

User Manual

Courses Management

Courses Management - c:\golfsoft\db66561

Next Before Add Edit View Delete Find Print Zip UnZip Import... Close

Ratings Only  Home Course

Courses

Rating / Slope

18-Holes	Front 9	Back 9
75.4 139	36.7 131	38.7 147
72.8 134	36.0 127	36.8 140
70.7 129	34.8 124	35.9 134
68.4 122	33.8 117	34.6 126
65.9 118	32.2 114	33.7 121

ID:

Name of Club:

Governor:

Last Update:

Short Name:

Number of Holes: 18 9

Province:

Club ID:

Hole Number	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Tot
Yardage	433	403	518	407	196	373	530	326	225	3411	406	690	410	148	474	185	381	449	540	3683	7094
Par	4	4	5	4	3	4	5	4	3	36	4	6	4	3	4	3	4	4	5	37	73
Handicap	8	18	6	2	14	16	4	12	10	571552	17	1	5	11	3	13	7	9	15	571553	571551
Yardage	413	374	486	393	192	369	512	311	215	3265	383	588	403	150	468	167	360	429	513	3461	6726
Par	4	4	5	4	3	4	5	4	3	36	4	6	4	3	4	3	4	4	5	37	73
Handicap	8	18	6	2	14	16	4	12	10	571555	17	1	5	11	3	13	7	9	15	571556	571554
Yardage	396	332	460	364	180	341	492	289	188	3042	364	549	380	138	432	150	358	411	500	3282	6324
Par	4	4	5	4	3	4	5	4	3	36	4	6	4	3	4	3	4	4	5	37	73
Handicap	8	18	6	2	14	16	4	12	10	571570	17	1	5	11	3	13	7	9	15	571571	571569
Yardage	367	252	356	355	154	326	458	269	164	2701	342	494	340	127	414	111	313	352	470	2963	5664
Par	4	4	5	4	3	4	5	4	3	36	4	6	4	3	4	3	4	4	5	37	73
Handicap	8	18	6	2	14	16	4	12	10	571564	17	1	5	11	3	13	7	9	15	571565	571563
Yardage	347	252	356	317	140	306	413	252	114	2497	342	486	290	92	356	111	295	279	447	2698	5195
Par	4	4	5	4	3	4	5	4	3	36	4	6	4	3	4	3	4	4	5	37	73
Handicap	8	18	6	2	14	16	4	12	10	571558	17	1	5	11	3	13	7	9	15	571559	571557

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1. GETTING STARTED

The **Courses** application should have been installed during the **Handicap Creator 2011** installation. This *User Manual* describes the controls used by the **Courses** application.

Please take a moment to familiarize yourself with the text conventions, terms, and controls used throughout this *User Manual*, which can be found in the *Handicap Creator 2011 User Manual*.

1.1 Using Courses Application

The **Courses** application allows users to set up and maintain golf course details, including: Course Ratings and Slopes, as well as: hole-by-hole yardage, par, and hole handicap ratings for up to 5 sets of tees.

The details of each course can be printed to the default printer, such as: course details, list of courses and handicap tables for any course and tees in the database.

1.1.1 Starting Application

To access the **Courses** application from the **System Manager** application, select **Courses** from the menu bar. See the *System Manager User Manual*.

To start the **Courses** application from the **Start Menu**, click the **Start** button on the task bar, point to **Programs**, then **Golfsoft Software**, and then choose **Courses** to launch the application.

To start the **Courses** application from the **desktop**, double-click the **Courses** icon on your desktop.

1.2 Main Screen

Once the application is started, the opening screen will look like the display below.

