

IMPORTANT NOTICE TO ALL MEMBERS

INTRODUCING: NEW MICLUB ONLINE TIMESHEET SYSTEM

There are over 170 clubs across Australia using the **MiClub** OneGolf system and that number is constantly growing.

Click the below link to login to this system for golf bookings etc.

<https://orford.1golf.com.au/security/login.msp>

LOGGING ON:

You will be prompted to login; your username is your Orford Golf Club member number and your initial password is 0101.

Upon logging in for the first time it is highly recommended that you change your password.

A screenshot of the Orford Golf Club login page. The page has a dark grey background. At the top, there is a green navigation bar with links for "Home", "About OneGolf", "Contact", and "Download fact sheet". On the left, there is the "Golf Tasmania" logo, which consists of a red lion rampant on a yellow circular background. Below the logo, the text "Welcome to Members of Orford Golf Club" is displayed. Underneath, there are two input fields: "Username:" and "Password:". To the right of these fields is a green "LOGIN" button. At the bottom left, there is a link for "Login Details".

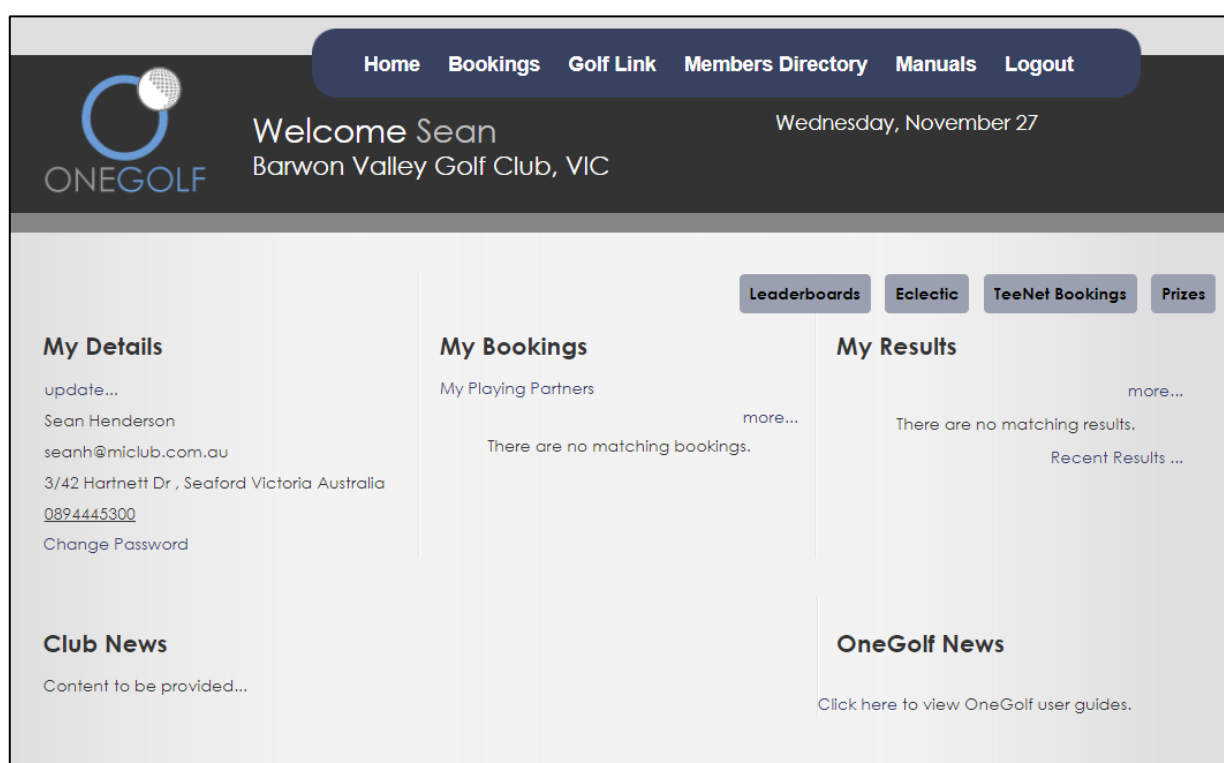
IF YOU HAVE TROUBLE LOGGING ON?

Please contact one of the club administrators ASAP.

0101 is the default date and month of a birthdate, 01 January. If you have provided your birthdate to the club your birthdate and month may have been entered as your password.

MEMBERS PAGE:

Once logged onto the site you will be taken to your own personal welcome page. On this page you will see your contact details, a link to your golf bookings, golf competition results, setup/view your playing partners and a general Club notice board. From this screen you will also be able to navigate around the complete site including many pages which are only available to members of the club.



