

Pennant Captains Info Sheet

All players compete at their own risk.

Ensure that all players know the VENUE and TIME of their matches. All matches must be played as per the draw.

Play is in groups of 4 and teams play in G.A. handicap order, lowest to highest. Exact GA handicaps determine playing order, but players play off their Daily handicap for the course being played.

By the Sunday prior each Team Captain or nominated person at your Club must have loaded the teams details into Golf Genius. (See notes below for details)

Each team must have two CLEARLY WRITTEN lists of players with their correct handicaps, golflink numbers and in the correct order. Please record (in the space provided) the date the G.A. handicaps are from, (as of last primary ladies competition held at your club before the Monday the pennant match is being played). i.e. Shelly Beach Wednesday. One is for the Starter and one for the Opposing Team Captain. **Blank sheets have been provided for use by all clubs.**

Lists are to be exchanged with the Opposing Team Captain 15 minutes prior to the start of the match.

No changes to the team are allowed after the exchange. TEAM CAPTAINS are advised to double check that handicaps GA are correct and that the total is at least 120.

Matches hit off at 8-minute intervals.

If only 6 players are available, the Opposing Captain must be notified as soon as possible. There is no obligation to specify which player will be absent. If only 6 players can play the lowest handicap player must play at position 1 and the following players in handicap order. **The total of the GA Handicaps of the six players must total at least 95.**

If a complete forfeit of the team is necessary (fewer than 6 available) notify the Opponent, the Host Club, and the District Captain at the earliest time possible.

Matches will be played if possible, despite the weather conditions and will only be postponed if the course becomes unplayable.

On completion of matches, Team Captains must ensure that the results are correct and sign the results sheet.

Results must be emailed on completion of the matches to the District Vice Captain. This is the responsibility of the Official on Duty.

There is an official protocol for lodging a protest which must be followed otherwise it will not be recognised. Refer to the Pennant Conditions of Play.

Captains of Host Clubs are required to provide at least one Official on Duty to start the field and to be in charge. It follows that this person needs to be someone with an understanding of the Rules of Golf and who is familiar with starting a competition. The person also needs to be able to make confident decisions in the event of a dispute or challenging situation.

Please ensure that all players have a current edition of the Rules of Golf.

Slow Play – Please remind your players that they must keep up with the pace of play.

Adding Your Teams to Golf Genius

This season CCWGA will be using Golf Genius to report the results of the Pennant Season.

The Team Captains or a nominated person at your Club are required to load your players who will be playing Pennants for your Club. Please ensure that the team is loaded Sunday night in preparation for the following days match.

If you need assistance please contact **CCWGA Vice Captain Cathy Bowman**
catlou@bigpond.net.au. ph 0409-367-094

Enter your team from the Golf Genius Portal

Step 1. As Team Captains or nominated person you will need to set you up a password specific for the portal. You will receive an email inviting you to set up your password as Team Captain or Team Manager.

This gives you access to your team list. ***Note you will only have access to your own team.***



Welcome to Golf Genius TM Club Premium.

Hi Jude,

Congratulation on being nominated captain.

You have been invited to be a team captain in the 2022 CCWGA Pennants. In order to start entering pairings and match results, we will first need you to set up an account. Click on the link below to get started.

<https://golfgenius.com/users/19555655/leagues/8173440176077449145/f5dc691343753f19605b1aad5960f1e2/login>

If you cannot click on the link above, go to GolfGenius.com and sign in.

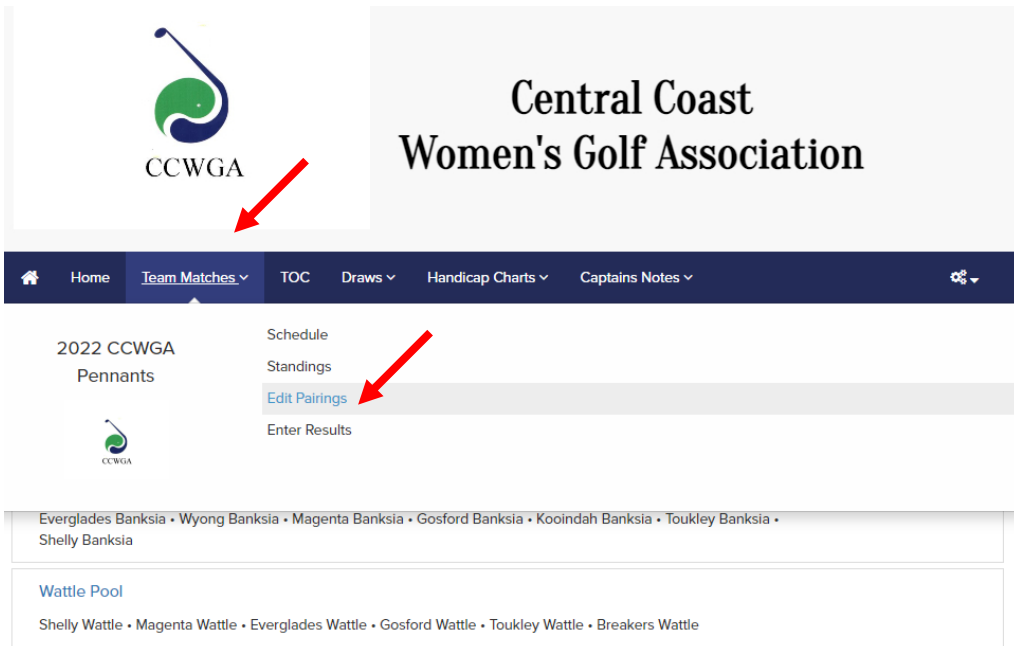
Step 2. Log onto the Pennant Portal using your email and password you set up.

