



CYPRUS GOLF FEDERATION

HOW TO GUIDES

for
DataGolf Administrators – Club Area
&
Licensed CGF players – MyCGF – Player Area

Version 1.5
17 October 2022



CYPRUS GOLF FEDERATION

How to Guides

A series of How to Guides for DataGolf administrators and MyCGF users. The guides use sample screenshots showing actual records, processes and results. The players whose records are on display have given their permission for them to be on public view.

DataGolf and MyCGF are ever evolving and improvements continue to be made to make the user experience and functionality as friendly and usefull as possible, whilst maintaining the required standards of the WHS. As and when CGF releases new functions, DataGolf administrators and MyCGF users will benefit from those features.

Individual MyCGF users have limited access to some functions and at the top of each guide there is a short note that identifies if the function is available for DataGolf administrators or general users. Whilst not all of the functions are available right now, new features are work in progress and undergoing testing on a continuous basis.

We hope this guide will enable all users the opportunity to become familiar with the current application and have early sight of new features which lie ahead.

CGF HR&CRC
6 October 2020

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Be aware that due to ongoing improvements and updates to MyCGF, some screenshot displays may show minor differences from those on your device, operating system and the browser you use.

It is recommended to exit the player area and not stay signed into the Player area once you have completed any actions, this is to avoid a time out error occurring which may require you to clear cache or browser history.

How to Guide # 1 - An overview of MyCGF – Your personal DataGolf Portal.

The MyCGF portal permits Federated Members of the CGF to view their Results, WHS Index, Handicap history and the self-submission of handicap qualifying scorecards.

MyCGF incorporates historical playing records from the European Golf Association (EGA) Handicap System updated to the World Handicap System (WHS) in May 2020.

In order to access and use the MyCGF portal, it is imperative that you ensure the DataGolf administrator at your club has registered a valid and correct email address in your personal profile, in their database. Shared email addresses are allowed; however, you will need access to the email in order to complete the initial Registration and Activation process.

To start using the portal you must first complete the Registration process.

Registration Requirements

1. In order to register in MyCGF you must first know your federated number, you can ask your Home Club's Handicap Administrator or use the Search facility under "HANDICAPPING & RULES" → "National Hcp Listing" on the CGF website.
2. It is also necessary that you have a current and correct email address registered with the Federation through your Home Club. For security and confidentiality purposes, the registration process will only be completed once you have confirmed the registration, by replying to an email.

Note that Registration will not be possible when:

- a. The federation number does not exist, or
- b. The federated member is already registered, in which case you must use Login to access your Player Area, or
- c. The federated member does not have a valid email address - in which case you should contact your Home Club to update your email. Until this is updated, you cannot continue or complete the registration process.

Registration Process

3. Enter your federated number and click "Register" so that the system can verify that your data is valid. Check your data, If the verification is successful, the data for registration is shown:
 - a. Name of the Federated Member
 - b. Federation Number
 - c. Home Club
 - d. Federated Member Email (for reasons of confidentiality, it is only partially shown. Should that appear not to be correct stop this process and contact your Home Club to check and update your email).
 - e. Confirm Registration
 - f. Click after verifying that the displayed data is correct.
 - g. A mail message will be sent - check your mailbox.
 - h. Click the link in the mail message to confirm your email address and to continue with the registration process.
 - i. Define and confirm your access password. (Do not forget it!!)
 - j. You must also acknowledge and accept the conditions shown and click Create User.

A message informing you that the process has been completed will then be displayed.