NEW ONLINE TIMESHEET SYSTEM CHANGEOVER:

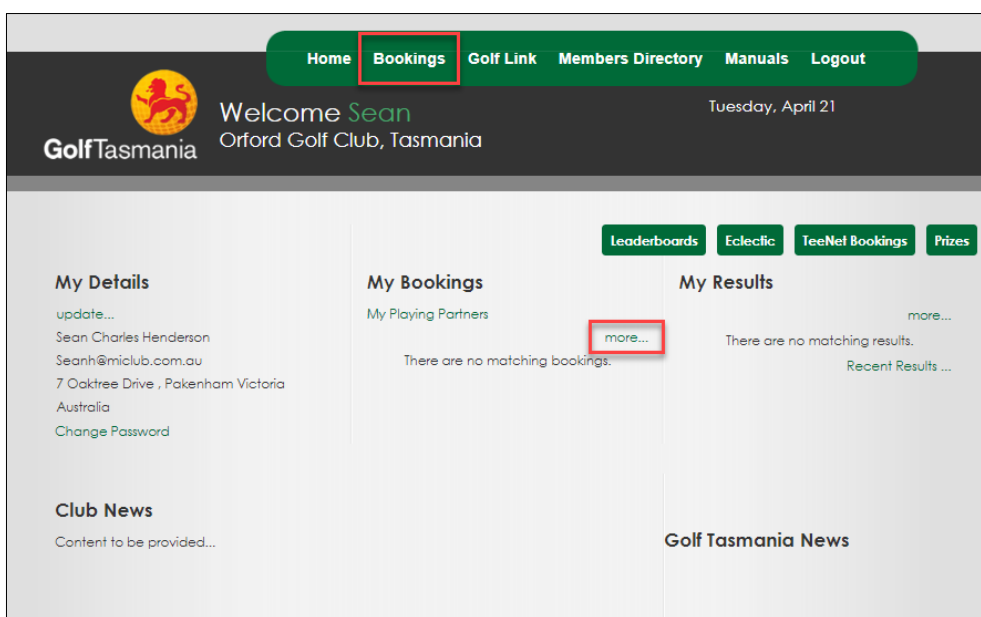
Once logged in navigate to the Timesheets area by clicking on 'More' which will appear under 'My Bookings' on the main menu. Alternatively, you can also use the "Bookings" item in the navigation bar across the top of the webpage.

Timesheets exist for every competition and social day, please be sure to book, to avoid disappointment. Any course closures and or syllabus changes will be updated on the website.




Timesheets for online bookings close at 6:00am on the day of the event, from then on any cancellations must be made by contacting the club.

EXAMPLE OF MAKING A BOOKING:

Once logged in navigate to the Timesheets area by clicking on 'More' which will appear under 'My Bookings' or click "Bookings" on the main menu.



Select 'Open' on the event (timesheet) that you wish to book in to.

Sat 30 Nov	OPEN 240 Available	PRACTICE BOOKING TIMESHEET <i>THIS IS A PRACTICE TIMESHEET</i>	All All Day	
Sun 01 Dec	OPEN 240 Available	PRACTICE BOOKING TIMESHEET <i>THIS IS A PRACTICE TIMESHEET</i>	All All Day	
Mon 02 Dec	OPEN 240 Available	PRACTICE BOOKING TIMESHEET <i>THIS IS A PRACTICE TIMESHEET</i>	All All Day	

Click 'Book Me' to book yourself in or click 'Book Group' for booking multiple players on the timesheet.

07:00 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME
07:08 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME

BOOKING A GROUP:

To book a group first begin by clicking the “Book Group” button, highlighted below.

07:00 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME
07:08 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME
07:16 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME
07:24 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME
07:32 am 1st Tee Test	BOOK GROUP	BOOK ME	BOOK ME	BOOK ME	BOOK ME

Your name will automatically go into player 1, now use the “Find Player” search boxes to find the other players. If the group consists of 1 or more visitors then you may need to put their GolfLink number in the ‘Add Guest’ ‘GolfLink Number’ section at the bottom depending if the club requires visitors to have GolfLink numbers to play at that time. Put the visitors GolfLink number in, click “Search” and then click “+Add”. This will then load the player into the player area highlighted below.

Booking for PRACTICE BOOKING
TIMESHEET
1st Tee Test 07:08

Seconds remaining until reservation terminates **178**

Player 1
✖ Henderson, Sean (5.8)

