it again. See Entering Courses on page 8 for more information.

Enter League Information

1. ENTER THE NAME OF EACH TEAM

By default team 1 is named "Team 1", team 2 is named "Team 2", etc... To name your teams something else:

- A. Double click your mouse on the appropriate team number or click the [EDIT TEAM] button.
- B. The "TEAM INFORMATION" form will appear.
- C. Type the team name.
- D. If you are running a league with "Football" style divisions, type the division\group number the team is on in the GROUP field.
- E. Press ENTER or ESC to exit the form.
See Entering Team Information on page 13 for more information.

2. ENTER EACH PLAYER'S INFORMATION

- A. Double click your mouse on the appropriate player space or click the [EDIT PLAYER] button.
- B. The "PLAYER INFORMATION" form will appear.
- C. Enter the information for each player. At minimum, enter each player's name and gender. The player's address, phone number, handicap, flight, practice scores, etc...are optional.
- D. If your membership has played practice rounds, or you have a history of scores for your players, enter these as practice scores to establish an initial handicap. See

Entering Player Information on page 10 for more information. Note: If you do not enter any practice scores LM does have an option to calculate an “Instantaneous Handicap”.

3. ADD SUBSTITUTES

- A. If you use substitutes, move to the SUBSTITUTES section at the very bottom of the list.
- B. Move to a blank position and double click to add/edit a substitute.

NOTE: The first five substitutes in the list are called the “GHOST SUBSTITUTES”. If no human substitute is available, the opposing player may play against a GHOST. If you are entering hole-by-hole scores you will want to customize the GHOST parameters. See Making Substitutions on page 39 for more information.

Set League Parameters

1. CUSTOMIZE THE LEAGUE SCHEDULE

To customize the league schedule, choose “Automatic Scheduling” from the SETUP menu. See Automatic League Scheduler on page 15 for information about setting up your schedule.

2. CUSTOMIZE HANDICAP CALCULATION PARAMETERS

To customize how handicapping is done, choose “Handicap Calculation Parameters” from the SETUP menu. See Handicap Calculation Parameters on page 18 for information about setting different calculation modes.

3. CUSTOMIZE POINT CALCULATION PARAMETERS

To customize point calculations, select the “Point Calculation Parameters” option from the “SETUP” menu. See Point Calculation Parameters on page 27 for detailed information.

4. CUSTOMIZE THE GHOST PARAMETERS

If you use substitutes, you may want to customize the “GHOST SUBSTITUTES”. Double click each “Ghost” player to edit its parameters. See Making Substitutions on page 39.

Print Reports

Click the [REPORTS] button . The REPORT FORM will appear.

Print the “Player Roster”, “Address Directory”, and/or any other reports.

See Reports on page 42 for more information.

Running An Event

Below is the procedure for holding a typical event.

Individual Leagues (1 man teams)

1. (Optional) If you are deviating from the automatic schedule, pair teams (players) for the event. Pull down the TOOLS menu and select "Team Pairing". See Manual League Scheduler on page 17.
2. Print the "Scorecards" or "Team Pairing Sheet" to report player pairings. Reports 1 and 2.
3. Play GOLF, and collect the scorecards.
4. (Optional) Add any substitutes that played for regular players. See Making Substitutions on page 39.
5. Enter each player's scorecard. See Entering Scorecards on page 14.
6. Print reports. Select the report(s) that best fit your league's needs. See Reports on page 42.

Report 3A1	Event Results 1
Report 3A2	Event Results 2
Report 4	Individual Standings
Report 5A	Skins Sheet
Report 6	Itemized Golfer info
Report 7	Itemized League info
Report 8	Course Results
Report 12	Ringer Report
Or any custom report	

7. When you have finished the event - Click the appropriate event tab to move to the next event.

Repeat this scenario for each event.

Team Leagues (2,3,4 man teams)

1. (Optional) If you are deviating from the automatic schedule, pair teams for the event. Pull down the TOOLS menu and select “Team Pairing”. See Manual League Scheduler on page 17.
2. (Optional) Pair players for the event. Pull down the TOOLS menu and select “Player Pairing for Team vs Team”. See “Player pairing order on a team” on page 36.
3. Print the “Scorecards” or “Team Pairing Sheet” to report player pairings. Reports 1 and 2
4. Play GOLF, and collect the scorecards.
5. (Optional) Add any substitutes that played for regular players. See Making Substitutions on page 39.
6. Enter each player’s scorecard. See Entering Scorecards on page 14.
7. Print reports. Select the report(s) that best fit your league’s needs. See Reports on page 42.

Report 3B1	Event Results 1
Report 3B2	Event Results 2
Report 3B3	Event Results 3
Report 3B4	Event Results Cards
Report 3B5	Event Results Teams Only
Report 4	Individual Standings
Report 5A	Skins Sheet
Report 5B	Team Skins Sheet
Report 6	Itemized Golfer info
Report 7	Itemized League info
Report 8	Course Results
Report 12	Ringer Report
Or any custom report	

8. When you have finished the event - Click the appropriate event tab to move to the next event.

Repeat this scenario for each event.

Team Leagues (5,6,7...12 man teams)

1. (Optional) If you are deviating from the automatic schedule, pair teams for the event. Pull down the TOOLS menu and select "Team Pairing". See Manual League Scheduler on page 17.
2. Mark inactive players as inactive (highlight the player and type F7). See Making a Player Inactive on page 38. Pair players for the event. Pull down the TOOLS menu and select "Player Pairing for Team vs Team". See "Player pairing order on a team" on page 36.
3. Print the "Scorecards" or "Team Pairing Sheet" to see player pairings. Reports 1 and 2.
4. Play GOLF, and collect the scorecards.
5. Mark inactive players as inactive (highlight the player and type F7). See Making a Player Inactive on page 38. Pair players in correct order. See "Player pairing order on a team" on page 36. Add any substitutes that played for regular players. See Making Substitutions on page 39.
6. Enter each player's scorecard. See Entering Scorecards on page 14.
7. Print reports. Select the report(s) that best fit your league's needs. See Reports on page 42.

Report 3B1	Event Results 1
Report 3B2	Event Results 2
Report 3B3	Event Results 3
Report 3B4	Event Results Cards
Report 3B5	Event Results Teams Only
Report 4	Individual Standings
Report 5A	Skins Sheet
Report 5B	Team Skins Sheet
Report 6	Itemized Golfer info
Report 7	Itemized League info
Report 8	Course Results
Report 12	Ringer Report
Or any custom report	

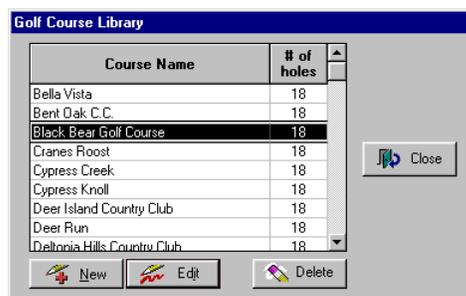
8. When you have finished the event - Click the appropriate event tab to move to the next event.

Repeat this scenario for each event.

Entering League Information

Entering Courses

Courses are entered in the course library. To access the Course Library, select “Course Library” from the SETUP menu. The COURSE LIBRARY lets you maintain a list of courses. Course information includes: course name, address, phone, tees, ratings, slopes, yardage, pars, and hole handicaps. You can store information for any number of courses. This means your league can play on any number of courses. Note: If you are running a 9 hole league and playing on both the front and back of an 18 hole course you must enter two separate nine hole courses; one for the front, one for the back.



Adding Courses

1. Click the [New] button. The “Add Course” form will appear. Type in the “Course Name” and mark the “Number of Holes” for the course. Address, phone, and golf-pro information are optional.

Active	Tee	Men's Rating	Men's Slope	Ladies' Rating	Ladies' Slope
Yes	Blue - B	71.6	127	71.6	127
Yes	Gold - G	73.8	133	73.8	113
Yes	Red - R	70.0	113	70.0	121
Yes	White - W	69.5	124	69.5	124
No	Yellow - Y	0.0	0	0.0	0

2. You must put information in for at least one tee. Click the [Edit] button and the “Edit Tee” form will appear.

Front Nine									Back Nine		Total										
Hole	1	2	3	4	5	6	7	8	9	Hole	10	11	12	13	14	15	16	17	18		
Yardage	342	453	156	498	147	331	330	323	385	2965	364	168	360	331	469	107	457	413	341	3010	5975
Par	4	5	3	5	3	4	4	4	4	36	4	3	4	4	5	3	5	4	4	36	72
Handicap	15	7	11	13	3	5	9	17	1		12	4	14	8	10	18	16	2	6		

3. Type in the tee color, tee abbreviation, rating and slope for both men and women.

RATINGS: Course ratings are required for the correct calculation of handicaps. A rating is basically what a scratch golfer

would shoot. Note: If you are running a 9-hole league and entering 9-hole courses, the ratings must be set for nine holes since a 9-hole handicap is being produced. Determine the ratings as follows:

- A. Set the front nine rating as par for the front nine, and the back nine rating as par for the back nine
- OR**
- B. Divide the existing 18-hole course rating by 2 and enter for front and back ratings.

SLOPES: Slopes are required if you are calculating a USGA handicap. If a course does not have a set slope, leave the slope as 113. 113 is the default for an un-sloped course. Note: If you are running a 9-hole league and entering 9-hole courses do **NOT** divide the slope by 2, enter the same slope as the 18 hole course.

- 4. Enter the yards, pars, and handicaps for each hole.

Important: Pars and hole handicaps are required for each tee your group will play. The League Manager will not function correctly without this information! Yards are for reference and appear in reports and on scorecards. Your league can play on any number of courses.

Course information is utilized as follows:

- 1. The course ratings and slopes are used for handicap calculations.
- 2. The pars and hole handicaps are required for calculating points, skins, pars, birdies, and other statistics.

Entering Player Information

Click the [EDIT PLAYER] button to view a player's information. Hint: A quick way to move to a player is to type the player's last name. Click the GENERAL tab to see the player's "General" information:

ID#

Under normal circumstances an ID number is not required. The player's ID number is used ONLY when transferring golfers between other Software Systems for Golf's programs. If you are transferring golfers to the Tournament Manager or from the Handicap System enter the player's ID#.

Gender

Make sure you enter the correct gender for each player. If you run a mixed league, men and women will play from their designated tees. Rating, slope, hole handicaps, and pars will be used accordingly.

Click the LEAGUE STATISTICS tab to see the player's "League Statistics" information:

Event Scores / Points																			
Evt #	Date	Inactive	Flight	Lock Handicap	Hcp	Lock Score Card	Gross Score	Adj Score	Points	TB	D	B	P	E	Putts	Greens	Fairwys	Prize\$	Course
10	07/05/01		A	Yes	10.65		77	77	18.00	0	0	7	9	2	0	0	0	0.00	Lincoln
9	06/28/01		A	Yes	10.98		80	80	16.50	0	2	5	10	1	0	0	0	0.00	Lincoln
8	06/21/01		A	Yes	10.98				0.00	0	0	0	0	0	0	0	0	0.00	Lincoln
7	06/14/01		A	Yes	10.98		89	88	5.50	0	4	6	6	1	0	0	0	0.00	Lincoln
6	06/07/01		A	Yes	10.98				0.00	0	0	0	0	0	0	0	0	0.00	Lincoln
5	05/31/01		A	Yes	10.98				0.00	0	0	0	0	0	0	0	0	0.00	Lincoln
4	05/24/01		A	Yes	10.27		84	84	11.50	1	2	5	10	0	0	0	0	0.00	Lincoln

Scores used to calculate a handicap of 10.65 for event #10				
Evt #	Description	Adj Score	Rating	Slope
	ADD Extra score ->		0.0	0
9	Event #9 score	80	66.8	112
8	Event #8 score			
7	Event #7 score	88	66.8	112
6	Event #6 score			
5	Event #5 score			
4	Event #4 score	84	66.8	112
3	Event #3 score	85	66.8	112
2	Event #2 score	77	66.8	112
1	Event #1 score	81	66.8	112

Skins

Mark if a player will participate in gross and/or net skins. Only players marked to participate in skins will appear in the skins report #5. To mark a player in skins, highlight the player and press F8, or pull up this form and mark the "In skins" option(s). Note: You can mark all players NOT in skins by selecting "Remove ALL players from skins" under the TOOLS menu.

Position

This field lets you manually sort the position of players on each team. Type the player's position in the "Position" field. The position is the order you want the players to appear on the team. For example, a four man team would have 4 positions: 1,2,3,4. When you are finished, sort by player position. (Select "Player Pairing" on the TOOLS menu and select "Pair by Player Position".) Note: A much faster way to manually reposition players on a team, is to simply drag the "Player Icon" (to the left of each player's name) and drop it in the position you wish the player to appear.

Event Scores / Points (List)

This list displays the player's information for each event played. The following is displayed...event #, date, inactive, flight, handicap, gross score, adjusted gross score, points, triple bogeys, double bogeys, bogeys, pars, birdies, eagles, etc.

Inactive

Some leagues, usually 5+ players per team, allow only a portion of their team members to play in each event. To mark a player as inactive, highlight the player on the main screen and press F7, or pull up this form and mark "inactive". An "X" will appear next to the name, indicating he/she is inactive. Then sort the players. Select "Player Pairing" on the TOOLS menu. Inactive players will appear at the bottom of each team after sorting player positions.

Flight

Players may be flighted. Flights can be used as a selection parameter (filter) in most individual player reports. For example, you can have two standings reports...one for the A flight, one for the B flight.

Lock Handicap (Overriding the calculated handicap)

If for some reason you want a player to have a different handicap than the auto handicap calculation would give him/her, you can type in any handicap for the current event and check the "Lock Handicap" box. Note: This handicap is only locked for the event you are viewing. On the main list the Handicap will appear in RED, to indicate that it has been locked.

Lock Scorecard (Overriding the totals calculated from the scorecard)

The following values are automatically totaled from the player's scorecard...gross score, adjusted gross score, points, pars, birdies, eagles, etc.. If for some reason you wish to alter/override these totals you can check the "Lock Score Card" box and type the gross score, adjusted score, points, pars, birdies, eagles, etc you want the player to receive. LM displays these values in RED to indicate that they were manually entered and locked.

To override the points and scores calculated by a scorecard and LOCK them:

1. Check the "Lock Scorecard". Click with the mouse.
2. Type the gross score, adjusted score, points, pars, birdies, eagles, etc you want the player to receive. The values will appear in RED and a "L" will appear in the "Team" column of the main list next to the player's name to indicate that you have locked the points and scores calculated by the score card.

Remember: If you mark "Lock Scorecard", scores will no longer be updated by the scorecard. Only scores entered on the player form will be used.

Note: The points that are locked are only points that are given to the individual player. If you are giving points directly to the team you must select the TEAM form to lock team points. See Entering Team Information on page 13.

Scores Used to Calculate a Handicap (List)

This list displays all the scores used to calculate the current handicap. All event scores, practice scores, and NON-event scores used to calculate a handicap are displayed. If you have a question about how a handicap is being calculated click the [How is handicap being calculated] button. LM will show step by step how the handicap was calculated.

Posting Practice / Non-Event Scores

If your membership has played practice rounds, or you have a history of scores for your players, enter these while viewing event #1. Practice scores allow you to immediately establish an initial handicap for event number one. The more practice scores you enter, the larger sample of scores to select from, and the more stable the handicap will be for the first few events.

Adding a practice / non-event score

1. Click in the “Adj Score” box.
2. Type the Adjusted Gross Score and press ENTER.
3. Type the Rating and press ENTER.
4. Type the Slope and press ENTER.

