

## How to Use the Lake Kiowa Online Handicap System

The Lake Kiowa Online Handicap System gives you the ability to post scores online from any Internet connected computer as well as view your own and other player's handicap information. There are also a number of informational links as well a section where you can post comments or ask questions.

### **To Log In:**

Go to [www.golfsoftware.net](http://www.golfsoftware.net) from any Internet web browser and you will be on the GolfSoftware sign in page where you have two options: **1) Golfer Sign In** and **2) Lookup Golfer(s)**. Each is explained below.

### **1) Golfer Sign In:**

a. In the GSID field enter the Lake Kiowa Golf Course ID "3322" followed by a dash, followed by your Lake Kiowa lot number and a "1" for an MGA member or a "2" for a WGA member. For example: For lot number 521 and an MGA member, enter 3322-5211 in the GSID field.

b. Your initial password is your last name. If your last name is fewer than eight letters, add zeros to the end of your name to make eight characters. For example, "Smith000"

c. Click on **Sign In**. Depending on your member number you will now find yourself on either the MGA, WGA or non-member home page. In the upper right corner under your name is a silhouette. If you wish to change your password or edit your profile, roll your pointer over the silhouette and then click on **Profile** in the drop down box. Also on the home page are links to other resources, the comments box and seven tabs.

1. **The Home Tab** takes you to your home page, either MGA, WGA or Non-member.

2. **The Scores Tab** contains your 18-hole and 9-hole scoring records and a tab for adding new scores. In your scoring record, click on **Edit** next to a score you wish to edit; however, you cannot edit a score that is more than one (1) day old. If you need to edit a score more than one day old, contact the Pro Shop or any member of your Handicap Committee. Click on **Add Score** to enter a new score, (Note 1). You have two options **Quick Entry (Total)** or **Detailed Entry (Hole by Hole)**.

a) **Quick Entry (Total)**. Click the radio button for an 18-hole or 9-hole score, and enter the date the round was played, the course where you played (Note 2), the tee you played, your Adjusted Gross Score and the score type from the drop down box. Note that if you use Quick Entry, you are responsible for applying Equitable Stroke Control to your gross score in order to obtain an Adjusted Gross Score. Be sure to click the "Save" tab once you've entered all the information.

b) **Detailed Entry (Hole by Hole)**. Click the radio button for an 18-hole or 9-hole score, and enter the date the round was played, the course where you played (Note 2) and the tee you played. Enter the score you made on each individual hole and then select the score type from the drop down menu. If you use Detailed Entry (Hole by Hole) the system automatically calculates your Adjusted Gross Score. Be sure to click the "Save" tab once you've entered all the information.

Note 1: If you wish to enter scores for multiple players, you will have to log out and log back in with each individual player's lot number and password.

Note 2: If the course you played is not on the course list, select **(Course not in list) Enter course info...** from the drop down list. You will then be asked to enter the course name, the tee you played, and the USGA Course Rating and Slope Rating for the tee you played.

3. **The Handicaps Tab** shows your official USGA Handicap Index as well as Course Handicap information for each tee on your home and favorite courses. You can also view and print a Handicap Card. The link to "[How is my USGA Handicap Index calculated?](#)" will take you to a page where you can see all the scores, information and formulas used to calculate your Handicap Index. The information on this page is for illustrative purposes only and may or may not agree with your current Handicap Index.

4. **The Players Tab** provides information on every golfer in your particular golf association. Two views are available in the "Select Information to Show" drop down box, Contact Information or Handicap Index. In either view, clicking on a players name will show that players Handicap Index and scoring record. You can also view their Handicap Card or Course Handicaps by clicking on the respective tab.

5. **The Files Tab** is not used.

6. **The Signups Tab** provides online sign up and payment capability for golf events and your MGA and WGA membership dues.

7. **The Courses Tab** lets you search and find information on golf courses around the world. You can also create a list of your favorite courses. From your favorites list the Handicap program will automatically calculate and post to the Handicaps tab the Course Handicap for every tee on all your favorite courses.

### **2) Lookup Golfer(s):**

a. In the GSID field enter the Lake Kiowa Golf Course ID "3322" and click on **View Golfer(s)**.

b. In the **Select Roster to View** drop down box, select the roster you would like to view, MGA, WGA or Non-member.

c. Click on any golfer's name to view their Handicap Index and scoring record. You can also view their Handicap Card or their Course Handicaps for Lake Kiowa by clicking on the appropriate tab.

For questions or comments contact the Pro Shop or any member of your Handicap Committee.