Player 2
Find Player

Player 3
Find Player

Player 4
Find Player

Confirm Booking

Add Guest

GolfLink Number

First Name Surname

Gender Male Home Club Select Club

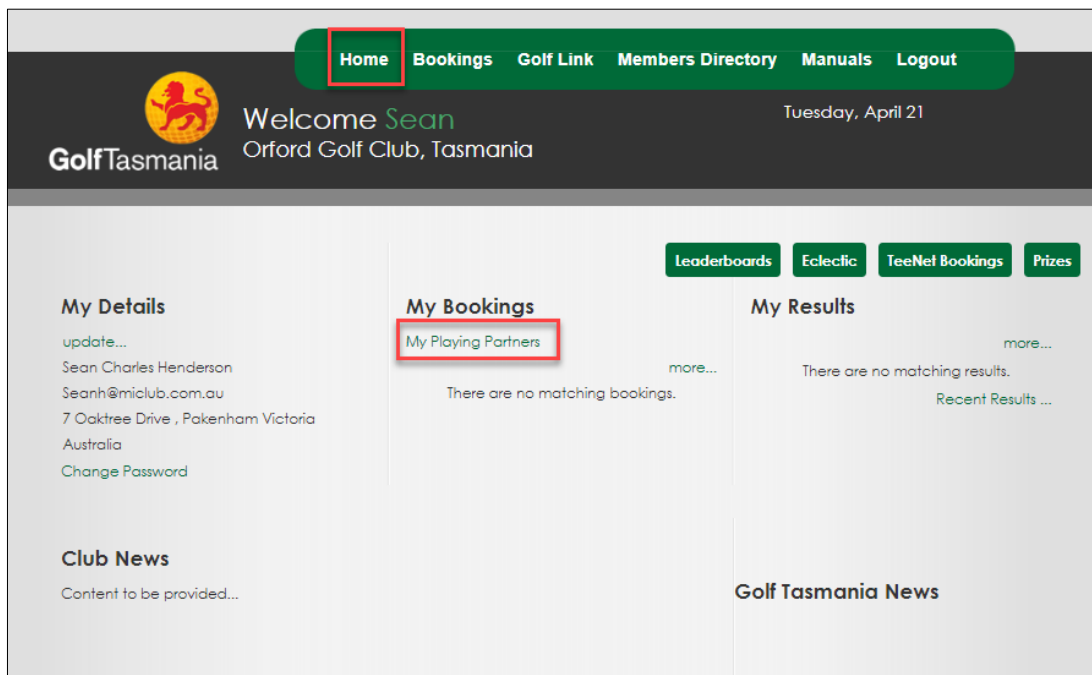
GA Handicap

Your booking will look similar to the below but may consist with more than 1 player. (the red **x** is for canceling your booking and the blue box is to put a notification in your email calendar)

07:00 am 1st Tee Test	BOOK GROUP				
07:08 am 1st Tee Test	BOOK GROUP	Henderson, Sean x 	Casanelia, Benjamin x 		
07:16 am 1st Tee Test	BOOK GROUP				

SETTING UP YOUR PLAYING PARTNERS:

Having your playing partners set up can quicken the group booking process if you always play with a regular few people. To set up your playing partners click “Home” and click on “My Playing Partners”, highlighted below.










The screenshot shows the user interface for Sean Henderson at Orford Golf Club. The top navigation bar includes links for Home, Bookings, Golf Link, Members Directory, Manuals, and Logout. The 'Home' link is highlighted with a red box. Below the navigation bar, the user is greeted with 'Welcome Sean' and 'Orford Golf Club, Tasmania'. The date is 'Tuesday, April 21'. The main content area is divided into three columns: 'My Details', 'My Bookings', and 'My Results'. In the 'My Bookings' column, the 'My Playing Partners' link is highlighted with a red box. The 'My Results' column shows 'There are no matching results.' and 'Recent Results ...'. The 'My Details' column shows the user's name, email, address, and a 'Change Password' link. The 'Club News' section at the bottom left shows 'Content to be provided...'. The 'Golf Tasmania News' section at the bottom right is also visible.

In the next page it will look similar to the group booking page. Type your playing partners names into the 'Find Partner' fields. Selecting your playing partners name this will then save them and also add them into the below list, you can add/remove players out of your default group by clicking the red **x**.


Default Playing Group Back

Find/Add partners by typing their name or membership number in the search boxes, or select from the list of previous playing partners below.

 Me	 Partner	 Partner	 Partner
Sean Henderson	 Benjamin Casanelia	 Find Partner	 Find Partner



Select partners from the list below

Remove players from your group by clicking on the [X] next to their name. Add partners to the list by typing their name in any of the 'Find Partner' boxes above. Note: A maximum of 40 players can be added to this list.

Benjamin Casanelia 

The next time you click on the "Book Group" button in a timesheet the system will prompt and ask if you would like to book your playing partners you've setup. By clicking "Yes" these players will be booked straight into timesheet, if you are not wanting to book your playing partners just click "No".

Would You Like To Book Your Playing Partners? ×

 Henderson, Sean
 Casanelia, Benjamin





Yes No

After clicking on “No” you will be taken to the normal group bookings page. If you still wanted to book one of your playing partners in you can just tick them in the below partners list and they will be loaded into your group. Once you are happy with your selections click “Confirm Booking”.

Booking for PRACTICE BOOKING TIMESHEET

1st Tee Test 07:00

Seconds remaining until reservation terminates **175**

 Player 1	 Player 2	 Player 3	 Player 4
<input checked="" type="checkbox"/> Henderson, Sean (5.8)	<input type="checkbox"/> Find Player	<input type="checkbox"/> Find Player	<input type="checkbox"/> Find Player

Benjamin Casanelia 