Note: If you are running a 9-hole league and posting 9-hole scores, the ratings must be entered for nine holes since a nine hole handicap is being calculated. Determine the ratings as follows:

1. Set the front nine rating as par for the front nine, and the back nine rating as par for the back nine.
2. Divide the existing 18 hole course rating by 2 and enter for front and back ratings. A rating is basically what a scratch golfer shoots and is usually around 36.

The slope is not required. If you do not enter a slope, 113 will be entered automatically. This is the slope used for an un-sloped course. Note: If you are running a 9-hole league and entering 9 hole scores do **NOT** divide the slope by 2, enter the same slope as the 18 hole course.

Notes:

- Scores are assumed to be entered oldest to newest, and are displayed in the list newest at the top, oldest at the bottom. If you do not enter scores in the proper sequence use the [Move score UP] or [Move score DOWN] button to put scores in the proper order.
- When you post a practice / non-event score it is recorded as taking place prior to the current event you are viewing. Scores posted while viewing event #1 are called “Practice scores” and took place prior to event #1. Scores posted after event #1 are called “Non-Event scores”. Example: A “Non-Event Score” posted while viewing event #5 took place before event #5 but after event #4.
- Practice / Non-event scores only affect a player’s handicap, they do not affect any other statistics.
- If you do not enter any practice scores, LM does have an option to calculate an “Instantaneous Handicap”. See Handicap Calculation Parameters on page 18.

Entering Team Information

Highlight the team and click the [EDIT TEAM] button to view the “Team Information” form.

Team Information

Team Name Group Sponsor

For event #10 team is playing course...

Course: Men: Ladies:

Event Points

Evt #	Date	Lock Team Points	Team Points	Player Points	Substitute Points	Dropped Points	TOTALS	Adjustment Points	GRAND TOTAL
10	07/05/01	<input type="checkbox"/>	14.50	14.50			29.00	0.00	
9	06/28/01	<input type="checkbox"/>	16.50	16.50			33.00		
8	06/21/01	<input type="checkbox"/>	0.00						
7	06/14/01	<input type="checkbox"/>	19.00	8.00	13.50		40.50		
6	06/07/01	<input type="checkbox"/>	0.00						
5	05/31/01	<input type="checkbox"/>	0.00						
4	05/24/01	<input type="checkbox"/>	17.00	22.00			39.00		
3	05/17/01	<input type="checkbox"/>	15.50	18.00			33.50		
2	05/10/01	<input type="checkbox"/>	18.00	28.00			46.00		
1	05/03/01	<input type="checkbox"/>	18.00		20.50		38.50		
Total Points			118.50	107.00	34.00		259.50		259.50

Group

If your league has “football” type divisions, where teams play inter-divisionally, use this option to place teams in different divisions\groups. Football type divisions are called GROUPS in LM. Type the GROUP the team you have selected is in. You may have up to 9 groups per league.

Example:

Your league has 12 teams with two divisions\groups. Teams 1 to 6 are in group #1 and teams 7 to 12 are in group #2. Enter group 1 for teams 1 to 6, and group 2 for teams 7 to 12. When you print standings report, select to presort by groups. The report will show standings for group 1 and then group 2.

Team is playing course

Shows the course\tee this team is playing. To change the course the team is playing, select the correct course\tee in the list.

Events Points (List)

This list displays the total points for each event and the grand total for the season.

- Team Points - Total points awarded to the team.
- Player Points - This is a total of all points won by regular team members.
- Substitute Points - This is a total of all points won by substitutes for the team.
- Dropped Points - Total of dropped points.
- Adjustment Points - If for some reason you need to adjust total points, enter any adjustment points here. A negative value can be entered.
- Total Points - Total of all points.

$$\text{Total Points} = \text{Team} + \text{Player} + \text{Substitute} - \text{Dropped} + \text{Adjusted}$$

Lock Team Points (Overriding the team points calculated from the scorecard)

If for some reason you wish to alter/override the team points for the current event, check the “Lock Team Points” box and type the team points you want the team to receive. LM displays team points in RED to indicate that it was manually entered and locked. Remember: If you mark “Lock Team Points”...team points will no longer be updated by the scorecard. Only team points entered on the team form will be used.

Entering Scorecards

Score Card															
Course: Greenway - Front			Men: White 36.0/113			Ladies: Red 36.0/113									
Hole Number >		1	2	3	4	5	6	7	8	9	xxx	F10-Recalculate			
Men's Par >		4	4	4	3	4	5	3	5	4	36	Recalculate			
Men's Hole Handicap >		5	11	1	13	3	15	17	9	7	xxx				
T#	Player's Name										Putts	Scr	Hcp	Net	Points
01	WISENBAUGH, Tom	8	8	5	7	8	8	5	6	7	>	62	9	53	2.00
01	SAVIA, Simone	7	5	4	4	6	5	5	7	6		49	12	37	4.00
02	KOHNE, Luther	4	4	7	5	6	7	6	5	6	>	50	11	39	7.00
02	DOW, Charles	6	5	5	7	6	5	7	6	5		52	13	39	5.00
Team Points Scored											xxxxx	Match		Medal	6.00
Team # 01 >		0.5	1.5	1.0	0.5	0.5	2.0			xxxxx					
Team # 02 >		2.0	1.5	0.5	1.0	1.5	1.5	2.0	2.0	xxxxx				12.00	
Ladies' Par >		4	4	5	3	4	5	3	5	4	37	Press "+" key to Close			
Ladies' Hole Handicap >		3	13	5	15	11	7	17	1	9	xxx				

'F' for ALL holes indicates a forfeit.
'+' indicates a stroke given on the hole.

Print... Close

1. Select the desired player. Press the "+" key, right-click the mouse, or click the [Score Card] button to view the player's scorecard. The player's scorecard with opposing team will be displayed.
2. Enter the hole-by-hole scores for each player.
3. If you are tracking putts, enter the putts for each player.
4. Press the "+" key to exit the card. Scores and points will be calculated and posted to the appropriate players and teams. Note: Press F10 to immediately calculate the card. Cards are automatically calculated when you type the last score or exit the card, so pressing F10 is not necessary.

Forfeits

If a player FORFEITS, type an "F" as his score for each hole. A forfeit gives all points to the player's opponent.

Entering Scores Manually (No Scorecard)

If you are not using the scorecards (Not Entering Hole by Hole Scores) the scorecard will not appear, instead the score form will appear. The option to not use the scorecard can be found on the "Point Calculation Parameters" form, under the SETUP menu. Select the option "Turn off scorecard", to turn the card off. To record a player's score:

1. Select the desired player. Press the "+" key or right-click the mouse to view the player's score form.
2. Type the "GROSS SCORE" and press ENTER.
3. Type the "ADJUSTED GROSS SCORE"—used for handicapping
4. Type the "POINTS"

You are required at minimum to enter the SCORE and POINTS. If this is the only information you wish to track press "+" to close the score form, otherwise enter the additional information—Putts, pars, birdies, and eagles.

Setting up your League

Automatic League Scheduler

AUTOMATIC League Scheduler							
Utilities Display							
Event	Date	Type	Match 1	Match 2	Match 3	Match 4	Match 5
[1]	04/05/01	Auto-pair 1	1 vs 12 Mullett Lake C.C.-W/R 05:30 PM	2 vs 11 Mullett Lake C.C.-W/R 05:37 PM	3 vs 10 Mullett Lake C.C.-W/R 05:45 PM	4 vs 9 Mullett Lake C.C.-W/R 05:52 PM	5 vs 8 Mullett Lake C 06:00 P
2	04/12/01	Auto-pair 2	3 vs 11 Mullett Lake C.C.-W/R 05:30 PM	4 vs 10 Mullett Lake C.C.-W/R 05:37 PM	1 vs 2 Mullett Lake C.C.-W/R 05:45 PM	6 vs 8 Mullett Lake C.C.-W/R 05:52 PM	7 vs 12 Mullett Lake C 06:00 P
3	04/19/01	Auto-pair 3	5 vs 10 Mullett Lake C.C.-W/R 05:30 PM	1 vs 3 Mullett Lake C.C.-W/R 05:37 PM	4 vs 11 Mullett Lake C.C.-W/R 05:45 PM	2 vs 12 Mullett Lake C.C.-W/R 05:52 PM	6 vs 9 Mullett Lake C 06:00 P
4	04/26/01	Auto-pair 4	6 vs 10 Mullett Lake C.C.-W/R 05:30 PM	7 vs 9 Mullett Lake C.C.-W/R 05:37 PM	8 vs 12 Mullett Lake C.C.-W/R 05:45 PM	5 vs 11 Mullett Lake C.C.-W/R 05:52 PM	1 vs 4 Mullett Lake C 06:00 P
5	05/03/01	Auto-pair 5	2 vs 4 Mullett Lake C.C.-W/R 05:30 PM	1 vs 5 Mullett Lake C.C.-W/R 05:37 PM	6 vs 11 Mullett Lake C.C.-W/R 05:45 PM	3 vs 12 Mullett Lake C.C.-W/R 05:52 PM	7 vs 10 Mullett Lake C 06:00 P
6	05/10/01	Auto-pair 6	7 vs 11 Mullett Lake C.C.-W/R 05:30 PM	8 vs 10 Mullett Lake C.C.-W/R 05:37 PM	2 vs 5 Mullett Lake C.C.-W/R 05:45 PM	1 vs 6 Mullett Lake C.C.-W/R 05:52 PM	3 vs 4 Mullett Lake C 06:00 P
7	05/17/01	Auto-pair 7	3 vs 5 Mullett Lake C.C.-W/R 05:30 PM	2 vs 6 Mullett Lake C.C.-W/R 05:37 PM	1 vs 7 Mullett Lake C.C.-W/R 05:45 PM	9 vs 10 Mullett Lake C.C.-W/R 05:52 PM	8 vs 11 Mullett Lake C 06:00 P
8	05/24/01	Auto-pair 8	1 vs 8 Mullett Lake C.C.-W/R 05:30 PM	3 vs 6 Mullett Lake C.C.-W/R 05:37 PM	4 vs 5 Mullett Lake C.C.-W/R 05:45 PM	2 vs 7 Mullett Lake C.C.-W/R 05:52 PM	9 vs 11 Mullett Lake C 06:00 P
9	05/31/01	Auto-pair 9	1 vs 9 Mullett Lake C.C.-W/R	5 vs 12 Mullett Lake C.C.-W/R	3 vs 7 Mullett Lake C.C.-W/R	10 vs 11 Mullett Lake C.C.-W/R	2 vs 8 Mullett Lake C

Show Matches only
 Show Match\Course
 Show Tees
 Show Match\Course\TeeTime
 Show Match\Course\TeeTime\Hole
 Events for the Season:
 Number of Teams:
 # of Players Per Team:

Double click a cell to edit it.

The League Scheduler automatically pairs teams, rotates courses, and sets tee times \ start holes for your league. You also have the option to manually schedule team pairings, set courses, and tee times. To view the Automatic League Scheduler...from the SETUP menu, choose “Automatic Scheduling”. The League Scheduler displays the match, tee time, and course played for each event. The first column displays the event number, the second column the event’s date, the third column the type of event, and remaining columns display each match in teetime order. Use the following steps to automatically set your league schedule:

1. Type in the number of events your league will have for the season.

2. Set the Event Dates under the Date column

To enter the date for the first event, double-click your mouse on the cell with the first event’s date. Type the date in and press ENTER. Succeeding dates are automatically filled in, with weekly intervals. If you do not want dates automatically filled in, remove the X from the option box - “Automatically fill in dates for events following this one.”

3. Set any special type of events your league has under the “Type” column.

There are two types of pairing modes; automatic pairing or manual pairing.

- A. Automatic Pairing—LM pairs the teams automatically. The schedule makes sure that every team plays with every other team. Plus courses and tee times are rotated automatically.
- B. Manual Pairing—you can manually pair the teams for the event. Use Manual Pairing for “Position”, “Tournament”, or any other type of event that you don’t want the scheduler to automatically pair.

To change the pairing mode, double-click your mouse on the “type” cell. Click on the correct event type.

Example: To enter a position night for event #8, double-click the “Type” cell for event #8. In the “Event Type” box, put the dot beside the “Manual Pairing with custom description” option, and type POSITION in the box. You will now be able to manually pair teams for your position night. Click the [Manually Pair Teams for event 8] button, to pair teams. See Manual League Scheduler on page 17 for more information.

Note: If your league has a split season, the Scheduler does not need to know about a split. You can set a split at any time. See Split season on page 54 for more information.

4. Set courses and tee times.

LM will automatically assign courses and tee times for each event your league plays. Click the [Build Automatic Schedule] button and the following screen will appear.

Automatic Course and Tee Assignment

Set the league to ...

Play one nine the entire season.

Play a different nine each event.

Play half the league on one nine, while the other half of the league plays another nine, each event.

Course #1 to Play	Men's Tee	Ladies' Tee
Cheboygan Golf - Front	White 33.7/114	Red 33.8/113
Course #2 to Play	Men's Tee	Ladies' Tee
Cheboygan Golf - Back	White 33.7/114	Red 33.8/113

Courses OK

LM allows your league to play on any number of courses. The available courses are displayed in the “COURSE# TO PLAY” list. You must specify a course for LM to function properly. LM uses the ratings and slopes of each course to calculate handicaps. Also, course pars and hole handicaps are used to calculate points, pars, birdies, eagles, skins, etc. If you do not specify a correct rating, slope, hole handicaps, and pars for each course(tee your league plays, the LEAGUE MANAGER **WILL NOT** calculate points and handicaps correctly. If you need to add or edit a course, click the [Courses] button. See Entering Courses on page 8 for further information.

Set Courses

- A. “Play one nine the entire season”
Mark this option if your league plays only one nine for the whole season. Select the course your league will play in each “COURSE PLAY” list. LM will automatically assign this course to be played for the entire season.
- B. “Play a different nine each event.”
Mark this option if your league alternates play over two or more nines during the season. Select the first course your league plays (for event 1) in the “COURSE #1 TO PLAY” list. Select the second course your league plays (for event 2) in the “COURSE #2 TO PLAY” list. LM will automatically assign courses, alternating course #1 and course #2 for the season. Note: If your league plays 3 or more courses you will need to manually specify which course the league plays on a given event. See Manual League Scheduler on page 17 for further information.
- C. “Play half the league on one nine, while the other half of the league plays another nine, each event.”
This option is for leagues that play the front and the back of an 18-hole course at the same time. Select the front course your league is playing in the “COURSE #1 TO PLAY” list. Select the back course your league will play in the “COURSE #2 TO PLAY” list. The courses will be assigned to each match. LM will place each team on the front nine and the back nine an equal number of times over the season and will also assure every team plays every other team. Note: If your league plays 3 or more courses on the same event you will need to manually specify which courses each match plays on a given event. See Manual League Scheduler on page 17.

Set Tee Times

After you close the “Automatic Course and Tee Assignment” form the “Start Tee Time” form will appear. If your league has tee times, type the start tee time and the time increment between tee-offs. Time increments are entered in minutes and seconds. If your league runs a shotgun start (each match starts on a different hole), check “Shotgun Start” and enter the hole the first pairing will start on. LM will automatically mix tee times and start holes so that each team has an equal opportunity to play different tee times and start holes. Note: If your league does not have tee times or start holes just ignore this form. You always have the option of NOT displaying tee times and start holes on reports.

Print Schedule

To print the League Schedule, click the [Print] button. You can alter the appearance of the schedule by selecting options on the UTILITY and DISPLAY menu. For example, you can change the font size, hide pairings for manually paired events, or even export the schedule to Excel or HTML format if necessary.