Rating / Slope

18-Holes	Front 9	Back 9
73.6 142	37.2 143	36.4 140
73.0 139	36.8 143	36.2 136
70.8 138	35.6 140	35.2 136
67.0 125	33.7 129	33.3 121
63.6 112	31.9 110	31.7 114

Input Fields:
 ID#: 235
 Name of Club: Glen Arbour Golf Club
 Governor: RCGA
 Short Name: Glen Arbour
 Number of Holes: 18 (selected) 9
 Province: Nova Scotia
 Club ID: 188330

Hole Number	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Tot
Yardage	431	174	521	376	389	572	155	370	414	3402	382	181	544	228	504	392	400	207	560	3398	6800
Par	4	3	5	4	4	5	3	4	4	36	4	3	5	3	5	4	4	3	5	36	72
Handicap	3	17	7	9	11	1	13	15	5	53234	4	14	6	2	12	16	18	8	10	53235	53233
Yardage	427	167	513	373	379	550	153	370	390	3322	359	177	486	220	500	354	342	195	553	3186	6508
Par	4	3	5	4	4	5	3	4	4	36	4	3	5	3	5	4	4	3	5	36	72
Handicap	3	17	7	9	11	1	13	15	5	53230	4	14	6	2	12	16	18	8	10	53232	53231
Yardage	398	160	487	355	346	523	133	357	252	3011	339	153	465	201	475	330	329	181	536	3009	6020
Par	4	3	5	4	4	5	3	4	4	36	4	3	5	3	5	4	4	3	5	36	72
Handicap	3	17	7	9	11	1	13	15	5	53243	4	14	6	2	12	16	18	8	10	53245	53244
Yardage	372	131	445	279	285	484	114	337	306	2753	301	124	410	143	418	294	285	165	467	2607	5360
Par	4	3	5	4	4	5	3	4	4	36	4	3	5	3	5	4	4	3	5	36	72
Handicap	3	17	7	9	11	1	13	15	5	53236	4	14	6	2	12	16	18	8	10	53238	53237
Yardage	324	96	391	256	234	459	87	278	261	2386	231	105	390	129	400	268	257	128	442	2350	4736
Par	4	3	5	4	4	5	3	4	4	36	4	3	5	3	5	4	4	3	5	36	72
Handicap	3	17	7	9	11	1	13	15	5	53239	4	14	6	2	12	16	18	8	10	53241	53240

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Users can access the following menu items:

- Next and Before
- Add
- Edit
- View
- Delete
- Find
- Print
- Zip and UnZip
- Close

2. MAIN MENU

Next Before Add Edit View Delete Find Print Zip UnZip Import... Close

The *menu bar* contains a list of menu items. Some commands carry out an action immediately; others display a dialog so that you can select options, or a drop down menu. Dimmed menu items are unavailable.

A menu item followed by an ellipsis (...) opens another dialog.

To access any of the menu items, click the item or press the **Alt** key from the keyboard and at the same time press the underscored letter of the menu item. Some of the menu items have drop down menu items.

2.1 Next and Before

Each course record includes information of up to 5 tees and is gender specific. The course records are displayed one record at a time. The records are accessed in alphabetical order (home course first, then name of course, and then the ID number).

To view the next course record, press the **N** key from the keyboard or click **Next** from the menu bar.

To view the previous course record, press the **B** key from the keyboard or click **Before** from the menu bar.

2.2 Add

All the details required to add a course to the database can usually be found on the scorecard.

To add a course to the database:

1. Click **Add** from the menu bar

The application will search and select the next available ID number. The ID number can be changed to another number. However, it is recommended that you use the number generated by the application.

The details can be copied, such as: Name of Course, Short Name, Number of Holes, Province, Ratings Only flag and Home Course flag, by clicking the button to the right of the **Name of Course** text box. This feature eliminates the need to re-enter the some details, after adding course details of the men's tees.

2. Select the **Ratings Only** check box, if the course details, such as yardage, par and handicap stroke holes are not going to be added.
3. Select the **Home Course** check box, if the added course is the home course.
4. Select one of two options in the **Number of Holes** frame.
5. Enter the name of the golf course in the **Name of Course** text box.
The application will allow up to 40 characters.
6. Enter a short name for the course in the **Short Name** text box.
The application will allow up to 20 characters. Other Golfsoft Software applications will use the name from this field when there is limited space to print the long name.
7. Enter the name of the province, territory or state in the **Province** text box.
8. Select one of four options from the **Governor** combo box. The four options are: RCGA (men), CLGA (women), USGA (men), and USLGA (women).