<https://ccwga-2023ccwgapennants.golfgenius.com>

Tip: Book mark the above URL as you will use this each week during the season.

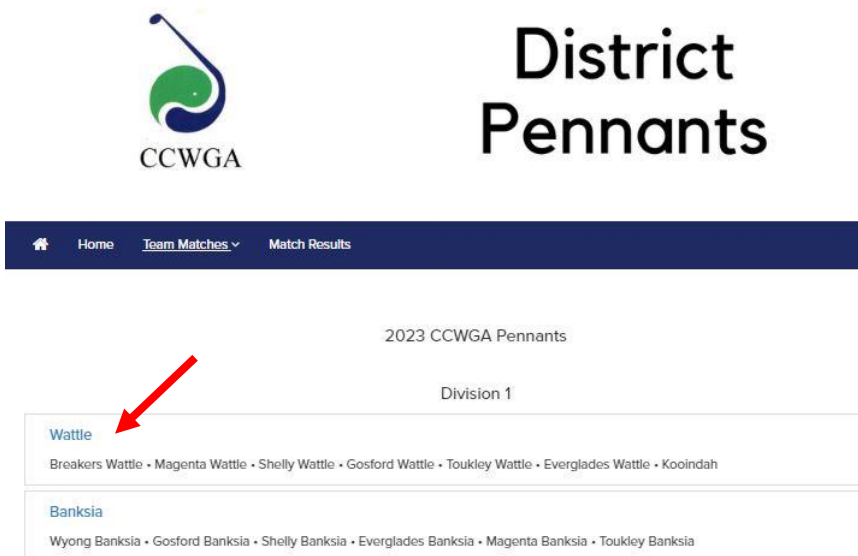
The screenshot displays the District Pennants website interface. At the top left is the CCWGA logo, which consists of a stylized blue and green shape resembling a golf club head and a ball, with the text 'CCWGA' below it. To the right of the logo is the title 'District Pennants' in a large, bold, black font. A red arrow points to a gear icon in the top right corner of a dark blue navigation bar. The navigation bar contains the following items: a home icon, the text 'Home', a dropdown menu for 'Team Matches', and the text 'Match Results'. Below the navigation bar, the page is divided into two columns. The left column is titled 'Wattle' and contains three match cards for 'APR 24'. Each card shows a match between two teams, with 'vs.' in the center and a 'Not Started' status indicator below. The matches are: Breakers Wattle vs. Magenta Wattle, Shelly Wattle vs. Gosford Wattle, and Toukey Wattle vs. Everglades Wattle. The right column is titled 'Banksia' and also contains three match cards for 'APR 24'. The matches are: Wyong Banksia vs. Gosford Banksia, Shelly Banksia vs. Everglades Banksia, and Magenta Banksia vs. Toukey Banksia. All matches in both columns are marked as 'Not Started'.

Step 3. Click on **Team Matches** and from the drop down box select **Edit Parings**



The screenshot shows the CCWGA website header with the logo and the text "Central Coast Women's Golf Association". Below the header is a navigation bar with "Home", "Team Matches", "TOC", "Draws", "Handicap Charts", and "Captains Notes". The "Team Matches" dropdown menu is open, showing "Schedule", "Standings", "Edit Parings" (highlighted with a red arrow), and "Enter Results". Below the menu are two sections: "2022 CCWGA Pennants" with a list of clubs (Everglades Banksia, Wyong Banksia, Magenta Banksia, Gosford Banksia, Kooindah Banksia, Toukley Banksia, Shelly Banksia) and "Wattle Pool" with a list of clubs (Shelly Wattle, Magenta Wattle, Everglades Wattle, Gosford Wattle, Toukley Wattle, Breakers Wattle).