Manual League Scheduler

The Manual Scheduler lets you change the team pairings, course(s)\tees to play, and tee times for any event or match. You can manually alter the schedule at any time during the season. To access the Manual Scheduler, select “Manual Scheduling” under the SETUP menu. For most leagues, LM generates a complete automatic schedule. However, some leagues have special situations where they need to customize the schedule. There are three reasons why you may need to customize your schedule:

1. You need to manually pair teams for a position night or tournament.
2. Your league plays on 3 or more courses.
3. You need to manually assign tee times or start holes.

Manually Pairing Teams

LM allows you to deviate from the automatic pairing and lets you manually pair your teams. You usually manually pair teams for position or tournament events. To do this, highlight the event (row) you want to manually pair and click the [Manually Pair Teams for event #] button. The START TEETIME form appears. Enter the correct starting tee time, increment, shotgun start, and start hole if applicable. Next the TEAM PAIRING form appears with two lists. The right list displays the unpaired teams. The left list shows the pair teams. To pair teams, select the first team to pair in the right list and press ENTER. Select the second team to pair, and press ENTER. The two teams are then paired. Do this until all teams are paired. Note: The order in which teams are paired determines their tee time / start hole order. The first pair has the first tee time / start hole, the second pair the second tee time / start hole, etc.

Manually Setting Courses to Play

If your league plays on 3 or more courses, you will have to manually enter which course each match is played on for some events. **Special case:** *If your league plays on more than one course in any event AND your league does not have opposing teams (play is against the course/field), the course each team plays should **NOT** be set using the MANUAL SCHEDULER. This is because the MANUAL SCHEDULER automatically sets opposing teams to play the same course. If you want teams to play different courses, set the course each team will play on the TEAM INFORMATION FORM or SCORECARD.*

There are two ways to manually enter the course played for a given match:

The screenshot shows a window titled "MATCH 4 vs 10". Inside, it says "Match: 4 vs 10". There are two columns of input fields. The left column has "Tee Time" set to 05:30 PM, "Hole" set to 1, and "Course to Play" set to Cheboygan Golf - Front. The right column has "Automatically fill in tee times for matches to the right of this one" (unchecked), "Time increment (mm:ss) between teeooffs" set to 07:30, and "Automatically fill in same course for matches to the right of this one" (unchecked). At the bottom, there are "Men's Tee" (White 33.7/114) and "Ladies' Tee" (Red 33.8/113) sections. At the very bottom are "OK" and "Cancel" buttons.

1. Double click the mouse on the match. The MATCH FORM (shown above) will appear. Select the course for this match. If you want courses automatically filled in for matches to the right of this one, mark the option “Automatically fill in same course for matches to the right of this one”. This is a quick way to place all matches on the same course.
2. The course a team plays can be changed without using the MANUAL SCHEDULER. Just pull up the team’s SCORECARD OR the TEAM INFORMATION form and change the course there.

Manually Setting Tee Times

To manually set tee times for a given match, double click the match to pull up the MATCH FORM (shown above). Type the tee time for this match. If you want tee times automatically filled in for matches following this one, mark the option “Automatically fill in tee times for matches to the right of this one”, and type the appropriate tee time increment. Time increments are entered in minutes and seconds.

Handicap Calculation Parameters

The purpose of handicapping is to ensure equal competition among players of different abilities. LM provides a handicap using the 3 following methods:

- 1. Automatic Handicapping.** A handicap is calculated using the criteria you specify on the “Handicap Parameters” form under the SETUP menu. See below.
- 2. Manual Handicapping.** You always have the option to type in any handicap for a player at anytime. To enter a handicap, double-click the player to view his/her PLAYER INFORMATION form. Type in the handicap you want the player to have for the current event.
- 3. No Handicapping.** Select “Do NOT calculate a handicap” for the calculation mode on the “Handicap Parameters” form. A handicap will not be calculated. All players will have a handicap of 0 (scratch) or whatever you type in.

Note: You can see how a player’s handicap is being calculated at any time. Just highlight the golfer in question and press F10, or click the HELP menu and select “How is golfer handicapped?”. A report will appear showing exactly how the player’s handicap is being calculated.

To view the handicap parameters form—From the SETUP menu, choose “Handicap Calculation Parameters”. Note: Handicap parameters can only be set while viewing event #1. The same handicap formula must be in effect for the entire season.

Number of scores a golfer has available to calculate a handicap	Discard Highest	Discard Lowest
2	1	0
3	1	0
4	2	0
5	2	0
6	3	0
7	3	0
8	4	0
9	4	0

To set up handicapping:

1. Determine the basic formula you wish to use for handicapping.

Do you want to use *Course Rating / Course Slopes* or just *Par* in the formula for calculating handicaps?

The basic formula to calculate a handicap is:

$$\text{Handicap} = (\text{Adjusted Gross Score} - \text{Course Rating}) \times (113 / \text{Course Slope})$$

The *Adjusted Gross Score* is a golfer’s score after any “stroke control” adjustments. See item #9 for more information. The *Course Rating* is provided by the golf course, and can usually be found on their scorecard. The rating is basically what a scratch golfer (0 handicap) would shoot (on average) on the course. Most courses have been rated by the USGA.

The *Course Slope* is provided by the golf course and can usually be found on their scorecard. The slope is the difficulty of a course compared to other courses. 113 is an average difficulty.

Note: LM retrieves the rating and slope from the Course Library. The Course Rating and Course Slope values are entered for each course/tee your league plays. These values are entered in your Course Library.

Many leagues simplify this formula by entering Par for the Course Rating and 113 for the Course Slope. The equation then simply becomes...

$$\text{Handicap} = (\text{Adjusted Gross Score} - \text{Par}) \times (113 / 113)$$

$$\text{Handicap} = \text{Adjusted Gross Score} - \text{Par}$$

2. How many scores will a golfer's handicap be based on?

Determine how many scores you want a golfer's handicap to be based on. For example, if a golfer gave you his last 100 scores, how many would you use to base his handicap on? The maximum number of past scores LM will look at is 30. Enter this number in the box "Number of scores handicap based on".

Note: The more scores a handicap is based on the less fluctuation you will see in handicaps. In other words, if a golfer's handicap is based on 20 scores, any new score will have a 1 in 20 (5%) weight on his handicap. However, if his handicap is based on only 4 scores, any new score would have a 1 in 4 (25%) weight on his handicap.

3. How many scores must a golfer have before a handicap can be calculated?

Determine how many scores a golfer must have before a handicap can be calculated. Enter this number in the box "Minimum number of scores needed before a handicap can be calculated". For example, you may determine that a golfer must have at least 3 scores before a handicap can be calculated. Each golfer's handicap will remain whatever handicap you initially type in until he/she has at least 3 scores to start calculating a handicap.

4. Do you want LM to calculate an Instantaneous Handicap if the golfer has no prior scores on which to base a handicap?

If you want LM to automatically calculate a handicap for a player that has no prior scores (practice rounds), mark this option. The initial handicap that is calculated will be based on the current round they shoot, and is calculated using the current event's gross score. **Use this option as a LAST RESORT!** Let's see why.

Example:

Assume John Doe shoots a 50, the handicap percent figure is 100% and the rating and slope of the course he plays is 36.0 and 113 respectively. He comes into event one with no handicap. He has submitted no practice scores or history of scores to establish a handicap. The handicap for event one will be based on what he shoots in event one. $50 - 36 \times 113/113 \times 1.00 = 14$ hcp. But what if he had shot a 40? His handicap would be $40 - 36 \times 113/113 \times 1.00 = 4$ hcp.

The problem is, if John shoots a high score he gets a high handicap, if he shoots a low score he gets a low handicap. So no matter what he shoots he is assured of receiving the same net score. Just one score is not a good indicator of the skill of any player. Plus, with no history of scores, the handicap for event two is the same, based on what he shot in event one... there are no more prior scores to base a handicap on. In event three John's handicap will finally be based on two scores, what he shot in event two and in event one. As you can see, for players that do not have a history of scores (practice scores), you can expect a large fluctuation in handicaps for the first few events.

Solution to problem:

Most league golfers have played golf before and can at least submit a few past rounds they have shot. Put these in as practice rounds to establish an initial handicap. A fair handicap will be established much more quickly with less fluctuation.

Note: An instantaneous handicap will never be less than scratch (0).

5. What should LM do in every instance it may encounter? Drop any high or low scores when calculating a handicap?

Fill in the handicap table to tell LM what to do in every instance it may encounter. What should LM do if a golfer has only one previous score to look at, only two previous scores to look at, only three previous scores to look at etc. Do you want to drop any high or low scores when calculating a handicap?

Example: If you want LM to calculate a handicap based on a golfer's last 6 scores, the parameters would be filled in...

“# of scores handicap based on”: 6 But when a golfer has 6 scores to base a handicap on do you want to drop any high or low scores before calculating a handicap? What if a golfer only has 5 prior scores to look at? Do you want LM to drop any high or low score then? What should LM do if a golfer has only 4,3,2, or 1 scores available? You must fill in the table to indicate exactly what you want the program to do in every instance it may encounter.

For example you may decide on the following...

A golfer's handicap will be based on the best 4 of the last 6 scores shot.

If a golfer only has 5 previous scores, the best 4 of the 5 will be used.

If a golfer only has 4 previous scores, the best 3 of the 4 will be used.

If a golfer only has 3 previous scores, all 3 scores will be used.

If a golfer only has 2 previous scores, no handicap will be calculated.

If a golfer only has 1 previous score, no handicap will be calculated.

The Parameters will be filled out as follows....

Handicap Percent(%) figure:		Regulars: 90	Subs: 90
Number of scores handicap based on:		6	
Minimum number of scores needed before a handicap can be calculated:		3	
Number of scores a golfer has available to calculate a handicap	Discard Highest	Discard Lowest	
3	0	0	
4	1	0	
5	1	0	
6	2	0	

Calculate an Instantaneous Handicap if no prior scores are available.

According to the table above...

- A golfer must have at least 3 scores available for handicapping before a handicap can be calculated. If a golfer has only 1 or 2 scores LM will simply NOT calculate a handicap. Whatever handicap you type in will be the golfer's handicap.
- When a golfer has 3 scores available for handicapping, no high scores are discarded. This means that all 3 scores are used to calculate a handicap.
- When a golfer has 4 scores available for handicapping, one high score is discarded. This means that the best 3 scores are used to calculate a handicap.
- When a golfer has 5 scores available for handicapping, one high score is discarded. This means that the best 4 scores are used to calculate a handicap.
- When a golfer has 6 scores available for handicapping, 2 high scores are discarded. This means that the best 4 scores are used to calculate a handicap.
- When a golfer has MORE than 6 scores available for handicapping, only the last 6 scores are considered for handicaps. Of these 6, the best 4 scores are used to calculate a handicap.

Note: Many leagues choose to drop some high scores, so that one bad score does not increase a handicap excessively. This helps deter sandbagging. If a golfer shoots an unusually high score, he may think it will make his handicap go up, but in reality it has no effect on his handicap since this high score will be discarded for handicap purposes.

6. What Handicap Percent Figure do you want to use?

The handicap % figure is used to calculate the final handicap. You can have a different value for regular and substitute players.

Example:

If Handicap Percent figure = 80% and a golfer's handicap is 12 then ...

Final Handicap = Handicap x 80%

Final Handicap = 12 x .80 = 9.6

Final Handicap = 9.6

7. Do you have a Maximum Handicap?

Specify the maximum handicap allowed in your league. The recommended USGA maximum for nine hole handicaps is 18 for men and 20 for women. The recommended USGA maximum for eighteen hole handicaps is 36 for men and 40 for women. If you don't have a maximum handicap, type in 99.

8. Do you want to Round or Truncate handicaps?

USGA recommends that handicaps be rounded to the nearest whole number, but some leagues prefer to truncate (chop off the decimal points) handicaps.

Handicap	Round	Truncate
7.49	7	7
7.50	8	7
7.99	8	7

9. What kind of Stroke Control do you want to use? (How do you want to calculate Adjusted Gross Scores?)

STROKE CONTROL \ REDUCTION is used to calculate an "Adjusted Gross Score"(AGS) for handicapping purposes. Handicaps are **NOT** based on a player's "Gross Score" rather they are based on a player's "Adjusted Gross Score". The whole purpose of an AGS is so one or two bad holes do not substantially raise a player's handicap. A score for any hole is reduced to a specified number of strokes over par as indicated on the tables below. STROKE REDUCTION only applies if you are entering scores hole-by-hole. STROKE REDUCTION has no effect on how points are calculated. Points are determined using GROSS / NET scores, not ADJUSTED GROSS SCORES.

Four modes are available:

1. No stroke Reduction

Hole scores will never be reduced. "Adjusted Gross Scores" will always equal "Gross Scores".

2. USGA-Equitable Stroke Control

Maximum strokes per hole are allotted according to the player's handicap. This table is for nine hole handicaps.

9 Hole League Handicap	18 Hole League -Handicap	Limitation on any hole
4 or less	9 or less	Double Bogey
5 through 9	10 through 19	7
10 through 14	20 through 29	8
15 through 19	30 through 39	9
20 or more	40 or more	10

3. OLD (Pre 1993) USGA-Equitable Stroke Control

This option is only allowed for 9 hole leagues. A score for any hole is reduced to a specified number of strokes over par for handicap purposes only, as follows:

<u>Handicap</u>	<u>Limitation on any hole</u>
Plus or scratch	Limit of one over par on any hole
1 through 9	Limit of two over par on number of holes equal to handicap. Limit of one over par on balance of holes
10 through 18	Limit of three over par on as many holes as handicap exceeds 9 strokes. Limit of two over par on balance of holes
19 through 27	Limit of four over par on as many holes as handicap exceeds 18 strokes. Limit of three over par on balance of holes

4. Constant Max Strokes Allowed

Enter the maximum number of strokes allowed on a par 3, 4, 5, or 6. Remember this only affects a player's AGS (Adjusted Gross Score). AGS is used only for handicapping.

Handicap Examples

You want to use the best 4 of the player's last 6 scores, and use 90% to determine the handicap. Set the Parameters as follows:

Handicap Percent(%) figure 90

Number of scores handicap based on....6

Minimum number of scores needed...1

<u># of Scores Available</u>	<u>Discard Highest</u>	<u>Discard Lowest</u>
1	0	0
2	1	0
3	1	0
4	2	0
5	2	0
6	2	0

When a player has 1 score, the only score (no scores are discarded) will be used for a handicap.

When a player has 2 scores, the lowest 1 will be used for a handicap. (Highest 1 score discarded)

When a player has 3 scores, the lowest 2 will be used for a handicap. (Highest 1 score discarded)

When a player has 4 scores, the lowest 2 will be used for a handicap. (Highest 2 scores discarded)

When a player has 5 scores, the lowest 3 will be used for a handicap. (Highest 2 scores discarded)

When a player has 6 scores, the lowest 4 will be used for a handicap. (Highest 2 scores discarded)

John Smith is now in event #8 and has the following scores for events 1 to 7. What is his handicap for event #8? LM calculates the handicap as follows:

<u>Event #</u>	<u>Used</u>	<u>Score</u>
7	*	45
6	*	46
5	*	44
4		48
3		49
2	*	40
1		41

John has 7 scores available. Only the last 6 scores are selected for consideration. (Events 7-2). The best 4 of these 6 scores are used to determine the handicap. Assume 35.0 is the rating and 110 the slope for all scores.

<u>SCORE</u>	<u>Differential</u>	
45	$(45-35.0) \times 113/110 =$	10.3
46	$(46-35.0) \times 113/110 =$	11.3
44	$(44-35.0) \times 113/110 =$	9.2
40	$(40-35.0) \times 113/110 =$	5.1

		35.9

The average differential is determined – $35.9 / 4 = 8.98$

The handicap is determined and rounded off

$8.98 \times .90$ (handicap % figure) = 8.08

Handicap for John Smith is 8.08

Handicap Example 2

Suppose you want to calculate a simple handicap by averaging the last three scores. How would the CUSTOM HANDICAP parameters be set?