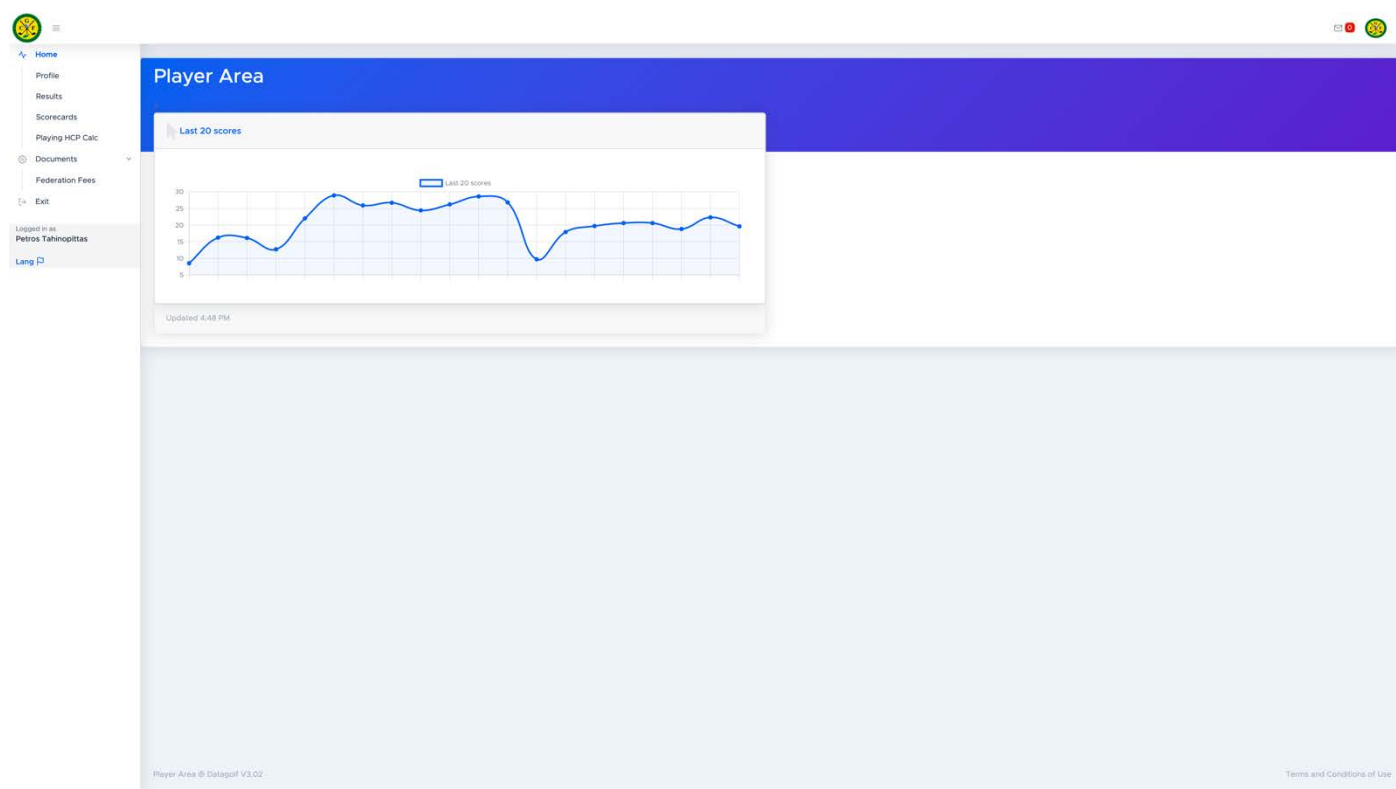
Once you are registered and have activated your account. The next time you access the portal with your federation license number and your password, you will land on the Home page of your personal Player Area.

To the left edge of the display, you will see the following:

Home
Profile
Results
Scorecards
Documents
Exit

Home

The screenshot below shows the Home or landing page.



Profile

1. Select the Profile tab and review your personal profile details.
2. If you wish to edit any entries select the “Edit Profile” button.
3. You can only edit the following fields: Address, City, Zip Code, District, Country, Email and Phone.
4. If your Birth Date is incorrect, select the “Request correction” button, complete corrected details and then select “Ask for correction”.
5. If you wish to add an image of yourself select the image upload button and follow the onscreen instructions.
6. Newsletter – it is strongly recommended that you check the “Newsletter” button to permit CGF to email you directly with news and updates.
7. Once you have completed any edits select the Save button and you will be returned to the Player Area Profile page.
8. You will now be able to see your updated profile information.

Results

The Results page contains your Player Record where you can check your results, WHS history and your handicap charts.

Results. Displays all competition and EDS results entered into DataGolf or via the MyCGF portal.

1. Select any Tournament to review the scorecard.
2. Select Scorecard and scroll across Info, Statistics or All scores to further review data.
3. Select X Scorecard to return to the full results record.

Handicap Index. This page contains your HI record calculated under WHS.

1. Select any Tournament to review the scorecard.
2. Select Scorecard and scroll across Info, Statistics or All scores to further review data.
3. Select X Scorecard to return to the full handicap records.