When the **Governor** option is selected, a gender icon will appear. If the name of the course has been entered in the appropriate text box, a **Ratings** button will appear.

- Click the **Ratings** button to select the tees, Course Ratings and Slopes.

The screenshot shows a dialog box titled "Select Tees, Course Ratings and Slopes" for "Glen Arbour Golf Club". It features two columns of color buttons for "Front Nine" and "Back Nine" tees, including Gold, Green, Blue, Silver, White, Grey, Yellow, Orange, Red, Brown, and Black. Below the color buttons are input fields for "Rating" and "Slope" for "18-Holes", "Front Nine", and "Back Nine". A checkbox for "Auto Adjust 9-Hole Ratings" is present. The "2nd Tees" button is highlighted in red. A red text prompt at the bottom says "Type the 18-hole course rating, then press Enter."

- Click the appropriate color box, to select the front nine and back nine tees.
- Enter all the Course Ratings and Slopes.

If the course was not rated for 9-holes, then select the **Auto Adjust 9-Hole Ratings** check box.
- Select the **OK** button, to except the settings.

The **OK** button will be dimmed, until you complete steps 10 and 11.
- Skip steps 14 to 16, if Course Ratings and Slope Ratings only are being entered.
- Type all the par fields for each hole.

When a par field is filled, the application will advance to the next entry position, automatically.
- Type all the yardages fields for each hole.

When a yardage field is filled, the application will advance to the next entry position, automatically. Assuming, step 14 was competed.
- Type all the handicap fields for each hole.

When a handicap field is filled, the application will advance to the next entry position, automatically. To enter 1 as the handicap stroke hole, press the **Enter** key after typing 1.

When steps 14 to 16 are completed, a **More Tees** button will appear. The application will only allow up to 5 tees per course record. In this case, the **More Tees** button will not appear.
- If more tees are required to add, click the **More Tees** button, and then repeat steps 10 to 16, or click the **Update** button to save the details to the database.

When steps 10 to 16 are completed, some command buttons will appear on the course display. The captions are displayed in red.

To fill the par fields from the previous tees, click the appropriate **Par** button.

To fill the handicap fields from the previous tees, click the appropriate **Handicap** button.

2.3 Edit

This menu item allows users to edit course details or add other tees.

To edit a course:

1. Make the course to edit the currently displayed course, and then click **Edit** from the menu bar.
When the **Edit** menu item is clicked, command buttons will appear below the course display.
2. Click the appropriate button for the tees to edit or if more tees are to be added, then click the **Add Tees** button.
If one of the tees buttons is chosen, a **Ratings** button will appear below the green of the course fairway picture. To change the tees color or the Course Ratings and Slope Ratings, click this button. Any field that is displayed in a white background can be edited.
If the **Add Tees** button is chosen, the **Ratings** button will appear and be selected, automatically. Make the necessary changes from the **Select Tees, Course Ratings and Slopes** dialog and then select the **OK** button. Then, add the rest of the information for the tees, as described in Section 2.2.
3. Click the **Update** button to save the new changes.

2.4 View

To view the RCGA Yardage Guidelines, click **View|RCGA Yardage Guidelines** from the menu bar.

2.5 Delete

The **Delete** menu item offers commands to 2 dropdown menus:



2.5.1 Current Record...

To delete the currently displayed course:

1. Click **Delete|Current Record...** from the menu bar.
2. Click the **Yes** button on the **Confirm...** window.

2.5.2 Tees

To delete one of the tees from the currently displayed course:

1. Click **Delete|Tees** from the menu bar.
After this action, command buttons will appear below the course display.
2. Select the appropriate button to delete the tees of choice.
3. Click the **Yes** button on the **Confirm...** window.