Handicap Percent(%) figure 90

Number of scores handicap based on....3

Minimum number of scores needed...1

# of Scores Available	Discard Highest	Discard Lowest
1	0	0
2	0	0
3	0	0

Handicap Example 3

Suppose you want to calculate a handicap by selecting 3 out of the last 5 scores. When you have 5 scores you want to drop the high and low scores and use the rest for handicapping. How would the CUSTOM HANDICAP parameters be set?

Handicap Percent(%) figure 90

Number of scores handicap based on....5

Minimum number of scores needed...1

# of Scores Available	Discard Highest	Discard Lowest
1	0	0
2	0	0
3	0	0
4	1	0
5	1	1

As scores accumulate they would be selected for handicapping as follows:

1 SCORE available - All scores selected

2 SCORES available - All scores selected

3 SCORES available - All scores selected

4 SCORES available - High score dropped, other 3 selected

5 SCORES available - High score dropped, low score dropped, other 3 selected

6 SCORES available - Last 5 considered - High dropped, low dropped, other 3 selected

7 SCORES available - Last 5 considered - High dropped, low dropped, other 3 selected

(and so forth...)

Handicap Example 4

Assume you want to calculate a handicap by selecting the best 3 out of the last 4 scores, but do not want to calculate a handicap until a player has 4 scores to look at. How would the CUSTOM HANDICAP parameters be set?

Handicap Percent(%) figure 90

Number of scores handicap based on....4

Minimum number of scores needed...4

# of Scores Available	Discard Highest	Discard Lowest
4	1	0

As scores accumulate they would be selected for handicapping as follows:

1,2,3 SCORES available - No handicap calculated.

4 SCORES available - High score dropped, other 3 selected. A handicap is calculated!

NOTE: Handicaps are automatically carried forward to the next event if not enough scores are available to calculate a handicap. This means if you manually enter a handicap for a player in event 1, and he/she does not have enough scores to calculate a handicap, it will be automatically carried forward to each successive event until a calculated handicap can be established.

Exact USGA formula.

If you want to calculate an exact USGA handicap, fill in the form as follows:

Handicap Percent(%) figure 96

Number of scores handicap based on....20

Minimum number of scores needed...5

# of Scores Available	Discard Highest	Discard Lowest
5	4	0
6	5	0
7	5	0
8	6	0
9	6	0
10	7	0
11	7	0
12	8	0
13	8	0
14	9	0
15	9	0
16	10	0
17	10	0
18	10	0
19	10	0
20	10	0

The table above follows the exact USGA formula - 96% of the best 10 out of 20 scores. Please note that 20 scores are required to produce a full USGA handicap and at least 5 scores are required before an initial handicap is calculated. Most leagues do not use USGA handicapping because it takes too long to develop a handicap, plus handicaps change very slowly.

You can deviate slightly from the USGA and relax the minimum number of scores required from 5 to 1. This allows you to calculate the initial handicap with only one score. Remember—only the best score out the first 5 or 6 will be used for handicapping. The results will be that handicaps will move only down at first and then handicaps will slowly stabilize. If your players don't have at least 10 practice/previous scores I would not recommend emulating the USGA handicap system.

Handicap Percent(%) figure 96

Number of scores handicap based on....20

Minimum number of scores needed...1

# of Scores Available	Discard Highest	Discard Lowest
1	0	0
2	1	0
3	2	0
4	3	0
5	4	0
6	5	0
7	5	0
8	6	0
9	6	0
10	7	0
11	7	0
12	8	0
13	8	0
14	9	0
15	9	0
16	10	0
17	10	0
18	10	0
19	10	0
20	10	0

Applying strokes on the scorecard

Handicapping Parameters

1. Handicap strokes for players | 2. Handicap strokes for teams | 3. Other options

Mark how Player's handicap strokes are applied on the score card.

A. Player vs Player
Recommended if you are awarding points for Individual Competition...Player versus Player. The lower handicap player receives no strokes, the higher handicap player receives strokes based on the difference in handicaps.

B. One Player versus Many
Recommended if you are awarding points for Best Ball or Ranking Competition. The lower handicap player receives no strokes, the higher handicap players receive strokes based on the difference in handicaps.

C. Player versus Course
Recommended if you are awarding points for Stableford Competition. A player receives full strokes based on his\her handicap.

D. Give strokes many ways
NOT recommended that you use this option. LM automatically applies strokes using the 3 methods above simultaneously. Method A is used for Individual Competition Points, Method B is used for BestBall/Ranking Points, and method C used for Stableford Points. All three ways of applying strokes cannot be displayed on the score card at once, therefore no strokes will be displayed.

Example:
Bob's handicap is 8, Ted's handicap is 9. Bob has the low handicap and receives no strokes. Ted receives 1 stroke (9-8=1) on the first handicap hole.

Note:
If you also award points for Stableford Competition, a golfer's full handicap will be applied to the score card to determine Stableford points.

Cancel | < Back | Next >

Mark how Player's handicap strokes are applied on the scorecard

Select how you wish to have strokes applied on the scorecard.

A. Player vs Player

Recommended if you are awarding points for Individual Competition...Player versus Player. The lower handicap player receives no strokes, the higher handicap player receives strokes based on the difference in handicaps. Note: If you also award points for Stableford Competition, a golfer's full handicap will be applied to the scorecard to determine Stableford points.

Example: Bob's handicap is 8, Ted's handicap is 9. Bob has the low handicap and receives no strokes. Ted receives 1 stroke (9-8=1) on the first handicap hole.

B. One Player vs Many

Recommended if you are awarding points for Best Ball or Ranking Competition. The lower handicap player receives no strokes, the higher handicap players receive strokes based on the difference in handicaps. Note: If you also award points for Stableford Competition, a golfer's full handicap will be applied to the scorecard to determine Stableford points.

Example: Bob's handicap is 8, Ted's is 9, Sam's is 10, Fred's is 11. Bob has the low handicap and receives no strokes. Ted receives 1 stroke (9-8=1) on the first handicap hole. Sam receives 2 strokes (10-8=2) on the first two handicap holes. Fred receives 3 strokes (11-8=3) on the first three handicap holes.

C. Player vs the Course

Recommended if you are awarding points for Stableford Competition. A player receives full strokes based on his\her handicap.

Example: Bob's handicap is 8. Bob receives 8 strokes on the first eight handicap holes.

D. Give strokes many ways.

NOT recommended that you use this option. LM automatically applies strokes using the 3 methods above simultaneously. Method A is used for Individual Competition Points, Method B is used for BestBall/Ranking Points, and method C used for Stableford Points. All three ways of applying strokes cannot be displayed on the scorecard at once, therefore no strokes will be displayed.

Handicapping Parameters

1. Handicap strokes for players | 2. Handicap strokes for teams | 3. Other options

Mark how Team's handicap strokes are applied on the score card.

Use team strokes. Strokes are applied using the "team" stroke concept.
 Example:
 John and Bob are teammates. Both John and Bob have a handicap of 1. Their opponents both have a handicap of 0. John and Bob's team handicap is 2 (John's 1 handicap plus Bob's 1 handicap). As an individual Bob and John both receive 1 handicap stroke on the first handicap hole. But as a team they receive 2 strokes. 1 stroke on the first handicap hole and 1 stroke on the second handicap hole. From the example you can see strokes are distributed more evenly for team competition. One stroke on the first handicap hole and one stroke on the second handicap hole.

Note: LM displays both individual and 'team' strokes on the scorecard. Individual strokes are displayed in black and team strokes in red.

Use player strokes. Strokes applied to the individual players are used.
 Example:
 John and Bob are teammates. Both John and Bob have a handicap of 1. Their opponents both have a handicap of 0. As an individual Bob and John both receive 1 handicap stroke on the first handicap hole. These 2 strokes on handicap hole number one are also used to determine which team wins the hole. From the example you can see strokes are lumped together. Two strokes on the first handicap hole and none on the second handicap hole.

If you are awarding points for a "Team Aggregate" competition. Indicate how you wish strokes to be applied for this type of competition.

Handicapping Parameters

1. Handicap strokes for players | 2. Handicap strokes for teams | 3. Other options

Max strokes applied on par 3s

Restrict strokes applied on par 3s.
 Maximum strokes applied
 (Unused strokes carried to 4s & 5s)

Max Number of Strokes Given

The maximum number of strokes a player can receive is:

Max Strokes Applied on Par 3's

Some leagues limit the number of strokes a player is allowed to receive on par 3's. If your league has such a restriction, mark the option "Restrict Strokes Applied on Par 3s", and type the number of strokes a player is allowed to receive.

Example: John Doe is to receive seven strokes. No strokes are allowed on par 3s. How would strokes be applied?
 An '*' indicates one stroke given on a hole.

Hole	1	2	3	4	5	6	7	8	9	Total	
Par	3	4	3	5	4	5	3	4	5	36	
Hole Handicap	13	01	15	07	03	09	17	05	11		
Player Name										Score	Handicap
Doe, John	4	5**	5	6*	5*	7*	3	6*	6*	47	7

Note: Any unused strokes are carried forward to the next handicap hole.

Max Number of Strokes Given

Some leagues limit the number of strokes a player can receive when playing against another player. If you have no limit, set the option to "No max".

Example: You set the maximum strokes to 9. John has a handicap of 15 and plays Bob a golfer with a 2 handicap. John is entitled to 13 strokes (15-2=13). However, because of the limitation he is only allowed 9 strokes.

Point Calculation Parameters

To view the point parameters form, choose “Point Calculation Parameters” from the SETUP menu. Note: Point parameters can only be set while viewing event #1. The same point parameters must be in effect for the entire season.

Activate Scorecard (Enter hole-by-hole scores)

To enable automatic point calculations make sure “Activate Scorecard” is checked. If you choose to use point calculations, LM lets you enter scorecards (hole-by-hole scores) for each player. All information—points, gross, net, adjusted scores, pars, birdies, and eagles are then calculated and awarded automatically. Plus a large range of reports are available, including skins, ringer reports, and course results. If you turn off the scorecard—gross scores, adjusted gross scores, points, pars, birdies, and eagles must be calculated manually and then entered. I **HIGHLY RECOMMEND** entering scorecards hole-by-hole! It’s much faster than entering total scores...and you’ll be surprised at the number of scorecards it catches that are incorrectly calculated. Also, most reports that rely on hole information will be disabled (skins report, ringer reports, course report, etc.) Plus, YOU end up doing all the work, not the computer!

PLAYER versus PLAYER

Individual Competition

Specify points to award for head to head competition. Points are awarded to each individual player. LM calculates points as follows:

- You enter the hole scores for each of the two competing players.
- LM applies the player’s net handicap strokes according to each handicap hole of the course. The lower handicap player plays from scratch.
- The two competing player’s scores are compared and points awarded accordingly. The points are split for ties.

You may set the amount of points awarded for:

1. Points per hole. The player with the lowest total net score for the hole wins the points.
2. Points per match (Medal Play “Best net”). The player with the lowest total net score for the match wins the points. ”Also give medal points for cross match”. This option only applies for 2 man team leagues. If you check this option the A player will also play against the B player. In other words, you will have four matches going on at the same time...1A vs 2A, 1B vs 2B, 1A vs 2B, 1B vs 2A
3. Points per match (Match Play “Most holes”). The player that wins the most holes in the match receives these points.

EXAMPLE:

John Smith is playing against Tim Jones—1 point per hole, 5 points for medal, and 3 points for match play. They shoot the following scores:

Hole	1	2	3	4	5	6	7	8	9	Total		
Par	4	4	5	3	4	3	5	3	5	36		
Hole Handicap	13	01	15	07	03	09	17	05	11			
Player Name										Score	Handicap	Net
Smith, John	3	5	5	5	5	7	4	3	6	43	4	39
Jones, Tim	4	5	4	6	5	4	6	4	6	44	6	38

Smith has a handicap of 4, Jones has a handicap of 6.

Smith plays from scratch.

Jones receives 2 strokes (6-4=2). A stroke is given to Jones on hole 2 and 5, the 1st and 3rd handicap hole.

The scores are adjusted and points are awarded as follows:

Hole	1	2	3	4	5	6	7	8	9	Total		
Par	4	4	5	3	4	3	5	3	5	36		
Hole Handicap	13	01	15	07	03	09	17	05	11			
Player Name										Medal	Match	Total
Smith, John	3	5	5	5	5	7	4	3	6			
Points	1.0			1.0			1.0	1.0	0.5		1.5	6.0
Jones, Tim	4	4*	4	6	4*	4	6	4	6			
Points		1.0	1.0		1.0	1.0			0.5	5.0	1.5	11.0

Smith wins holes 1,4,7,8, and splits hole 9.

Smith wins 4.5 holes so he splits the match points 3.0/2=1.5

Smith loses the medal points

Jones wins holes 2,3,5,6, and splits hole 9.

Jones wins 4.5 holes so he splits the match points 3.0/2=1.5

Jones’ net score is 38 compared to Smith’s 39. Jones wins 5 points for medal play.

Ranking Competition

LM calculates points as follows:

- You enter the hole scores for each competing player.
- LM applies the player’s net handicap strokes according to each handicap hole on the course. The player with the lowest handicap plays from scratch.
- The players are ranked low to high and points awarded accordingly.

Note: This can be used for individual best ball competition. Only give 1st place points.

TEAM versus TEAM

Point Parameters

1. Start | 2. Player vs Player | **3. Team vs Team** | 4. | 5. Player vs Course | 6. Player\Team vs Field | 7. Other

Teams play each other in

2somes (1 vs 1) 6somes (3 vs 3)
 4somes (2 vs 2) 8somes (4 vs 4)

Check this option if you want team points won to be divided equally among the team members and given as 'individual' points. Note: This option is usually NOT checked.

AGGREGATE COMPETITION (Team compares 'total team' score to opposing team)

Points per hole	Points per match (Medal Play 'Best net score')	Points per match (Match Play 'Most holes')
1 Points per hole for team with best total net score on the hole	5 Points for best team total net	3 Points for most holes won
	00 Points for best team net on front	00 Points for most holes on front
	00 Points for best team net on back	00 Points for most holes on back

For team total net score use...

All 4 player's net scores
 Only lowest 04 net scores

Note: In case of ties points are divided in half.

Specify points to award for team versus team competition. Points are awarded to each team.

Teams play each other in X-somes

If you award team vs team points this parameter determines the make up of the team competition. In other words, if teams play each other in foursomes, the team make up is 2 players (as a team) versus 2 players. If teams play each other in sixsomes, the team make up is 3 players (as a team) versus 3 players. If teams play each other in eightsomes, the team make up is 4 players (as a team) versus 4 players.

Divide team points equally among members

If you mark this option any “team” points will NOT be assigned to the team, but will be divided equally among the members on the team and assigned as individual points to each team member. This applies for both Team Aggregate Competition and Team Best Ball Competition.

Aggregate Competition

Specify the number of points to award for team competition. LM calculates points as follows:

- You enter the hole scores for each of the competing players.
- Team handicaps are combined and the lowest team handicap plays from scratch. LM applies the team's net handicap strokes according to each handicap hole on the course.
- The total of each team's scores are compared and points awarded accordingly. The points are split for ties.

You may set the amount of points awarded for:

- Points per hole. The team with the lowest total net score for the hole wins the points.
- Points per match (Medal Play “Best net”). The team with the lowest total net score for the match wins the points.
- Points per match (Match play “Most holes”). The team that wins the most holes in the match receives these points.