Charts. The Charts tab includes Player Graphs so you can review all your handicap movements.

1. Select or hover over any of the content to see a drop-down menu review of that entry.
2. Double click to review the Scorecard behind the results menu.
3. To exit Charts, select the X in your browser window.

Scorecards

This function enables you to register and submit individual casual round scores. It only permits scorecard entry for CGF member courses. For a full narrative of how to register and submit a scorecard select the Help button or view [How to Guide #2](#).

Further Notes on Scorecards

1. Self-submission of score cards relies upon the Integrity of the player and marker. Club administrators and CGF HR&CRC monitor submission of individual scores and will investigate any suspicious or manipulative activity.
2. Card submission "time window":
 - a Cards should be submitted by midnight local time on the day of play for inclusion in the nightly server handicap updates.
 - b Cards can only be submitted on the registered day of play. Older cards will not be accepted.

Documents

Shows the Federation Fee payments made against your profile.

Exit

Log off the Player area by selecting your image or icon to extreme right of the navigation bar, we recommend to always log off to prevent a system time out error message which might appear.

Enjoy your game!!

[End](#)

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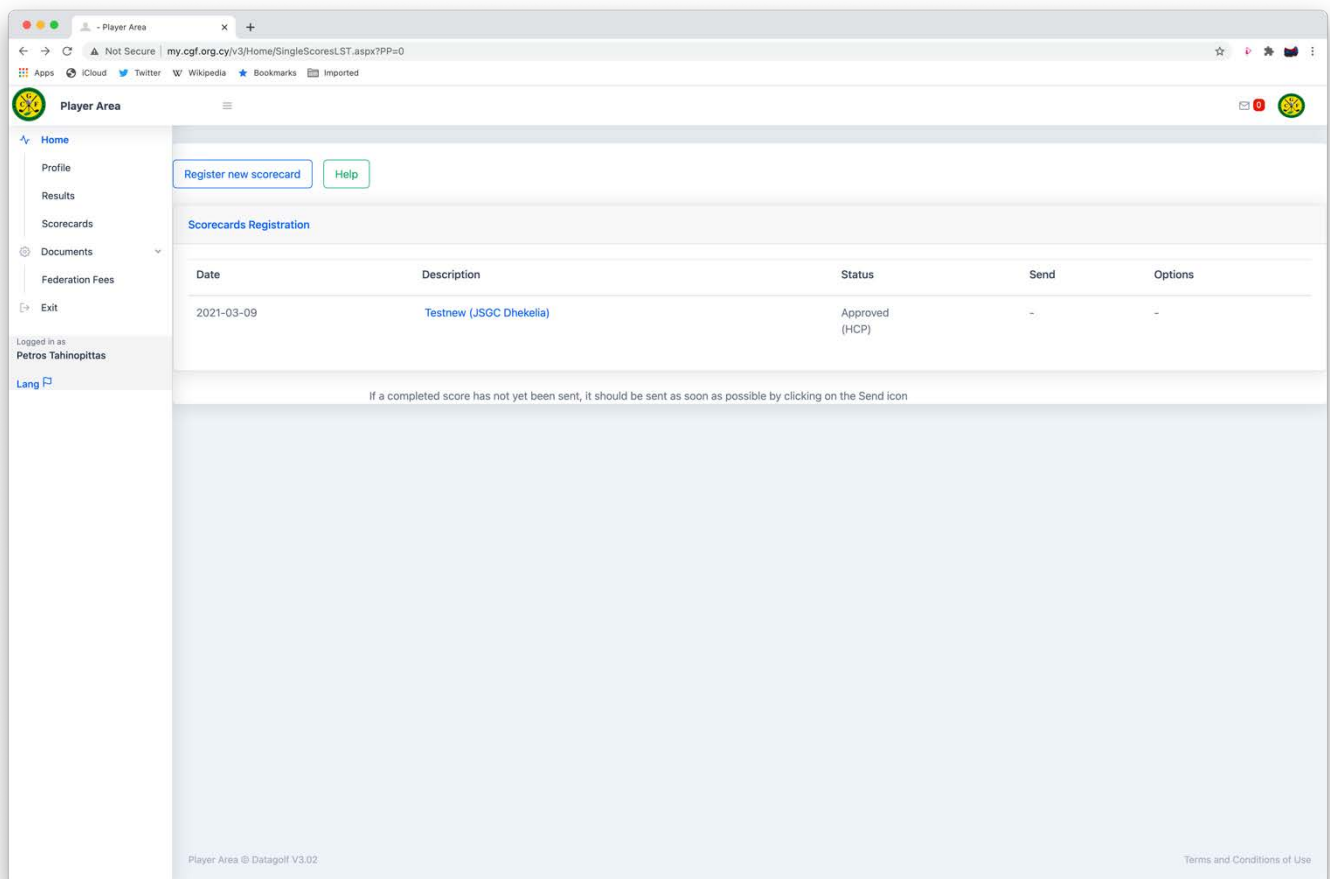
How to Guide # 2 - Register a round and Submit an individual scorecard using MyCGF.