Step 4. Select your Pool either Banksia or Wattle



The screenshot shows the CCWGA website header with the logo and the text "District Pennants". Below the header is a navigation bar with "Home", "Team Matches", and "Match Results". The main content area shows "2023 CCWGA Pennants" and "Division 1". There are two sections: "Wattle" (highlighted with a red arrow) with a list of clubs (Breakers Wattle, Magenta Wattle, Shelly Wattle, Gosford Wattle, Toukley Wattle, Everglades Wattle, Kooindah) and "Banksia" with a list of clubs (Wyong Banksia, Gosford Banksia, Shelly Banksia, Everglades Banksia, Magenta Banksia, Toukley Banksia).

Step 5. Select the relevant round for your team



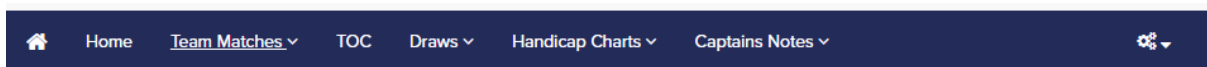
District Pennants



SELECT ROUND

Breakers Wattle	vs	Magenta Wattle	Date: 04/24/2023	Select
Shelly Wattle	vs	Gosford Wattle	Date: 04/24/2023	Select
Toukley Wattle	vs	Everglades Wattle	Date: 04/24/2023	Select

Step 6. Select your team (you can only change your own team)



Back **View All Pairings** Change Round

Toukley Banksia

Wyong Banksia

Step 7. Adding your players.

From this page you will be able to select your team. You can either select the player from "choose player" drop down box or add a brand new player.

Home Team Matches TOC Draws Handicap Charts Captains Notes

Back View All Pairings Change Team Wyong Banksia

Changes you make on this page will be reflected on the tee sheet and on the match play leaderboard. You can click on players with highlighted borders in order to change the team composition for this round.

Display Options

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player Go

Sort Order

Alphabetically

Handicap Index

To remove a player from the pairings, select the player and click Remove

Remove

Click 'Add New Player' to add a new player to the team

Add New Player

When all changes are done, click on 'Save Team Changes'.

Save Team Changes

Add players details, save and then click done.

Home Team Matches Match Results

Back View All Pairings Change Team Shelly Wattle

Add New Player

Manually Add Golfers

Last name *	First name	Email	H.I.	GOLF Link
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I confirm that I am authorized to provide the information submitted and consent to the use of the information contained herein, subject to the Golf Genius [Terms of Service and Privacy Policy](#)

Add More Golfers Save Golfers Done

You can swap players using drag and drop.

Click 'Add New Player' to add a new player

Step 8. Adding via the drop down box.

Select the top box on the left. You will see the selected box is orange.

Display Options ▾

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player Go

Sort Order

Alphabetically
 Handicap Index

To remove a player from the pairings, select the player and click Remove

Remove

You can swap players using drag and drop.

Click 'Add New Player' to add a new player

Step 9. Click on the drop down box > Choose a player and select the player from the team drop down box and Click on > Go.

Display Options ▾

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player Go

Sort Order

Alphabetically
 Handicap Index

To remove a player from the pairings, select the player and click Remove

Remove

You can swap players using drag and drop.

Then the name will be selected for that position. Then repeat for the rest of the team.

The number 1 player is entered in the top position and number 7 in the bottom position.

Display Options ▾

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player Go

Sort Order

Alphabetically
 Handicap Index

To remove a player from the pairings, select the player and click Remove

Remove

Once you have selected your full team click on "Save Team Changes"

You can swap players using drag and drop.

Click 'Add New Player' to add a new player to the team

Add New Player

When all changes are done, click on 'Save Team Changes'.

Save Team Changes



Display Options ▾

	Jude Tarran

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player

Go

Choose a player

Players from this team not on tee sheet

Jude Tarran

Sarah Smith

Remove

You can swap players using drag and drop.

Display Options ▾

	Jude Tarran
	Sarah Smith

To add a player to the pairings, select the pairing slot, select the player from the drop down, and click Go.

Choose a player

Go

Sort Order

Alphabetically

Handicap Index

To remove a player from the pairings, select the player and click Remove

Remove

You can swap players using drag and drop.

Once you have added your complete team please ensure they are in 1 to 7 order by handicap.

You can drag and drop the order if required by clicking on the name and dragging to the new position.

Once correct - Click > Save Team Changes button.