EXAMPLE:

John Smith and Ted Rogers are playing as a team against Tim Jones and Fred Simpson—1 point per hole, 5 points for medal and 3 points for match play. They shoot the following scores:

Hole	1	2	3	4	5	6	7	8	9	Total		
Par	4	4	4	3	5	3	4	4	5	36		
Hole Handicap	4	8	6	10	18	12	14	2	16			
Player Name										Score	Handicap	Net
Smith, John	4	4	4	5	3	5	3	5	5	38	01	37
Rogers, Ted	5	6	6	5	5	6	4	6	5	48	11	37
Jones, Tim	4	5	5	4	5	4	3	5	4	39	02	37
Simpson, Fred	5	5	5	5	5	6	4	4	5	44	07	37

Jones and Simpson have a combined handicap of 9, (2+7)

Smith and Rogers have a combined handicap of 12, (1+11)

Smith and Rogers (as a team) receive 3 strokes (12-9). A stroke is given to Smith and Rogers on hole 8, 1, and 5, the 2nd, 4th and 6th handicap holes.

The scores are adjusted and points are awarded as follows:

Hole	1	2	3	4	5	6	7	8	9	Total		
Par	4	4	4	3	5	3	4	4	5	36		
Hole Handicap	4	8	6	10	18	12	14	2	16			
Player Name										Medal	Match	Total
Smith, John	4	4	4	5	3	5	3	5	5			
Rogers, Ted	5	6	6	5	5	6	4	6	5			
Aggregate Score	*8	10	*9	10	8	11	7	*10	10			
Points	1.0	0.5	1.0		1.0		0.5			2.50		6.50
Jones, Tim	4	5	5	4	5	4	3	5	4			
Simpson, Fred	5	5	5	5	5	6	4	4	5			
Aggregate Score	9	10	10	9	10	10	7	9	9			
Points		0.5		1.0		1.0	0.5	1.0	1.0	2.50	3.0	10.50

Smith/Rogers wins holes 1,3,5 and splits hole 2 and 7

Smith/Rogers wins 4 holes so they win no match points

Smith/Rogers' combined net scores equal their opponents, so they split the medal points. (5/2)=2.50

Jones/Simpson wins holes 4,6,8,9, and splits hole 2 and 7

Jones/Simpson wins 5 holes so they win the match points, 3.0

Jones/Simpson's combined net scores equal their opponents, so they split the medal points. (5/2)=2.50

Best Ball Competition

Point Parameters

1. Start | 2. Player vs Player | 3. Team vs Team | **4.** | 5. Player vs Course | 6. Player\Team vs Field | 7. Other

BEST BALL COMPETITION (Team compares 'bestball' score to opposing team)

<p>Points per hole</p> <p><input checked="" type="checkbox"/> Points per hole. For team with player with best hole score.</p> <p><input type="checkbox"/> Post points per hole won to the individual that won the points, NOT as team points for the team.</p>	<p>Points per match (Medal Play 'Best net')</p> <p><input type="text" value="00"/> Points for best team total net</p> <p><input type="text" value="00"/> Points for best net on front</p> <p><input type="text" value="00"/> Points for best net on back</p> <p>Note: The best net on each hole is totaled to form the team's total best net</p>	<p>Points per match (Match Play 'Most holes')</p> <p><input type="text" value="00"/> Points for most holes won</p> <p><input type="text" value="00"/> Points for most holes on front</p> <p><input type="text" value="00"/> Points for most holes on back</p>
---	---	--

Note: In case of ties points are divided in half.

Award hole by hole points to the team that has the player with the best ball. LM calculates points as follows:

- You enter the hole scores for each competing player.
- LM applies the player's net handicap strokes according to each handicap hole on the course. The player with the lowest handicap plays from scratch.
- The best ball on each hole is used to determine points. Points are split for ties.

You may set the amount of points awarded for:

1. Points per hole. The team with the best ball for the hole wins the points. You also have the option to post these points as player points NOT team points.
2. Points per match (Medal play “Best net”). The team’s best net score on each hole is added together to form a team total net score. The team with the best total net wins the points.
3. Points per match (Match Play “Most holes”). The team that wins the most holes in the match receives these points.

EXAMPLE:

John Smith and Ted Rogers are playing against Tim Jones and Fred Simpson—1 point per hole. They shoot the following:

Hole	1	2	3	4	5	6	7	8	9	Total		
Par	4	5	3	4	4	3	4	5	4	36		
Hole Handicap	9	1	15	13	5	17	7	3	11			
Player Name										Score	Handicap	Net
Smith, John	4	6	3	6	4	3	5	5	5	41	05	36
Rogers, Ted	4	7	5	6	6	4	5	7	6	50	15	35
Jones, Tim	4	7	6	6	5	5	5	7	6	51	17	34
Simpson, Fred	8	7	7	6	6	5	6	7	6	58	18	40

Smith has the low handicap of 5. He will play from scratch.

Rogers receives 10 strokes (15-5=10).

Jones receives 12 strokes (17-5=12).

Simpson receives 13 strokes (18-5=13).

The scores are adjusted and points are awarded as follows:

Hole	1	2	3	4	5	6	7	8	9	Total			
Par	4	5	3	4	4	3	4	5	4	36			
Hole Handicap	9	1	15	13	5	17	7	3	11				
Player Name										Medal	Match	Total	
Smith, John	4	6	3	6	4	3	5	5	5				
Rogers, Ted	3	5	4	5	5	3	4	6	5				
Best Ball Score	3	5	3	5	4	3	4	5	5				
Points	0.5	0.5	1.0	0.5		1.0	0.5	0.5	0.5			5.00	
Jones, Tim	3	5	5	5	3	4	4	5	5				
Simpson, Fred	7	5	6	5	4	4	4	5	5				
Best Ball Score	3	5	5	5	3	4	4	5	5				
Points	0.5	0.5		0.5	1.0		0.5	0.5	0.5			4.00	

Smith/Rogers win holes 3 and 6 and split holes 1,2,4,7,8 and 9. Total of 5.0 points

Jones/Simpson win hole 5 and split holes 1,2,4,7,8 and 9. Total of 4.0 points

PLAYER versus COURSE

Point Parameters

1. Start | 2. Player vs Player | 3. Team vs Team | 4. | **5. Player vs Course** | 6. Player\Team vs Field | 7. Other

STABLEFORD COMPETITION
Points per hole for net...

<input type="text" value="00"/> Net Double Eagle or less	<input type="text" value="00"/> Net Par	<input type="text" value="00"/> Net Triple Bogey
<input type="text" value="00"/> Net Eagle	<input type="text" value="00"/> Net Bogey	<input type="text" value="00"/> Net Quadruple Bogey or more
<input type="text" value="00"/> Net Birdie	<input type="text" value="00"/> Net Double Bogey	

Award stableford points only for best ball on the team

OTHER Course Points

<input type="text" value="00"/> For net score under par
<input type="text" value="00"/> For net score equal to par

Award 1 point for each stroke under par and -1 point for each stroke over par. (Net score)

Points are awarded for playing against the course.

Stableford Competition

LM calculates points as follows—You enter the hole scores for each of the competing players. The player's full handicap is used and handicap strokes given according to each handicap hole on the course.

You may set the amount of points awarded for:

- Points for par, birdie, eagle, etc. The net score for each hole is compared to the par, and points awarded accordingly.
- You may also choose to award only points for the best ball on the team.

Other Course Points

- For net score under par - If the player's net score is less than par, he/she receives these points.
- For net score equal to par - If the player's net score is equal to par, he/she receives these points.
- You may also choose to award 1 point of each stroke under par and -1 (negative) point for each stroke over par.

Players\Teams versus Entire Field

Point Parameters

1. Start
2. Player vs Player
3. Team vs Team
4.
5. Player vs Course
6. Player\Team vs Field
7. Other

PLAYER VS FIELD (Compare player's net score to every other player)

(Points awarded to each golfer)

Points for each player beat.

Points for each player tied.

Compare only scores within each player's flight. Each flight will have a 1st place, 2nd place, etc. If you do NOT mark this option all player's scores will be compared regardless of flights.

TEAM VS FIELD (Compare team's net score to every other team)

(Points awarded to each team)

Points for each team beat.

Points for each team tied.

For team total net score use...

All 4 player's net scores

Only lowest net scores

This allows you to award points where each player\team is playing against every other player\team in the league.

Compare Players Net Score

You can award points for:

- Each player another player beats (net score)
- Each player another player ties (net score)

Example: Your league has 6 players and you are awarding 2 points for each player beat and 1 point for a tie.

<u>Player</u>	<u>Net Score</u>	<u># Players Beat</u>	<u># Players Tied</u>	<u>Points Won</u>
Fred	33	5	0	10
George	34	3	1	7
John	34	3	1	7
Sam	36	2	0	4
Chuck	37	1	0	2
Todd	40	0	0	0

Compare Team Net Scores

You can award points for:

- Each team another team beats (total team net score)
- Each team another team ties (total team net score)
- You can also set the number of low net scores to use to determine team net totals.

Example Your league has 6 teams with 10 players per team and you are awarding 2 points for each team beat.

<u>Team</u>	<u>Total Team Net Score</u>	<u># Teams Beat</u>	<u>Points Won</u>
#1	331	5	10
#5	342	3	6
#6	342	3	6
#2	369	2	4
#4	370	1	2
#3	403	0	0

Other Parameters \ Points

Point Parameters

1. Start | 2. Player vs Player | 3. Team vs Team | 4. | 5. Player vs Course | 6. Player\Team vs Field | 7. Other

Player's TOTAL points are the sum of

ALL events 00 Points for showing up

Best events

Team's TOTAL points

Drop low player points on each team in each event

Drop high player points on each team in each event

Type of Play

Play head to head (Opposing players play the same course)

Play against course\field (No opposing players)

Points a substitute wins go to

The sub him\herself (recommended)

The player sub is subbing for

Player's TOTAL points are the sum of

Most leagues use all points a player scored in all events to form his/her total points. However you can instruct LM to use only the best X event points when calculating a golfer's total points.

Drop POINTS

If you are running a league with a large number of players per team, you may consider dropping some low player points in each event. This helps teams to not be penalized if some of their players do not show - thus "no shows" (0 points) will not be considered for team standings. LM can drop 0, 1, 2,...low points for each event. Dropped points are ignored when team points are totaled. Points are not dropped for player totals. Dropping points affects only how LM calculates team points, it does not remove entered data. Drop High Points...works just like Drop Low Points above.

POINTS For Showing Up

Lets you award points to players for showing up. If a player has a substitute or forfeits he is considered a NO show.

Type of Play

Play head to head (Opposing teams play the same course)

LM automatically makes sure opposing teams are playing the same course. If you change the course one team is playing, the course for the opposing team will also change.

Play against Course\Field (No opposing team)

There are no opposing teams. Each team can play a different course.

Points a Substitute wins go to:

The Sub him\herself

Any points a substitute wins are credited to him\herself and the team the sub is playing for. Note: Most leagues use this option because it allows substitutes to participate in the league standings.

The Player Sub is Subbing for

Any points a substitute wins are given to the golfer the sub is playing for. The substitute receives no points. Note: If a player gets a good substitute he\she can end up winning the individual standings with points he\she actually never earned. You may want to consider not selecting this option, and show individual standings by **average** points. Average points shows a player's true ability and does not penalize him\her if they do not show up to play every time.

Example: Three players in your league are ranked by average points.

<u>Name</u>	<u>Number of Events Played</u>	<u>Total Points</u>	<u>Average Points</u>
Fred Jones	8	85	10.63
Tom Smith	10	95	9.50
Bill Taylor	8	76	9.50

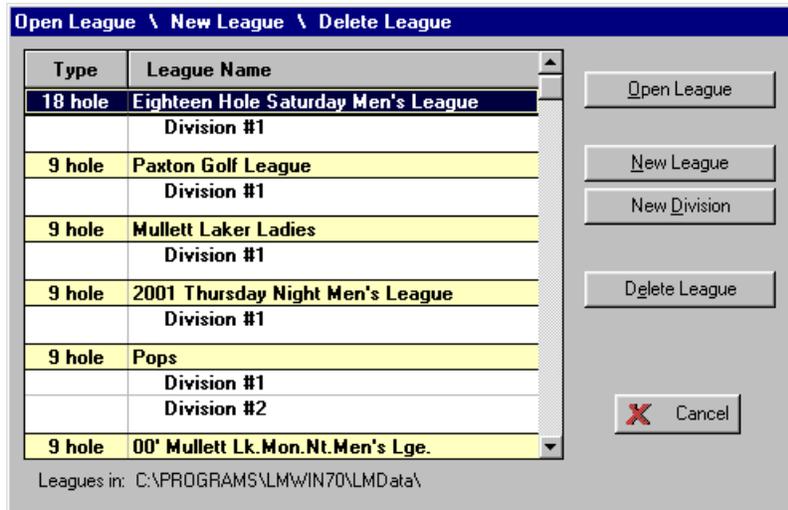
You can see that even though Tom Smith has more points than Fred Jones, Fred Jones is the better player because he scores more points each time he shows up to play.

Performing League Functions

Opening \ Creating a league

To create a new league, select “Create New League” on the LEAGUE menu.

To open another league\division, select “Open Existing League\Division” on the LEAGUE menu.



Starting a New League

To create a new LEAGUE click the [NEW League] button. The “Parameters for League” form will appear. Enter the appropriate information. See Starting Up a League on page 2 for detailed information on creating a new league.

Starting A New Division

Select the league to add a division to and click the [NEW Division] button. Note: A division acts just like a separate league, except that substitutes are shared between divisions.

Open a League\Division

Select the league\division to load and double click or click the [Open League] button.

Delete a League\Division

Lets you delete an entire league\division from your computer. Be careful with this option! For safety, the LEAGUE currently opened cannot be deleted. Select the league\division to delete, and click the [DELETE LEAGUE] or [DELETE DIVISION] button. Type “YES” to verify deletion.

Pairing Teams

To pair teams pull down the SETUP menu and select Automatic Scheduling or Manual Scheduling. LM can pair teams automatically using the AUTOMATIC SCHEDULER. See Automatic League Scheduler on page 15. Or you can manually pair teams using the MANUAL SCHEDULER. See Manual League Scheduler on page 17.

Setting course(s) to play

To set each course a team plays use any of the following three methods:

1. LM can set courses automatically using the AUTOMATIC SCHEDULER or you can manually set courses using the MANUAL SCHEDULER.

2. Pull up the player's SCORECARD and change the course there.
3. Select the team on the main list and click [Edit Team]. The TEAM INFORMATION form will be displayed. Change the course in the "Course Team is Playing" list.

Setting Tee Times

To set tee times pull down the SETUP menu and select Automatic Scheduling or Manual Scheduling. LM can set tee times automatically using the AUTOMATIC SCHEDULER. See Automatic League Scheduler on page 15. Or you can manually set tee times using the MANUAL SCHEDULER. See Manual League Scheduler on page 17.

Player pairing order on a team

By default, LM pairs players in default order (order they were placed on the team). The current "Player Pairing" mode is displayed on the bottom right corner of the screen.

NOTE: Player pairing is only required if your league plays a match competition (player vs player / team vs team) and you are entering scores hole-by-hole. LM needs to know which players are paired to bring up the correct opponents on the scorecards and calculate points correctly. The order the players appear on the team is the order in which they will be paired. In other words the first player on a team will play the first player on the opposing team.

TIP: To quickly see each player's opponent, pull down the VIEW menu, select "Custom Views", and load the "Opponent View".

Players can be paired in five different ways:

1. By Handicap
2. By Flight
3. By Total Points
4. By dragging and dropping to the correct position
5. By Player Position

Automatic Pairing

To sort(pair) players automatically, select "Player Pairing for Team vs Team" from the TOOLS menu.