Function available to all active CGF Federated players.

An Individual scorecard may also be referred to as General Play or Extra Day Scorecard (EDS).

Step 1

1. Log in to MyCGF.
2. Go to the Scorecards tab and press Enter.
3. Select "Register New Scorecard".



Step 2

1. Enter the date of the Round.
2. If you wish to you can pre-register one day in advance or register on the day of play.
3. You cannot register a card the day after you have played.
4. Enter the tee time
5. Enter a Description: "EDS" – is sufficient.
6. Select the course and tees you play from, number of holes and Type format.
7. HCP field populates automatically with your current HI.
8. Select HCP round, the default is "Yes" which signifies this will be a handicap qualifying round.
9. Select Save.

The screenshot shows a web browser window with the address bar displaying "my.cgf.org.cy/v3/Home/SingleScoreRegister.aspx?PP=0". The page title is "Player Area". On the left, there is a sidebar menu with links: Home, Profile, Results, Scorecards, Documents, and Exit. Below the menu, it says "Logged in as Petros Tahinopittas" and "Lang". The main content area contains the registration form with the following fields and options:

- Date:** A date picker set to 09/03/2021 and a time picker set to 15:00.
- Description:** A text input field containing "EDS".
- Course:** A dropdown menu showing "JSGC Dhekella - BLUE".
- Holes:** A dropdown menu showing "18 Holes".
- Type:** A dropdown menu showing "Stabl. Net".
- HCP:** A text input field showing "19.3".
- HCP round:** Radio buttons for "No" and "Yes", with "Yes" selected.
- Buttons:** "Save" and "Cancel" buttons.

At the bottom of the page, there is a footer that reads "Player Area © Datagolf V3.02" and a link to "Terms and Conditions of Use".

Step 3

You will now be prompted to enter your markers CGF Federation number, in our example we have used member 719, then select Validate.

1. The Marker's details will populate automatically. If that is the correct person then select Save/Recalc.
2. The Marker will receive notification (How to Guide #9), that they have been registered as the Marker for this round.

The screenshot shows a web browser window with the URL `my.cgf.org.cy/v3/Home/SingleScoreCard.aspx?id=15646&PP=0`. The page is titled "Player Area" and has a sidebar menu with options: Profile, Results, Scorecards, Documents, and Exit. The main content area has tabs for "Score", "Marker", "Image", and "Definitions". The "Marker" tab is active, showing a form titled "Marker". The form contains the following fields and values:

Marker	
Marker Fed No.	
719	<input type="button" value="Validate"/>
Name	
BROMLEY, Peter	
Fed no	
719	
HCP	Club
17.8	Secret Valley
<input type="button" value="Save/Recalc"/> <input type="button" value="Exit"/>	

At the bottom of the page, there is a footer that reads "Player Area © Datagolf V3.02" and a link to "Terms and Conditions of Use".

Note: Only active CGF federated players registered with MyCGF may be used as markers and the marker MUST additionally be registered as a MyCGF user.

Step 4

1. Now complete the scorecard using hole by hole entry and the + - options.
2. Ensure all holes have a score entered, or
3. If you have no score for any hole, then select the No Score button.
4. Once you have completed the front 9 select "Save".