2.6 Find

To move to a course record more quickly:

1. Click **Find** from the menu bar and select the course from the drop down list.
The list can be sorted by: ID, Name of Course, Province or Governor. Simply, click the appropriate name from the list title.

2.7 Print

The **Print** menu item offers commands to 3 dropdown menus:



2.7.1 Current Record

To print the currently displayed course record:

Click **Print|Current Record** from the menu bar. See example in Section 4.1.

2.7.2 List of Courses

To print a list of courses in the database:

Click **Print|List of Courses** from the menu bar. See example in Section 4.2.

2.7.3 Course Handicap Table

A Course Handicap is the number of handicap strokes a player receives from a particular set of tees at the course being played.

To convert a Handicap Factor to a Course Handicap, a player locates their Handicap Factor on a Course Handicap Table to find the corresponding Course Handicap. Each set of rated tees will have a different Course Handicap Table for men and women based on their correct Slope Ratings for those tees. It is the player's responsibility to determine their correct Course Handicap, and to know the holes at which handicap strokes are given or received.

The Course Handicap Table is designed to determine Course Handicaps.

To print a Course Handicap Table for a certain set of tees from a given course:

1. Make the course to print the Course Handicap Table the currently displayed course.
2. Click **Print|Course Handicap Table** from the menu bar.

This action will cause command buttons to appear below the course display.



3. Click the appropriate button.
See example in Section 4.3.

2.8 Zip and UnZip



2.8.1 Zip Files

To zip files to `c:\golfsoft\archive\courses.zip`:

- Click **Zip|to Archive** from the menu bar.

To zip files to USB Drive:

- Insert USB Drive into USB port.
- Click **Zip|to USB Drive** from the menu bar.

2.8.2 Unzip Files

To extract files from `c:\golfsoft\archive\courses.zip` to `c:\golfsoft\courses`:

- Click **UnZip|from Archive** from the menu bar.

To extract files from USB Drive to `c:\golfsoft\courses`:

- Insert USB Drive into USB port.
- Click **UnZip|from USB Drive** from the menu bar.

2.9 Close

To exit or close the **Courses** application, click **Close** from the menu bar.

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4. PRINT SAMPLES

The print samples are not actual size.