1. By Handicap
Players are sorted by handicap—low to high.
2. By Flight
Straight Pair (A-A, B-B,...). Players are sorted by flight and straight paired. A plays A, B plays B, C plays C, D plays D, etc.
Cross Pair (A-B, B-A,...). Players are sorted by flight and cross paired. A plays B, B plays A, C plays D, D plays C, etc.
Mix Pair (ACBD). Players are sorted ACBD on the team. Applies only to 4 man teams.
Mix Pair (ADBC). Players are sorted ADBC on the team. Applies only to 4 man teams.
3. By Total Points
Players sorted by total points.

Manual Pairing

4. By dragging and dropping to the correct position.
To manually reposition players on a team, drag the "Player Icon" (to the left of each player's name) and drop it on the player you wish to swap with.
5. By Player Position
Select the player and double click to reveal the "Player Information" form. Type the player's position in the "Position" box. The position is the order you want the players to appear on the team. For example, a four man team would have 4 positions: 1,2,3,4. When you are finished, sort by player position.

Flighting Players

Flights can be used to pair golfers on teams and/or be used as a selection filter in individual player reports. For example, you can have two standings reports...one for the A flight, one for the B Flight. There are two ways to flight a player(s).

1. To manually assign a flight to a player, pull up the player's information form and enter the appropriate flight.
2. To automatically flight players, select the "Automatically Flight Players" on the TOOLS menu. The "Flight Players" form will appear.

Determine flights using: Handicap | 4 | Number of flights (1-26) | Include Substitutes

Players			Flight Ranges			
Flight	Player	Handicap	Flight	# Players	Low Range	High Range
A	Standefee, George	10.27	A	7	---	14.74
A	Smith, Tim	10.27	B	7	14.75	18.61
A	Bolin, Bill	10.56	C	7	18.62	25.62
A	Kensil, Corky	10.59	D	7	25.63	9999.99
A	Vorreger, Harold	13.76				
A	Cox, Don	14.71				
A	Rawlings, Ed	14.74				
B	Patton, Gene	15.41				
B	Winking, Bill	16.36				
B	McGee, Marty	16.36				
B	Leich, Marshall	17.95				
B	Kimsey, Bill	17.98				
B	Hudson, Lou	18.30				
B	Williams, Bob	18.61				
C	Salefski, Bob	18.90				
C	Pflugmacher, Gus	19.25				
C	Jackson, John	20.52				
C	Thornton, Russ	21.12				
C	Langen, Ed	21.15				
C	Harbour, John	21.47				

Buttons: Automatically set ranges above... | Ignore ranges...put equal number of players in each flight | Set flights inside each team. The lowest handicap player on the team will be A. The highest handicap player will be B. | OK | Cancel

LM can automatically determine flights by player's handicaps, average gross score, or average net score. Usually you flight players by handicap, but flighting players by gross or net scores can be useful if you need to flight players by scores shot in previous rounds. Drop down the "Determine flights using" box to select how you wish to flight players.

LM lets you set flights using one of five ways:

1. **LM can automatically set flight players inside each team.**
Click the [Set flights inside each team] button. The lowest handicap player on each team will be assigned to the A flight, the next player to the B flight, etc.
2. **LM can automatically set the ranges for each flight and flight players accordingly.**
Click the [Automatically set ranges above] button and LM will try to determine flight ranges by putting an equal number of players in each flight. Click [OK] to close the form and apply the flights to your players.

Note: LM will set the boundaries for each flight and try to put an equal number of golfers in each flight. But, it is not always possible to put an equal number of golfers in each range. For example, if you were flighting by handicap and you have 100 golfers and 4 flights, then you want 25 golfers in each flight. However if 30 of the golfers have a handicap of 10, then at least one flight must have 30 golfers and the rest something less.

3. **LM simply puts an equal number of players in each flight.**
Click the [Ignore ranges...put equal number of players in each flight] button and LM will simply put an equal number of players in each flight. Click [OK] to close the form and apply the flights to your players.

Note: LM automatically flights your players with an equal number of golfers in each flight regardless of flight handicap boundaries. For example, if you were flighting by handicap and you have 100 golfers and 4 flights, then you want 25 golfers in each flight. LM simply sorts your list by handicap and puts the first 25 golfers in flight A, next 25 in B, next 25 in C, and last 25 in D. Note that if golfer 25 and 26 both have a handicap of 10, you will have a 10 handicap golfer in flight A and a 10

handicap golfer in flight B.

4. **You can manually set the flight ranges and LM flights players accordingly.**

In the “Flight Ranges” table, type the “High Range” for each flight. The number of players in each flight is automatically calculated. LM will use the range you type for each flight to determine each player’s flight. Click [OK] to close the form and apply the flights to your players.

5. **You can manually set flights for each individual player or a range of players.**

Select a player or range of players in the “Players” list. Click the [Change Selected Player(s) Flight] button or right-click the player to set the flight. Remember, you can select a range of players by clicking and dragging your mouse to select multiple players, or by holding down the SHIFT or CTRL key.

Swapping players onto other teams

Some leagues allow players currently on a team to play for other teams.

Example:

The XYZ league has 6 members on each team. Only 4 are allowed to play each event.

Team #1 has 5 players show up to play. Team #4 has only 3 members show up to play.

John Doe is a member of team #1 and wants to fill the vacant spot on team #4.

To set John Doe to play for team #4:

1. Click John Doe’s “Player Icon” (to the left of his name), drag, and drop it onto a player (that will not play) on team #4

OR-

1. Select John Doe from the list.
2. Click the [Swap Position] button.
3. Select a player (that will not play) on team #4 to swap with.
4. John Doe will now appear on team #4 for this event.

Notes:

- Any points a swapped player wins are attributed to the team he has been swapped to.
- The Team column (on the main list) will display T# to indicate the team the player usually resides on.

Making a Player Inactive

Some leagues, usually 5+ players per team, allow only a portion of their team members to play in each event. To mark a player as inactive, select the player and type F7 (Function key F7)...or pull up the “Player Information” form and mark inactive. An “X” will appear next to the name, indicating he/she is inactive. Inactive players will appear at the bottom of each team after sorting player positions. To sort players on team, select “Player Pairing for Team vs Team” on the TOOLS menu.

Changing the number of substitutes

1. Pull down the SETUP menu and select “League Parameters”.
2. The number of substitutes in your league can be from 5 to 99.

Note: If you have more than one division, subs are shared across divisions.

Making Substitutions

Adding a substitute to the league

Move to the SUBSTITUTES section at the very bottom of the list. Move to a blank position and double click to add a new substitute.

Making a Real Substitution

To make a substitution:

1. Select the player being substituted for and click the [SUBSTITUTION] button.
2. The substitute list will appear. Select the substitute, from the "SUBSTITUTE" list box.
3. Click the [Make Substitution] button

The substitute will appear in the player's position with "SUB" before his/her name.

Note: A substitute can only sub for one person each event.

To remove a substitution

1. Select the player with the sub.
2. Click the [Remove Sub] button.

Note: Most leagues require any points a substitute wins to be credited to the substitute him/herself. However if your league requires any points a substitute wins to be awarded to the player he/she is substituting for, make sure this option is marked on the POINT PARAMETERS under the SETUP menu.

Ghost Substitutes

The first five substitutes in the substitute list are called the "GHOST SUBSTITUTES". Use one of these substitutes if no human substitute is available. Each Ghost may be customized for any situation your league encounters. For example, you could have a regular ghost, bad weather ghost, easy ghost, hard ghost, ghost for each different course your league plays, etc. Most leagues have only one type of ghost, but the option is there for up to five different kinds of ghosts. *Once ghost parameters are set they should remain the same throughout the season!* Note: A ghost can substitute any number of times.

By default, the Ghost scores bogey on the first 5 handicap holes, with par on each remaining hole. The Ghost has a handicap of 0. To change the Ghost's parameters, highlight the "GHOST SUBSTITUTUTE #" player, and click the [Edit Player] button.

1. "Ghost has a handicap of 0 \ Ghost inherits substituted player's handicap"
If you want the ghost to inherit the substituted player's handicap mark this option, otherwise the ghost's handicap is 0.
2. "Ghost shoots X strokes plus handicap over par". Set the number of additional strokes the ghost will shoot over par plus any inherited handicap. The higher the value, the easier the ghost is to beat.

$$\text{Ghost score} = \text{Par for Course} + \text{Ghost Handicap} + X \text{ strokes}$$

The ghost will shoot par plus any inherited handicap plus any additional 'X' strokes. Strokes will be applied according to the hole handicaps.

Example: Ghost inherits a 3 handicap, and is set for 5 additional strokes. Par for the course is 36.

$$\text{Ghost score} = 36 + 3 + 5 = 44$$

The ghost will score a bogey on the first 8 handicap holes. Strokes will be applied according to the hole handicaps.

3. "Ghost wins points for... No points, Substituted Player, Substituted Team"
If you want the ghost to win points for the substituted player, mark option for substituted player.
If you want the ghost to win points for the team, mark option for substituted team.
4. "Ghost can only win a maximum of X points" If you have a maximum number of points the Ghost can win type that here...otherwise if there is no maximum set it to 99 (Ghost can win any number of points).
5. "Ghost's opponent wins at least X points". This option lets the ghost's opponent win at least X points.

Example:

Ghost's opponent wins a minimum of 4 points.

*John Doe plays against the ghost and wins only 2 points. His points are adjusted to win 4 points.
John Doe plays against the ghost and wins 6 points. No adjustment needed.*

Make Up \ Matched Cards

Some leagues allow a player to make up a score. If he/she does not show up, no score is posted. The next time the player shows, his score is posted twice; once for the current event, and again for the past event. To post a match card:

1. Post the score for the current event.
2. Move back to the past event.
3. Enter the score for the past event.
4. Most leagues do not let this score (which has been entered twice) count towards the handicap. To remedy the problem you must override\lock the “No show’s” scorecard (for this event). You want to remove the adjusted gross score, which is used to calculate a handicap.
 - A. Pull up the “PLAYER “INFORMATION” form.
 - B. Enter and lock the adjusted gross score to 0. The score will not be considered for handicapping.

NOTE: The major problems with “make ups” is that the event standings are not final until all score cards have been posted for that event.

Player Substitutes for Partner

Some leagues let one team member substitute for the other. Use the following procedure to do this:

1. Enter the scorecard for all players that showed. Do not post any scores for the player(s) that did NOT show.
2. Everything will be correct except the points awarded. To award the correct points:
 - A. If you give points to each player...Double click the player’s name to view the player’s “Player Information” form. Enter and lock the correct player points.
 - B. If you give team points...double-click the team’s name to view the “Team Information” form. Enter and lock the correct team points.

Note: Usually points a no-show player wins are recorded in “Team” points, not given directly to the no-show player as player points. This allows the team to get credit for the points without the no-show player receiving credit for points directly. If you choose to give a no-show player points directly his/her total points will not truly reflect the actual points he won while playing for himself. He/she could end up winning the individual standings with points he/she actually never earned.

Special Situation (Override \ Lock the Scorecard)

If for any reason you need to alter the scores and points determined by the scorecard, LM gives you the capability to override these values.

To override \ lock a player’s points and scores calculated by a scorecard:

1. Pull up the “Player Information” form. Highlight the player and click the [Edit Player] button.
2. Mark “Lock Scorecard”.
3. Type the Gross Score, Adjusted score, Points, pars, birdies, eagles, and putts you want the player to receive. The player’s scores and points will appear in RED to indicate that you have overridden the points and scores calculated by the scorecard. Remember: If you mark “Lock Scorecard”...scores entered on the SCORE CARD will be ignored and only scores and points entered on the player form will be used.

To override \ lock team points calculated by a scorecard:

1. Pull up the “Team Information” form. Highlight the team and click the [Edit Team] button.
2. Mark “Lock Team Points”. Click with the mouse.
3. Type the points you want this team to receive for the current event. The team points will appear in red to indicate that you have overridden the points calculated by the score card. Remember: If you mark “Lock Team Points”...team points calculated on the SCORECARD will be ignored and only points entered on the team form will be used.

Changing the number of teams

It is highly recommended that you BACKUP your league before changing the number of teams. This is a precaution, just in case you need to revert back to the original setup.

If you are ***increasing*** the number of teams in your league and ...

1. You want LM to rebuild the schedule to include new teams in the mix.
 - A. Pull down the SETUP menu and select "Automatic Scheduling". (You must be in event number 1)
 - B. Type the new number of teams in the "Number of Teams" box. Press ENTER. Type "yes" to verify this change.
Note: LM will rebuild the automatic schedule.
2. You want to preserve the existing schedule, do not want the existing schedule altered.
 - A. Pull down the SETUP menu and select "Manual Scheduling".
 - B. Type the new number of teams in the "Number of Teams" box. Press ENTER. Type "yes" to verify this change.
Note: The new teams you added will not be paired with the existing schedule.

If you are ***decreasing*** the number of teams in your league...

1. Pull down the SETUP menu and select "Automatic Scheduling". (You must be in event number 1)
2. Type the new number of teams in the "Number of Teams" box. Click anywhere on the screen. Type "yes" to verify this change.
Note: Since some teams will be deleted, LM must completely rebuild the schedule.

Changing the number of events

1. Pull down the SETUP menu and select "Manual Scheduling".
2. Type the new number of events in the "Events for the Season" box.

Calculating handicaps \ points

LM does not recalculate handicaps and point totals every time you make a change. To force an immediate update of handicaps and point totals click the [CALCULATE] button (the button that looks like a calculator). The speed key to recalculate handicaps and point totals is F2.

Note:

LM automatically calculates handicap and point totals when necessary. Points and handicaps are automatically calculated when you move to another event, add practice scores, or print reports.

Changing the league \ sponsor name

1. Pull down the SETUP menu and select "League Parameters".
2. Type the name of the league and sponsor in the appropriate box.
Note: The league name appears on the first line of each page report. The league sponsor appears on the second line of page reports.

Reports

Standard, Text Style, and Custom reports

LM offers three types of reports: Standard, Text style, and Custom. (Note: Text Style reports are available only for 9-hole leagues.)

Standard and **Text** reports have “set” layouts. Reports include...

- | | |
|---------------------------------|------------------------------|
| Score Cards | Itemized Golfer Info |
| Team Pairing Sheets & Cards | Scores for All Golfers |
| Event Results (Team/Individual) | Course Results |
| Individual Standings | Player Roster |
| Skins (Individual or Team) | Season Schedule |
| Ringer Report | Address Directory and Labels |

Standard reports print in a proportional space font, which is usually considered more pleasing to the eye. **Text** reports print in a mono space font, just like this sentence. Because **standard** reports are printed in a proportional font, they appear in a columnar format. When you are viewing a standard report, you will see column headers, numbered from 1 to X. If you choose, any column can be expanded or completely eliminated by clicking on the column separator and dragging the column header left or right. If you choose to print (export) any standard report to disk, it can be saved in several formats, including HTML (web based), Excel, or TAB delimited.

Text style reports are printed in a text based (non-columnar) style. If you choose to print any standard report to disk, it is saved as an ASCII file. ASCII files can be imported into almost any word processor. Text style reports can also be sent to the League Manager editor where comments can be added to reports and other changes made.

Custom reports let you create your own report layout. Several “sample” layouts have been created for you to choose from, however you can also create any number of report layouts which display only the items you choose.