Player Area

Score Marker Image Definitions

Score

Stabl Net

Save/Recalc Exit

#	PAR	SI	Mts.	Score	No score	Res.
1	3	13	120	- 4 +	<input type="checkbox"/>	
2	5	3	430	- 5 +	<input type="checkbox"/>	
3	3	11	114	- 4 +	<input type="checkbox"/>	
4	4	15	244	- 5 +	<input type="checkbox"/>	
5	3	9	144	- 4 +	<input type="checkbox"/>	
6	4	5	278	- 5 +	<input type="checkbox"/>	
7	4	17	315	- 5 +	<input type="checkbox"/>	
8	4	7	327	- 5 +	<input type="checkbox"/>	
9	4	1	395	- 4 +	<input type="checkbox"/>	
OUT	34		2367	Save		0
10	4	4	273	- 0 +	<input type="checkbox"/>	
11	4	16	220	- 0 +	<input type="checkbox"/>	
12	4	14	274	- 0 +	<input type="checkbox"/>	
13	4	12	289	- 0 +	<input type="checkbox"/>	
14	4	10	237	- 0 +	<input type="checkbox"/>	
15	4	2	299	- 0 +	<input type="checkbox"/>	
16	3	8	186	- 0 +	<input type="checkbox"/>	
17	4	6	272	- 0 +	<input type="checkbox"/>	
18	3	18	112	- 0 +	<input type="checkbox"/>	
IN	34		2162			0
OUT	34		2367			0
Total	68		4529			0

PAR Net ☐

Save/Recalc Exit

Player Area © Datagolf V3.02

Terms and Conditions of Use

Step 5

1. Now complete the remaining 9 holes.
2. Correct any errors NOW.
3. Once again ensure all holes have a score entered, or
4. If you have no score for any hole, then select the No Score button.
5. Select "Save/Recalc".

Player Area

Score

Save/Recalc Exit

#	PAR	SI	Mts.	Score	No score	Res.
1	3	13	120	4	<input type="checkbox"/>	2
2	5	3	430	6	<input type="checkbox"/>	2
3	3	11	114	4	<input type="checkbox"/>	2
4	4	15	244	5	<input type="checkbox"/>	2
5	3	9	144	4	<input type="checkbox"/>	2
6	4	5	278	5	<input type="checkbox"/>	2
7	4	17	315	5	<input type="checkbox"/>	2
8	4	7	327	5	<input type="checkbox"/>	2
9	4	1	395	4	<input type="checkbox"/>	4
OUT	34		2367	Save		20
10	4	4	273	8	<input type="checkbox"/>	1
11	4	16	220	6	<input type="checkbox"/>	1
12	4	14	274	5	<input type="checkbox"/>	2
13	4	12	289	5	<input type="checkbox"/>	2
14	4	10	237	5	<input type="checkbox"/>	2
15	4	2	299	5	<input type="checkbox"/>	2
16	3	8	186	5	<input type="checkbox"/>	1
17	4	6	272	5	<input type="checkbox"/>	2
18	3	18	112	4	<input type="checkbox"/>	2
IN	34		2162			15
OUT	34		2367			20
Total	68		4529			35