4.1 Current Course Record

Grandview Golf Club (Grandview)													18-Holes								
Ontario																					
(482)																					
RCGA	Course Ratings: 74.6, 37.3, 37.3									Slope Ratings: 142, 142, 142											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	420	540	190	363	530	480	152	355	465	3495	452	179	595	357	490	217	420	303	557	3570	7065
Par	4	5	3	4	5	4	3	4	4	36	4	3	5	4	4	3	4	4	5	36	72
Handicap	9	5	15	11	7	1	17	13	3	Gold	10	16	2	12	4	14	8	16	6	Gold	
RCGA	Course Ratings: 72.4, 36.2, 36.2									Slope Ratings: 138, 138, 138											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	405	504	165	336	505	465	130	310	445	3265	430	171	560	344	465	195	390	280	535	3370	6635
Par	4	5	3	4	5	4	3	4	4	36	4	3	5	4	4	3	4	4	5	36	72
Handicap	9	5	15	11	7	1	17	13	3	Blue	10	16	2	12	4	14	8	16	6	Blue	
RCGA	Course Ratings: 70.0, 35.0, 35.0									Slope Ratings: 133, 133, 133											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	375	487	130	310	495	377	121	300	420	3015	360	155	528	325	445	170	373	259	510	3125	6140
Par	4	5	3	4	5	4	3	4	4	36	4	3	5	4	4	3	4	4	5	36	72
Handicap	9	5	15	11	7	1	17	13	3	White	10	16	2	12	4	14	8	16	6	White	
RCGA	Course Ratings: 65.1, 32.5, 32.6									Slope Ratings: 118, 118, 118											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	375	365	130	310	440	330	121	300	203	2574	360	115	345	325	424	155	352	259	305	2640	5214
Par	4	5	3	4	5	4	3	4	4	36	4	3	5	4	4	3	4	4	5	36	72
Handicap	9	5	15	11	7	1	17	13	3	Green	10	16	2	12	4	14	8	16	6	Green	
RCGA	Course Ratings: 62.9, 31.4, 31.5									Slope Ratings: 109, 109, 109											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	255	365	99	269	440	330	79	215	203	2255	269	115	345	295	424	155	352	235	305	2495	4750
Par	4	5	3	4	5	4	3	4	4	36	4	3	5	4	4	3	4	4	5	36	72
Handicap	9	5	15	11	7	1	17	13	3	Red	10	16	2	12	4	14	8	16	6	Red	
(484)																					
CLGA	Course Ratings: 76.3, 38.1, 38.2									Slope Ratings: 145, 145, 145											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	375	487	130	310	495	377	121	300	420	3015	360	155	528	325	445	170	373	259	510	3125	6140
Par	4	5	3	4	5	4	3	4	5	37	4	3	5	4	5	3	4	4	5	37	74
Handicap	9	3	17	7	1	5	15	11	13	White	12	16	6	10	2	16	4	14	8	White	
CLGA	Course Ratings: 70.6, 35.3, 35.3									Slope Ratings: 125, 125, 125											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	375	365	130	310	440	330	121	300	203	2574	360	115	345	325	424	155	352	259	305	2640	5214
Par	4	4	3	4	5	4	3	4	3	34	4	3	4	4	5	3	4	4	4	35	69
Handicap	9	3	17	7	1	5	15	11	13	Green	12	16	6	10	2	16	4	14	8	Green	
CLGA	Course Ratings: 67.6, 33.8, 33.8									Slope Ratings: 115, 115, 115											
Hole	1	2	3	4	5	6	7	8	9	Out	10	11	12	13	14	15	16	17	18	In	Total
Yardage	255	365	99	269	440	330	79	215	203	2255	269	115	345	295	424	155	352	235	305	2495	4750
Par	4	4	3	4	5	4	3	4	3	34	4	3	4	4	5	3	4	4	4	35	69
Handicap	9	3	17	7	1	5	15	11	13	Red	12	16	6	10	2	16	4	14	8	Red	