Viewing\Printing a report

STANDARD REPORTS League: Sample Paxton Golf League Division: 1															
Page: # Sample Paxton Golf League 01/21/02															
Gross Holes for Event 2 - 04/12/02															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Greenway - Front-W/R		1	2	3	4	5	6	7	8	9					
		W-Par:	4	4	4	3	4	5	3	5	4	Gross		Net	
Pos	Player	R-Par:	4	4	5	3	4	5	3	5	4	Score	Hcp	Score	Points
1	KOHNE, Luther		4	4	7	5	6	7	6	5	6	50	11	39	7.00
2	LINDQUIST, Don		5	5	4	7	5	7	4	6	4	47	5	42	6.00
3	MCCLEAN, William		4	4	5	6	4	6	5	5	4	43	5	38	6.00
4	TANT, Clarence		5	4	5	5	5	4	6	4	6	44	5	39	6.00
5	BALSHER, Henry		7	7	7	7	5	7	6	7	6	59	18	41	5.50
6	GIRARD, John		4	8	7	5	7	5	5	5	3	49	11	38	5.50
7	PECK, Gerald		8	8	6	7	5	4	7	5	3	53	13	40	5.50
8	VOGT, Stuart		4	7	7	4	5	7	3	4	3	44	6	38	5.50
9	BACH, George		4	3	6	6	6	7	3	4	4	43	5	38	5.00
10	BRISBANE, Austin		7	4	7	4	6	5	5	7	3	48	10	38	5.00
11	DAVIS, James		4	5	6	3	6	4	4	4	5	41	4	37	5.00
12	JENTSCH, Robert		5	4	5	3	4	5	5	5	3	39	1	38	5.00
13	MCGOVERN, Frank		6	3	6	3	6	5	4	3	3	39	2	37	5.00
14	MILLER, James		4	5	5	4	6	7	8	5	4	48	10	38	5.00
15	SCAGLIONE, Charles		3	4	8	3	5	7	3	4	7	44	6	38	5.00
16	SEARS, James		4	5	5	5	4	5	6	5	5	44	6	38	5.00
17	SOKOLOSKI, Edmund		4	4	4	6	7	5	4	6	7	47	8	39	5.00
18	SOWAR, Joseph		6	5	6	5	5	6	6	5	7	51	11	40	5.00
19	ADAMS, Joe		3	4	8	3	4	7	3	8	5	45	3	42	4.50
20	BALL, William		8	8	8	6	5	4	3	7	7	56	13	43	4.50

To print a report:

1. Click the REPORTS menu and choose the report to print.
2. (Optional) Change report parameters to customize your report. You can select which items appear on the report, fonts, text size, styles, headers, etc.
3. When the report is on the screen, click on [Print]. The Print form appears.
4. To PRINT to paper, click the [PRINT] button.
To “Preview” before printing, click the [PRINT PREVIEW] button.
To save the report as a file...
 - If you are in Standard Reports, click the [Export to Html, Excel, or Text file] button. LM creates a Html (web format), Excel (Microsoft Excel format), or Text (TAB delimited) file, which can be imported into most web pages, browsers, spreadsheet applications and word processing programs.
 - If you are in Text Style Reports, check the “Print to file” option. Type the name of the file. LM creates an ordinary ASCII text file to use with a word processing program.

Report Setup

The SETUP menu provides the following options:

Report Setup

PAGE HEADER

Mark the items you wish to appear on each page header. The league name and sponsor can be changed by accessing the “League Parameters”, found on the SETUP menu . (That is the SETUP menu on the main screen.)

INCLUDE SUBS IN SEASON STATS

Mark this option if you want to include the substitutes in the season statistics.

DISPLAY HANDICAPS AS

Handicaps can be displayed in reports as either whole or decimal numbers.

DISPLAY POSITION TIES AS

Select the format your league uses in displaying positions.

Change Font

You can use any style font for your reports. Standard reports can use any style font, but the size of the font cannot be changed. Custom reports or Text Style reports can use any size or style of font.

Custom Reports and Views

Custom reports\views let you create reports\views that show each player or team and their respective information. Custom reports\views are laid out in a columnar format. In other words, each row consists of a player or team, and each column displays information about the player or team. You can create any number of report\view layouts.

VIEWS

A custom view lets you determine how you want to view information on your main input screen. To load, create, edit, or delete a custom view, pull down the VIEW menu and select CUSTOM VIEWS. Just like reports, views can be printed or exported at any time. *Tip: Feel free to experiment. Any view you create can be altered or deleted at any time. (There are 8 sample views that you can use. Feel free to edit these layouts. They will give you a good idea of how views are created.) Samples include:*

- Address and Phone Numbers. Shows each players address, phone and email.
- Hole-by-Hole Scores. Displays each player's hole-by-hole score, gross, handicap, net and points for the current event.
- Itemized Handicap for Each Event. Shows each golfer's handicap for all events.
- Itemized Points for Each Event. Shows each player and team's itemized points for each event.
- Opponent View. Displays each team and player's opposing opponent for the current event.
- Player Info and Stats. Each player and all his/her statistics (totals, averages, highs, lows, etc.).

REPORTS

A custom report lets you select how you want information displayed on a report. To load, create, edit, or delete a custom report, pull down the REPORTS menu and select CUSTOM REORTS. *There are 7 sample report layouts that you can experiment with. Samples include:*

- Flighted Standings for Individual League. Shows the event results and the handicap/opponent for next week. Good for individual leagues.
- Individual Average Point standings. Shows standings by average points and an itemization of points won for each event.
- Phone Directory. Three-column phone directory. Displays each player and their home phone number.
- Player's round info. Show hole by hole what a player shot, gross, handicap, and net.
- Team Standing. Displays team standing and event results.

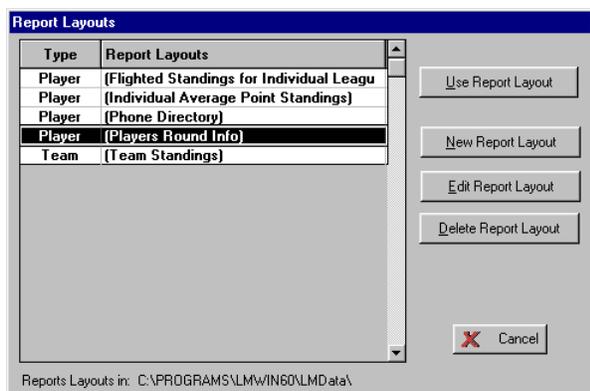
Creating a Custom Report\View Layout

Custom reports and custom views work the same. For simplicity "reports\views" will be referred to as only "reports" for the remainder of this documentation.

The image shows two screenshots. On the left is the 'Report Layout Builder' window. It has a 'Report Layout Name' field containing 'Player Standing by Flight'. Below this are three tabs: 'Report Columns', 'Report Header', and 'Report Styles'. The 'Report Columns' tab is active, showing an 'Items List' on the left and a 'Report Layout - items below will appear on report' table on the right. The table has columns for 'Col #', 'Item', and 'Column Header'. The items listed are: 1 Flight, 2 On Team # for Current Event, 3 Player Name, and 4 (empty). Below the table is a 'Print' dropdown set to '1' and 'Player(s) per row'. On the right is a screenshot of a report titled 'Sample Paxton Golf League' for 'Event #2 on 04/12/02'. The report is a table with columns for 'Pos', 'Flt #', 'Player', 'Total Points', 'Event #2 Opp', 'Gross', 'Hcp', 'Net', 'Points', 'Pars', 'Birdies', 'Eagles', 'Event #3 Opp', and 'Hcp'. The data shows player performance across two events.

Design a report\view layout. Save it. And display a report\view using this layout at any time.

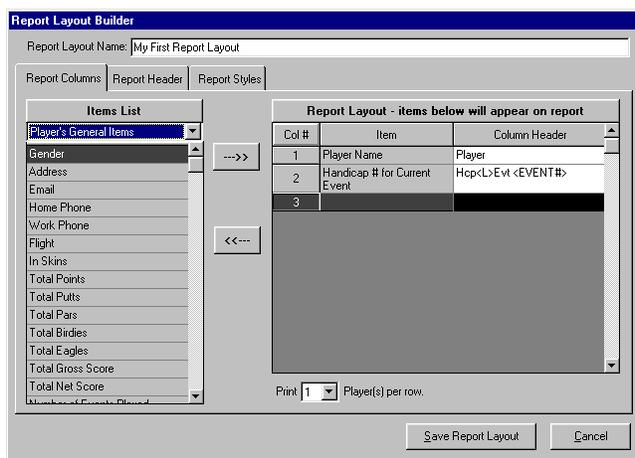
To create, load, edit or delete a custom report, click the REPORT menu and select “Custom Reports”. A list of all report layouts you have created will appear.



1. To view a report - Double-click the report layout or click the [Use Report Layout] button.
2. To create a new report layout - Click the [New Report Layout] button.
3. To edit a report layout - Click the [Edit Report Layout] button.
4. To delete a report layout - Click the [Delete Report Layout] button.

Building a New Report Layout

Click the [New Report Layout] button. A box will appear asking for the Report Layout name. Enter the name of the layout. Also select the type of report in the list box...Player or Team report. Click OK and the Report Layout Builder will appear...



On the form you will notice two columns. The column on the left is the ITEMS LIST, which contains items that can be placed on the report. The column on the right is the REPORT LAYOUT, which shows items that will appear on the report.

Selecting an Item to place on a report

Items are listed in different categories so that you can quickly find them. At the very top of the ITEMS LIST you will notice a drop down list box. This box contains the different categories available. Select the items category you wish to view. For example, the category currently selected in the above sample screen is “Player’s General Items”. See the table below for the different categories and items you can place on player and team reports.

Add an item to a report

Double click the item on the ITEMS LIST (left side) and it will move to the right (on the REPORT LAYOUT). You will notice when you add an item it is inserted on the column currently highlighted on the REPORT LAYOUT.

Remove an item from a report

If you need to remove an item from the REPORT LAYOUT, double click it to remove back to the ITEMS LIST.

Customizing Column Headers

LM automatically inserts a “Column Header” for each item you place on a report layout. However, if you do not like the default, you can change this at any time. Simply edit the “Column Header” and type the text you wish to appear.

There are three special items you can type in a column header to instruct the program to insert special information:

- <EVENT#> - Will insert the event number. For example 9.
- <EVENTDATE> - Will insert the event date. For example 06/01/00.
- <L> - Will cause the text that appears after this to be on the next line.

Example: Assume you place the item “Handicap # for Current Event” on your report layout. You type the following in for the Column Header: Hcp<L>Evt #<EVENT#>

Assuming you are viewing event #5 when you view this report, the column header would appear as:

Hcp Evt #5

<L> instructs the software to move further text to the next line.

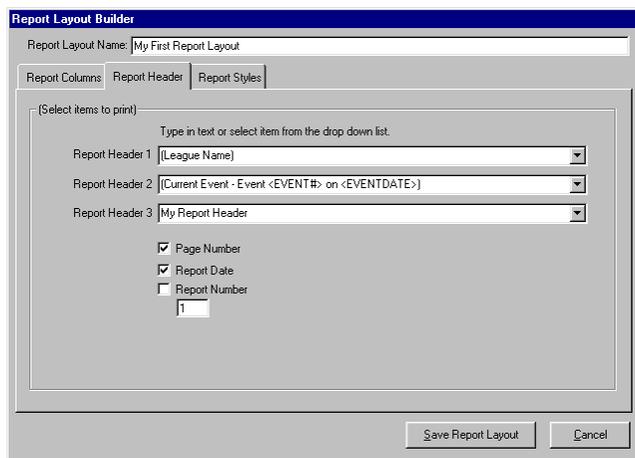
<EVENT#> instructs the software to insert the current event’s number.

Number of Players\Teams per row

The box under the Report Layout List, “Print X players\Teams per row”, lets you indicate how many players/teams you want to display per row. The default is one and usually you will only want to display one player or team per row. However you may show up to three players or teams per row. An example may be if you want a simple telephone directory with just the player’s name and phone number. You may wish to display 2 or 3 players per row to save paper, and the width of the report would not be too wide to accommodate this.

Report Headers

Click the “Report Header” TAB to see which items will appear on the report header.



A report can have up to three lines on its header. Simply type the text you want to appear on the report header or drop the list box and select one of the following items:

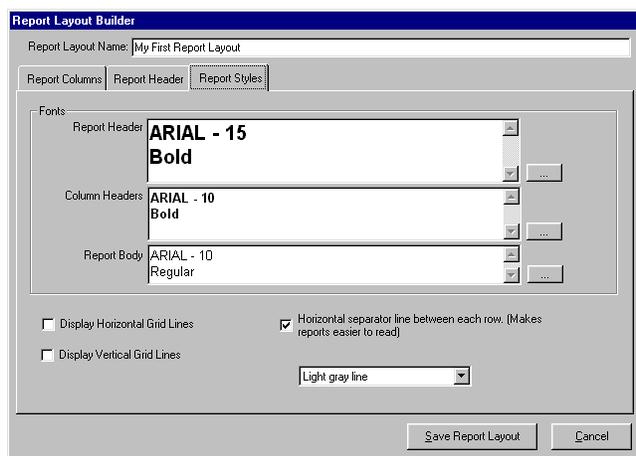
- (League Name) - Displays the name of the golf league you are currently working with.
- (League Sponsor) - Displays the sponsor of the golf league you are currently working with.
- (Current Event - Event <EVENT#> on <EVENTDATE>) - Displays the current event’s number and date. For example if you are viewing event #5 on 6-7-01, the header would print “Event #5 on 06/07/01”.
- (Event Range for Stats - Event # to #) Displays the current split season range. For example if your current split season range is events 11 to 20 the header would print “Statistics for Events 11 to 20”.

You can also check one of the following to appear on the report:

- Page Number
- Report Date (Current Date)
- Report Number (LM will display the report number you type in.)

Report Styles

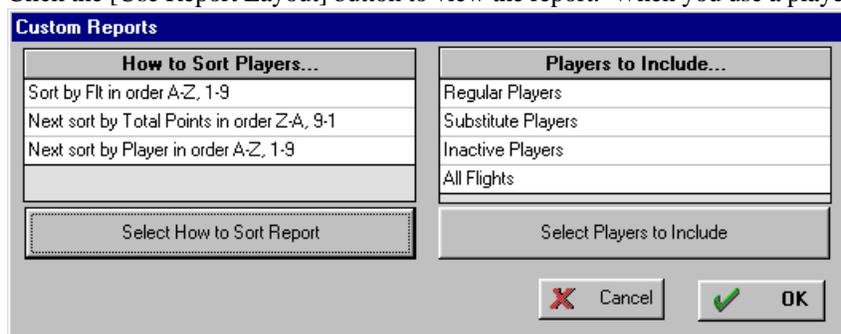
Click the Report Styles TAB to see how fonts and grid lines will be displayed on the report.



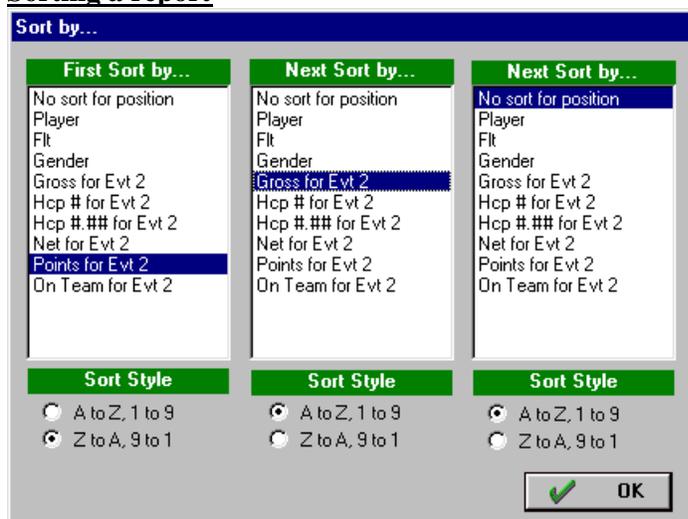
You can set font styles for the Report Header, Column Headers and Report Body. Just click the box to change the font and size. If you wish to display heavy horizontal or vertical lines to separate rows or columns check the “Display Horizontal” or “Display Vertical Grid Lines” check box. You can also display a lighter line between rows by checking the “Horizontal separator line between each row”. Then select the shade of the line...light gray, gray, or black. *Tip: Placing light lines between rows on wide reports, make them easier to read.*

Using Report Layouts

Click the [Use Report Layout] button to view the report. When you use a player report layout the following screen appears.