PAR Net ☐

Save/Recalc Exit


Player Area © Datagolf V3.02

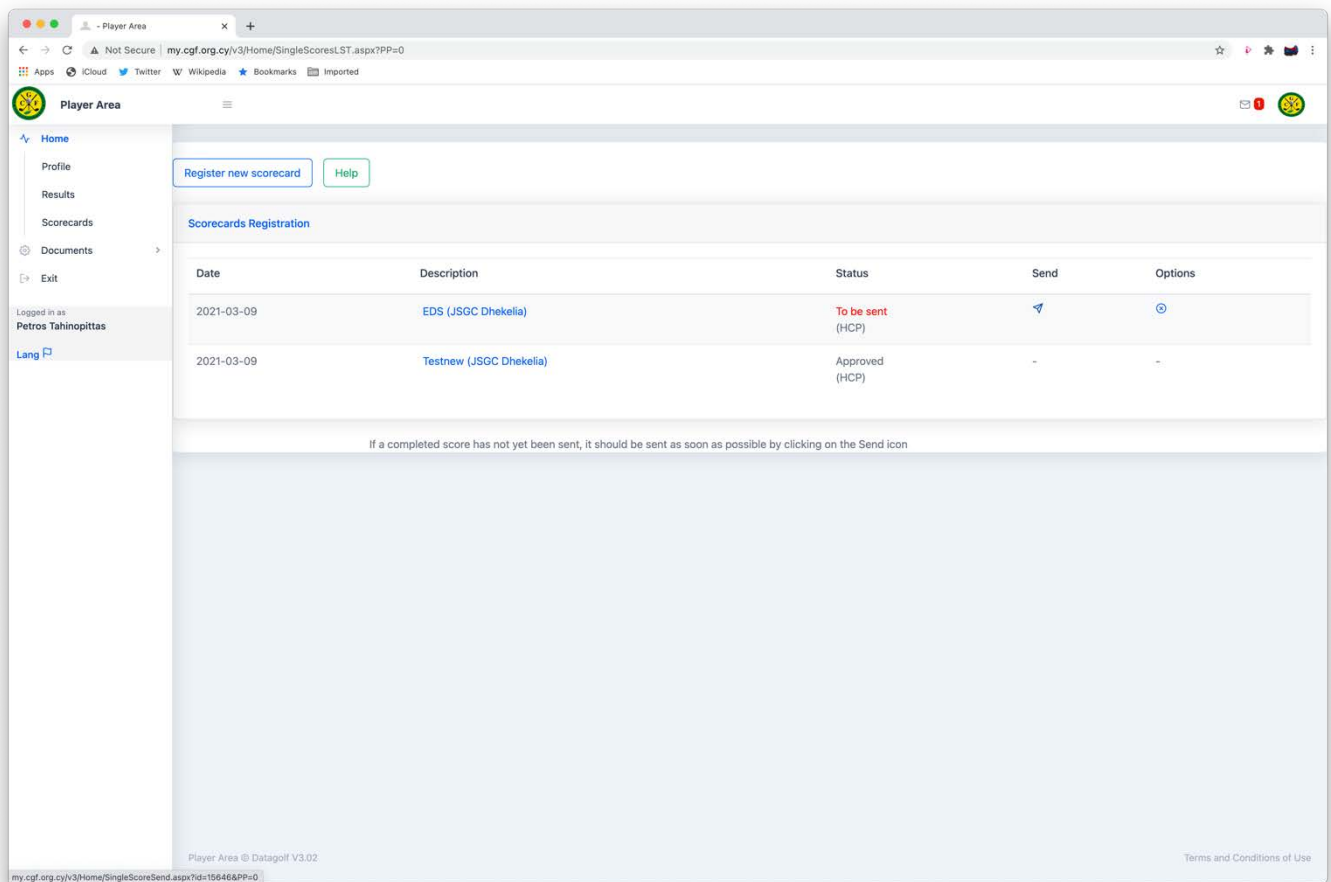
Terms and Conditions of Use

Step 6

1. The scorecard will now show the completed score and points as appropriate.
2. Select “Save/Recalc”.
3. Select “Exit”.

Step 7

1. Your scorecard now needs to be sent to the server.
2. In this screenshot we see two scorecards for the same day, one has already been sent and auto approved, the one we now wish to submit shows, **To be sent** (HCP) in red font, and under the “Send” column an arrow graphic.
3. You **MUST** now select the arrow as part  of the process of sending to the server.
4. You have not finished the submission yet, make sure you read Step 8.



Step 8

1. The next screen shows a resumé of your entry.
2. Select the Red button **“SEND”** to finalise the process.

The screenshot shows a web browser window with the address bar displaying `my.cglf.org.cy/v3/Home/SingleScoreSend.aspx?id=15646&PP=0`. The page title is "Player Area". On the left, a sidebar menu includes "Home", "Profile", "Results", "Scorecards", "Documents", and "Exit". The main content area displays a scorecard summary for "Petros Tahinopittas". The summary includes the following fields:

Name	Fed N.
Petros Tahinopittas	4437

Date	Description
2021-03-09 15:00	EDS

Course	Holes
JSGC Dhekelia - BLUE	18 Holes

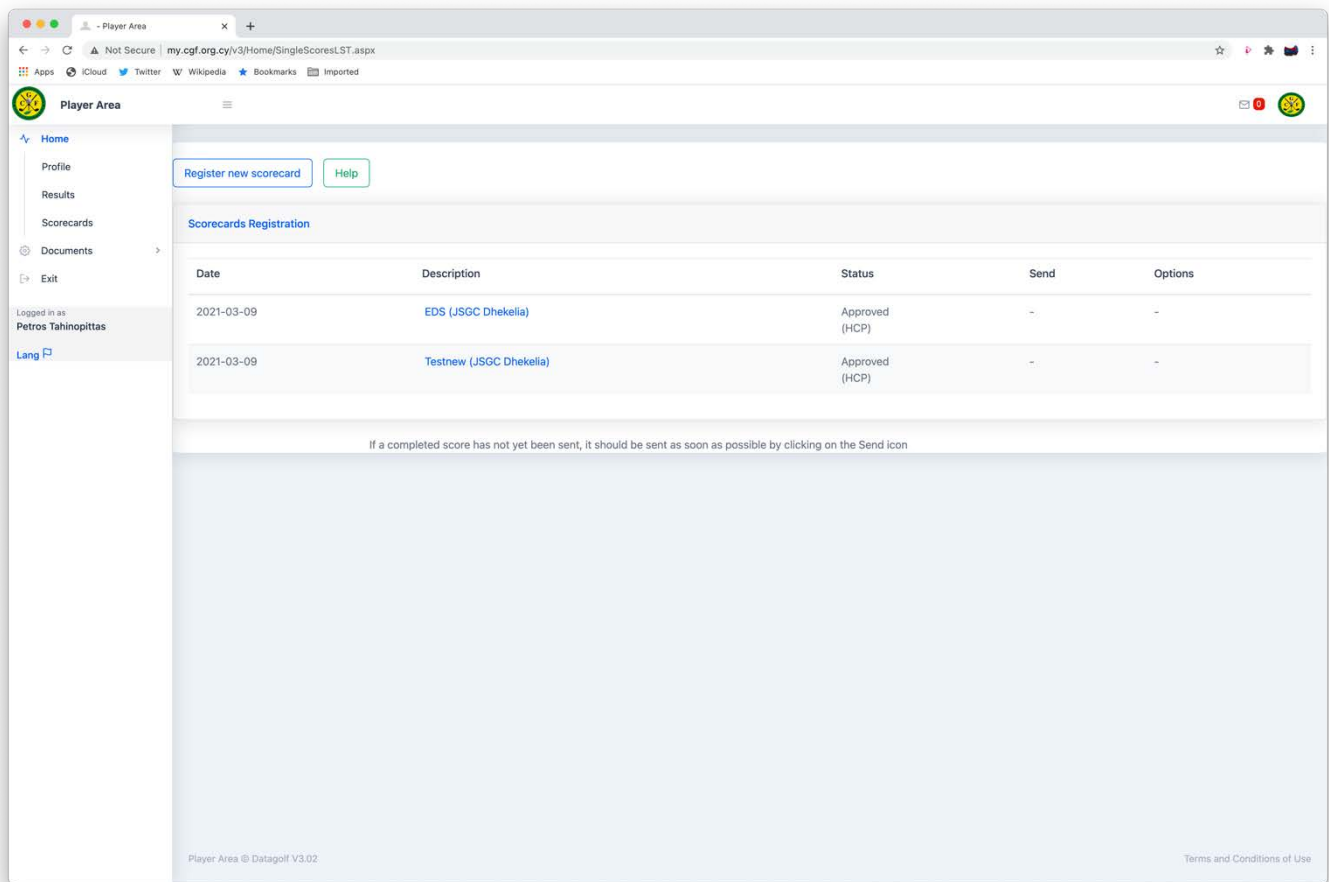
HCP Round
Yes

At the bottom of the summary, there are two red buttons: "Send" and "Cancel". The footer of the page reads "Player Area © Datagolf V3.02" and "Terms and Conditions of Use".

Step 9

Success!!

When you see this display your new scorecard has been automatically approved. If not go back over the previous steps until you succeed.



Step 10

1. As a final check, navigate out to your Results.
2. Your latest scorecard submission will show at the top of your Results history.
3. You will see that the final column SD (Score Differential) is empty and does not show a calculation.
4. The SD will appear the next morning, once the nightly handicap update has run.

Sending Errors

Some common user error messages that might appear.

1. Your score submission does not appear in your results – this is because you have not completed the send process described in Steps 7 and 8 above.
2. Incomplete Send – this display's if you have tried to Send the scorecard to the server but there is an error in the submission in Step 4 or 5, perhaps a missing score on one of the holes. To rectify this, go back to Scorecards and select the round you have just tried to submit, you will be returned to the process where you made a mistake, correct the mistake, save/recalc and finalise Steps 7 and 8.