4.2 List of Courses

Deep River Golf Club
Course Ratings and Slopes List

ID#	Name of Course	Gov	Tees	18-R	18-S	F9-R	F9-S	B9-R	B9-S
1	Deep River Golf Club	RCGA	White/Yellow	71.0	123	35.9	123	35.1	124
		RCGA	Red/Blue	66.1	108	32.9	115	33.2	100
2	Deep River Golf Club	CLGA	Red/Blue	70.2	118	35.2	119	35.1	116
242	14 Wing Greenwood Golf Club	RCGA	Blue	71.0	123	35.5	123	35.5	123
		RCGA	White	69.9	121	35.0	121	34.9	121
		RCGA	Red	68.7	118	34.4	118	34.3	118
243	14 Wing Greenwood Golf Club	CLGA	Red	74.4	132	37.2	132	37.2	132
3	Abercromble Golf Club	RCGA	Blue	70.7	128	35.4	128	35.3	128
		RCGA	White	69.3	124	34.6	124	34.7	125
		RCGA	Red	66.3	117	33.1	117	33.2	116
4	Abercromble Golf Club	CLGA	Red	71.1	128	35.5	128	35.6	128
203	Aberdeen Glen Golf Club	RCGA	Black	73.1	124	36.5	124	36.6	124
		RCGA	Blue	71.9	115	35.9	116	35.9	115
		RCGA	White	69.7	112	34.7	112	35.0	113
		RCGA	Red	65.8	111	32.8	110	33.1	111
406	Aberdeen Glen Golf Club	CLGA	White	76.0	126	37.8	126	38.2	125
		CLGA	Red	71.8	118	35.7	115	36.1	121
204	Aberdeen Hills Golf Club	RCGA	Blue	68.4	115	34.0	110	34.4	122
		RCGA	White	67.6	110	33.7	108	33.9	112
		RCGA	Red	64.9	103	32.5	104	32.4	101
407	Aberdeen Hills Golf Club	CLGA	Red	70.5	116	35.6	118	34.9	114
199	Acme Golf Club*	RCGA	White	68.2	117	34.1	117	34.1	117
200	Acme Golf Club*	CLGA	White	73.1	121	36.5	121	36.6	121
205	Airlane Golf Club	RCGA	White	69.4	119	34.7	119	34.7	119
206	Airlane Golf Club	CLGA	White	72.5	130	36.3	130	36.2	130
408	Alberni Golf Club	RCGA	Blue	69.4	118	35.3	120	34.0	117
		RCGA	White	68.0	121	34.3	122	33.8	120
		RCGA	Red	66.2	114	33.6	115	32.6	113
409	Alberni Golf Club	CLGA	White	73.8	129	36.9	129	36.9	129
		CLGA	Red	62.5	123	31.3	123	31.2	123
561	Algonquin Golf Club	RCGA	Blue	70.0	125	35.0	125	35.0	125
		RCGA	White	69.0	120	34.5	120	34.5	120
562	Algonquin Golf Club	CLGA	Red	69.0	120	34.5	120	34.5	120
195	Amberwood Village Golf & Country Club	RCGA	Blue	63.2	101	31.6	101	31.6	101
		RCGA	White	61.1	99	30.6	99	30.5	99
		RCGA	White/Blue	61.2	100	30.6	100	30.6	100
196	Amberwood Village Golf & Country Club	CLGA	Blue	67.4	122	33.7	122	33.7	122
		CLGA	White	64.2	115	32.1	115	32.1	115
		CLGA	Red	62.0	98	31.0	98	31.0	98
		CLGA	White/Blue	65.8	119	32.9	119	32.9	119
180	Amherst Golf Club	RCGA	Blue	70.2	130	35.1	130	35.1	130
		RCGA	White	69.1	126	34.5	126	34.6	126
		RCGA	Red	66.2	120	33.1	120	33.1	120
181	Amherst Golf Club	CLGA	Red	71.0	115	35.5	115	35.5	115
410	Anglemont Estates Golf & Country Club*	RCGA	White	59.3	90	29.7	90	29.7	90

* Ratings Only

4.3 Course Handicap Table

Course Handicap Table

Grandview Golf Club

Handicap Factor	Handicap
+3.5 to +2.8	+4
+2.7 to +2.0	+3
+1.9 to +1.2	+2
+1.1 to +0.4	+1
+0.3 to 0.3	0
0.4 to 1.1	1
1.2 to 1.9	2
2.0 to 2.7	3
2.8 to 3.5	4
3.6 to 4.3	5
4.4 to 5.1	6
5.2 to 5.9	7
6.0 to 6.7	8
6.8 to 7.5	9
7.6 to 8.3	10
8.4 to 9.1	11
9.2 to 9.9	12
10.0 to 10.7	13
10.8 to 11.5	14
11.6 to 12.3	15
12.4 to 13.1	16
13.2 to 13.9	17
14.0 to 14.7	18
14.8 to 15.5	19
15.6 to 16.3	20
16.4 to 17.1	21

Handicap Factor	Handicap
17.2 to 17.9	22
18.0 to 18.7	23
18.8 to 19.4	24
19.5 to 20.2	25
20.3 to 21.0	26
21.1 to 21.8	27
21.9 to 22.6	28
22.7 to 23.4	29
23.5 to 24.2	30
24.3 to 25.0	31
25.1 to 25.8	32
25.9 to 26.6	33
26.7 to 27.4	34
27.5 to 28.2	35
28.3 to 29.0	36
29.1 to 29.8	37
29.9 to 30.6	38
30.7 to 31.4	39
31.5 to 32.2	40
32.3 to 33.0	41
33.1 to 33.8	42
33.9 to 34.6	43
34.7 to 35.4	44
35.5 to 36.2	45
36.3 to 36.4	46

Mens - Gold Tees
 Course Rating - 74.6
 Slope Rating - 142