Sorting a report



Click the [Select How to Sort] button and select the columns to sort by. You can sort up to three columns simultaneously. Columns can be sorted ascending or descending. Assume you wanted a report to show flight winners by points with a tie break using fewest putts. You would set your report to sort first by flight (A to Z), then points (9 to 1), and finally fewest putts (1 to 9). Note: LM automatically saves how the report was last sorted...so this will be how it is sorted the next time it is displayed.

Filtering Players

Click the [Select Players to Include] button to customize which players you want included on the report:

- “Include Regular Player” - includes all regular players on the report.
- “Include Substitute Players” - Includes all substitutes on the report.
- “Flight”- Put the dot beside “ALL flights” to show all flights on the report. If you only want specific flights on the report, type the flights to display in the “Flight(s)” box. For example, to display only the A and B flights, type AB in the flight box.
- “Include players marked inactive” – Includes event players marked inactive in the report.
- “Gender” – You can select to include only men, ladies, or both.
- “Include only players that played a certain course” – If your league plays multiple courses you may want to include only golfers that played a certain golf course.
- “Include only players that played in the current event”- If you check this box only players that played in the current event (the event you are viewing) will be displayed on the report.
- “Include only players marked to play in skins” – If you mark this option, only players that have been flag to play in skins will appear on the report.

Note: LM automatically saves how the report was last filtered...so this will be how it is filtered the next time it is displayed.

Resizing Columns and Rows

The FIRST time you display a report, LM automatically sets the column widths to the defaults. In most cases you will want to resize the columns to fit your own specifications. You will notice that columns are numbered 1,2,3,etc. Columns can be resized by clicking the line between the column numbers and dragging right (make the column bigger) or left (make the column smaller).

Row heights can also be changed. Click the row sizer on the left side of the screen and drag down (make the row bigger) or up (make the row smaller). LM will ask if you want all rows the same size. If YES then all rows will be resized, if NO then only the selected row will be resized. *Tip: You can quickly eliminate a golfer from a report by resizing his/her row so that it is no longer visible.*

Note: LM automatically saves the columns width and row sizes you have set...so the next time you display the report layout it will use the widths you have specified.

Tip: To quickly set column widths back to the defaults:

1. *Highlight the Report Layout in the Reports Layout List.*
2. *Click the [Edit Report Layout] button.*
3. *On the Report Layout Builder click the button on the bottom left corner [Reset Default Column Widths and Row Heights].*

Exporting Reports to other programs (Html, Excel, or Text formats)

To export a report, click the [PRINT] button. Click the [Export to Html, Excel or Text File] button. Select the correct format and save the report.

Any standard report, custom report, or list view can be saved into a HTML or EXCEL file format. HTML is the universal format for viewing on the web or transferring reports and data from one program to another. This means you can view/import into any program that supports HTML without losing any formatting. HTML files can be imported directly to your website. Or pass reports to league members. As long as they have a web browser, MS Word, MS Excel, or any program that reads HTML, they can view the report.

Tip: To export data to any program. Simply build a custom report with only the items you wish to export, generate the report and save as a HTML file for import into a database or spreadsheet program.

Custom Report Items

Items that can be included on Player Report \ View Layouts

<u>Player's General Items</u>	<u>Description</u>
Player Name	Last name, First name
Gender	Displays M or F for gender
Address	Player's full address
Email	Email address
Home Phone	Home phone
Work Phone	Work phone
Flight	Player's flight A, B, C, D, etc
In Skins?	"Y" indicates in skins
Position in Standings	Displays the position number of the golfer according to how the report is being sorted
Total Points	Total points for all events*
Total Putts	Total putts for all events* Name item anything you wish. Putts is the default name
Total Greens	Total greens for all events* Name item anything you wish. Greens is the default name
Total Fairways	Total fairways for all events* Name item anything you wish. Fairways is default name
Total Prize\$	Total prize\$ for all events* Name item anything you wish. Prize\$ is the default name
Total Triple Bogeys	Total triple bogeys for all events*
Total Double Bogeys	Total double bogeys for all events*
Total Bogeys	Total bogeys for all events*
Total Pars	Total pars for all events*
Total Birdies	Total birdies for all events*
Total Eagles	Total eagles for all events*
Total Gross Score	Total gross for all events*
Total Net Score	Total net (gross – hcp) for all events*
Number of Events Played	Number of events the golfer has played

<u>Itemized Event Statistics (x)</u>	<u>Description</u>
<u>x – represents any event number 1 to 50</u>	
Course Played for Current Event	Name of course played in the current event
Gross Score for x	Gross score for any event
Adj Score for x	Adjusted gross score for any event. The adjusted gross score is the gross score adjusted for handicap purposes.
Points for x	Points scored for any event
Handicap # for x	Handicap displayed as a whole number for any event
Handicap #.## for x	Handicap displayed as a two decimal number for any event
Net Score for x	Net score for any event. Net score is the gross – handicap.
Putts for x	Putts for any event Name item anything you wish. Putts is the default name
Greens for x	Greens for any event Name item anything you wish. Greens is the default name
Fairways for x	Fairways for any event Name item anything you wish. Fairways is the default name
Prize\$ for x	Prize\$ for any event Name item anything you wish. Prize\$ is the default name
Triple Bogeys for x	Number of triple bogeys for any event
Double Bogeys for x	Number of double bogeys for any event
Bogeys for x	Number of bogeys for any event
Pars for x	Number of pars for any event
Birdies for x	Number of birdies for any event
Eagles for x	Number of eagles for any event
On team # for x	The team number the player is on for any event
Opposing team for x	The team number the player is playing against for any event.

<u>Hole By Hole Scores</u>	<u>Description</u>
Hole score x	Score shot on a hole. X – represents the hole number 1 to 18. Note: For nine hole leagues, if the golfer plays the back ,1 equates to hole 10, 2 hole 11, etc.

<u>Miscellaneous Calculated Statistics</u>	<u>Description</u>
Average Points	Average points for all events.* Average is the total points divided by the number of times a golfer played.
Average Gross Score	Average gross score for all events.* Average is the total gross divided by the number of times a golfer played.
Low Gross Score	The lowest gross score shot for all events*
High Gross Score	The highest gross score shot for all events*
Average Net Score	Average net score for all events.* Average is the total net divided by the number of times a golfer played.
Low Net Score	The lowest net score shot for all events*
High Net Score	The highest net score shot for all events*
Average Putts	Average putts for all events.* Average is the total putts divided by the number of times a golfer played.
Low Putts	The lowest number of putts shot for all events*
High Putts	The highest number of putts shot for all events*
Average Fairways	Average fairways for all events.*
Low Fairways	The lowest number of fairways shot for all events*
High Fairways	The highest number of fairways shot for all events*
Average Greens	Average greens for all events.*
Low Greens	The lowest number of greens shot for all events*
High Greens	The highest number of greens shot for all events*
Average \$Prize	Average \$prize for all events.*
Low \$Prize	The lowest \$prize for all events*
High \$Prize	The highest \$prize for all events*
Average Triple Bogeys	Average triple bogeys for all events.* Average is the total triple bogeys divided by the number of times a golfer played.
Average Double Bogeys	Average double bogeys for all events.* Average is the total double bogeys divided by the number of times a golfer played.
Average Bogeys	Average bogeys for all events.* Average is the total bogeys divided by the number of times a golfer played.
Average Pars	Average pars for all events.* Average is the total pars divided by the number of times a golfer played.
Average Birdies	Average birdies for all events.* Average is the total birdies divided by the number of times a golfer played.
Average Eagles	Average eagles for all events.* Average is the total eagles divided by the number of times a golfer played.

<u>Special Columns</u>	<u>Description</u>
Vertical Lines 1-5	Displays a double vertical line on the column. Good for separating one section of columns from another.
Blank Column 1-5	Displays a blank column. No information will be inserted in this column. Good for reports where you may need a column to hand write information in.

<u>Opponent Stats</u>	<u>Description</u>
Opposing Player's Name	The name of the opposing player.
Opposing Player's Flight	The flight of the opposing player.
Opposing Player's Handicap	The handicap of the opposing player
Opposing Player's Gross	The gross score of the opposing player
Opposing Player's Net	The net score of the opposing player
Opposing Player's Points	The points of the opposing player

* The range of events LM uses to calculate totals is set on the SETUP menu under “Range for Split Season”. For example, if you have a split season and have instructed LM to only include events 11 to 20 in calculating totals, only scores and points within event 11 to 20 will be used for calculating totals and averages.

Items that can be included on Team Report Layouts

<u>Team General Items</u>	<u>Description</u>
Team Number	Team’s number. 1,2,3, etc.
Team Name	Team name
Team Sponsor	Team sponsor
Group #	Team’s group number
Position in Standings	Displays the position number of the golfer according to how the report is being sorted.
Total Team Points	Total points awarded to the team.**
Total Player Points	Total of all points won by regular players on the team**
Total Sub Points	Total of all points won by substitutes on the team**
Total Drop Points	Total of dropped points**
Total Adjustment Points	Adjustment points
Total ALL Points = (Team + Player + Sub + Adj – Drop)	Total of all points (Team + Player + Sub + Adjustment – Drop)

<u>Team Event Totals</u>	<u>Description</u>
Team Total Gross Score for Current Event	Total gross score of all players on the team for the current event
Team Total Net Score for Current Event	Total net score of all players on the team for the current event
Team Total Putts for Current Event	Total putts of all players on the team for the current event. Name item anything you wish. Putts is the default name
Team Total Greens for Current Event	Total greens of all players on the team for the current event. Name item anything you wish. Greens is the default name
Team Total Fairways for Current Event	Total fairways of all players on the team for the current event. Name item anything you wish. Fairways is the default name
Team Total \$Prize for Current Event	Total \$prize of all players on the team for the current event. Name item anything you wish. \$Prize is the default name
Team Total Triple Bogeys for Current Event	Total triple bogeys of all players on the team for the current event
Team Total Double Bogeys for Current Event	Total double bogeys of all players on the team for the current event
Team Total Bogeys for Current Event	Total bogeys of all players on the team for the current event
Team Total Pars for Current Event	Total pars of all players on the team for the current event
Team Total Birdies for Current Event	Total birdies of all players on the team for the current event
Team Total Eagles for Current Event	Total eagles of all players on the team for the current event

<u>Itemized Event Points/Opponent (x)</u>	<u>Description</u>
<u>x – represents any event number (1 to 50)</u>	
Team Points for x	Team points for any event
Total ALL Points for x	Total points (Team + Player + Sub +Adj – Drop) for any event
Opposing team for x	Opposing team number for any event

<u>Special Columns</u>	<u>Description</u>
Vertical Lines 1-5	Displays a double vertical line on the column. Good for separating one section of columns from another.
Blank Column 1-5	Displays a blank column. No information will be inserted in this column. Good for reports where you may need a column to hand write information in.

** The range of events LM uses to calculate totals is set on the SETUP menu under “Range for Split Season”. For example, if you have a split season and have instructed LM to only include events 11 to 20 in calculating totals, only points within event 11 to 20 will be used for calculating totals.

Transfer Utilities

Transferring players between leagues (Start new season)

This utility rolls over selected players to a new league. Name, address, sex, flight, etc. are transferred. You have the option to copy the player's last 20 scores (with date, rating, and slope) to "PRACTICE SCORES". This allows LM to establish an initial handicap when the new league is started. You also have the option of transferring the league setup (point/handicap setup) from the old league to the new league. Note: The League you are transferring golfers\setup from is NOT altered in any way.

To copy players/scores to a new league:

1. Create a new league to transfer players to (see Starting Up a League on page 2).
2. Select "Transfer players between leagues" on the TOOLS menu. The Transfer Utility form will appear.
3. Select "Transfer Old League to a New League" from the main menu. The transfer form will appear.
4. Click the [Get SOURCE League] button, and select the source league. This is the league you will transfer players from. NOTE: Your source league is not altered, it remains the same.
5. Click the [Get DESTINATION League] button, and select the destination league. This is the empty league you created.
6. Move selected players to the destination league:

Adding a Player to the Destination League

A list of players is displayed in the left list box (Source List). The right list box displays the team and position numbers for your destination league.

- A. Select where you want to transfer the golfer TO in the Destination list. Use the mouse to select the team/position.
 - B. Select the player in the Source List - Type the first letter of the player's name or use the mouse. Double click the mouse or press ENTER to add the player to the new team/position you selected in (A).
 - C. Continue in this manner until all new team/positions have been filled.
7. If you make an error and need to delete/change a team/position:

Removing a Player From the Destination League

- A. Double-click the golfer to remove the golfer from the Destination List.
 - B. The player will now appear in the Source List.
8. After you have moved the players desired to fill the new league, click the [Transfer] button to copy the players.

Repair League Manager Data files

If LM notifies you of a data problem with your league, use the repair utility to repair any damage to your data files. Click the Windows "START" button, select "Programs", select "Golf Management", then click "League Utilities to run the utility program. The Utility menu will appear. Select "Repair League Manager Data Files" This utility does its best to fix any damage it may find. However, it can't rebuild files that don't exist. Remember to back up your leagues on a regular basis. Select "Backup Data" on the LEAGUE menu to back up your leagues.

Frequently Asked Questions

How does the program calculate handicaps?

If you don't think LM is calculating handicaps correctly for a particular golfer, highlight the golfer in question. Press F10 or click the HELP menu and select "How is highlighted golfer handicapped?". A report will appear showing exactly how a handicap is being calculated.

Rainout

If you have a rain out you have two options:

1. **By far the easiest thing to do is NOTHING.** Just postpone the event until next week. You may want to change the date of the event. Select "Manual Scheduling" on the SETUP menu. Double click the event's date and type in the new event date.
 2. **Skip the event and tag a makeup onto the end of the season.**
 - A. Move to the next event to be played. (Don't enter anything in the rained out event.)
 - B. At the end of the season when you're ready to play the rained out event, add an additional event to your season. Select "Manual Scheduling" from the SETUP menu and increase the "Events for the Season" by one. Next set the event "Type" to "Manual Pairing". Manually pair your teams according to how they were paired in the rained out event. See Manual League Scheduler on page 17.
-

Split season

LM can handle any number of split seasons. To Split your season, select "Range for Split Season" from the SETUP menu. Type in the range of events for your current split. This is the range of events considered for all calculations (except handicaps). Note: This range can be changed at any time. If you do NOT have a split season use the default values ... 1 to (Number of events in your season)

Example:

Your league has a split season where events 1 to 10 are the first half and 11 to 20 the second half.

After you have completed events 1 to 10, set the event range ... 11 to 20. Now only scores and points for events 11 to 20 will be used to calculate results. Note: At the end of the year you could change the range back to 1 to 20 to give results for the season total (both splits added together).

Replace a player that has dropped out of the league

1. Select the player to be replaced in the main list.
 2. Select "Permanently replace Golfer with another player" from the EDIT menu.
 3. A step by step wizard will appear describing exactly how to replace the golfer with a new player or current substitute. You even have the option to move the replaced player to the substitute list.
-