Cautionary warning:

Self-submission of Individual scorecards relies upon your Integrity so please ensure you have completed your hole by hole score entries correctly. Once submitted you are not able to amend the entry. If you later realise you submitted a wrong scorecard then contact your Club Admin who has the ability to delete the score.

You should submit your scorecard as soon as possible on the day of play, after completion of your round, and before midnight (local time).

[End](#)

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How to Guide # 3 - Award an initial Handicap Index (HI).

Full function available to DataGolf admin, Initial Scorecard registration function available to all active Federated players.

Step 1

1. A player can submit their First scorecard for Handicap purposes using MyCGF, by registering a new scorecard in the same way as when submitting any other qualifying scorecard. ([How to Guide # 2](#))
2. It is recommended that a HI for a new player begins with an 18-hole score.
3. The player completes the scorecard submission and that is the limit of their involvement, the remaining actions are restricted to DataGolf Admins. (currently only CGF Admins can undertake function 4 to 9 below)
4. Once submitted the card will display in the Club Area (Restricted access) under Configuration → Administration → Initial Handicap.
5. Review the submission. If you opt to overwrite the initial handicap we recommend only lowering and not increasing the HI. Do so if you feel the new HI will better reflect their starting ability.
6. Select Confirm.
7. If you have documented knowledge of the players previous golf experience, you can request CGF award an Initial HI. (see Note 4 on page 17).

Federation Number 4437

Date 2020-08-29 09:14

New HCP 21.5

Transaction silently rolled back because it has been marked as rollback-only

Results							
Date	Description	Course	Holes	HCP	Gross	Stabl.Net	Score Diff
2020-08-29 07:00:00	EDS test	Elea GC	18	54	93	67	25.5

<< < 1 > >> Go to page: 1 Row count: 25 Showing 1-1 of 1

Step 2

Once confirm has been selected the submission displays within Single Scores Approval, and the Player Records, Results and WHS Index record will update.

Single Scores (General)							
Search							
Single Scores (General)							
Date	Name	No.	Club	Course	Holes	Reg.Data	Status
2020-08-29	TAHINOPITTAS,Petros	4437	000	Elea GC - ORANGE	18	2020-08-29 11:11	Approved (HCP)

Step 3

1. You can review the submission by selecting the players name.
2. Once finished select Exit.

Individual Scores - Approval

Player

Fed Code
4437

Score Date
2020-08-29 07:00

Name
TAHINOPITTAS,Petros

Registration Date
2020-08-29 09:11:32

HCP
54

Play HCP
56

Description
EDS test

Score

Course
Elea GC - ORANGE

Gross
93

Medal Net
37

Stableford Gross
14

Holes
18

Stableford Net
67

Bogey PAR
15

Marker

Name
BROMLEY,Peter

HCP
17.8

Fed Code
719

Club
002

Scorecard Image

[Check score in Central System](#)

Approved

Exit

Step 4

1. Go to Reports → Player List, type the player federation number into search and select the player - you arrive at this display.
2. You can see that under HCP a Valid handicap displays.

Club Area

Home

Reports

Players List

Other Clubs Players

Tournaments

Clubs

Courses

Statistics

Administration

Logged in as
cgfadmin
UK PT ES

PLAYER RECORD

PLAYER
TAHINOPITTAS,Petros
Cyprus

NUMBER AND CLUB
4437 (Active)
CGF
SUB21 (2000-01-01)

HCP
21.9 (Valid)
Amateur

HCP Adjustment

Export HCPs

HCP Certificate

Import Scores

Results

WHS Index

Charts

EGA Handicap

Audit

Notes

1. The confirmed submission now appears under the Results and WHS Index tabs, without having to wait for the overnight handicap update run.
2. The player now has a WHS HI and can compete worldwide using their valid handicap index.
3. And a reminder that a HI is not considered to be established until 20 scorecards have been submitted.
4. If you have a new member who holds a WHS Handicap index you can request CGF award an Initial HI based upon such history or certificate. CGF will create an Initial HI, after which the club MUST then backfill the players history of upto 20 scores by using the Import Scores method following How to Guide # 4. This is required to ensure that there is sufficient data for the management software to correctly calculate or match the HI on the history record/certificate.

End

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How to Guide # 4 – How to Import Scores

Function available to Club Admin only.

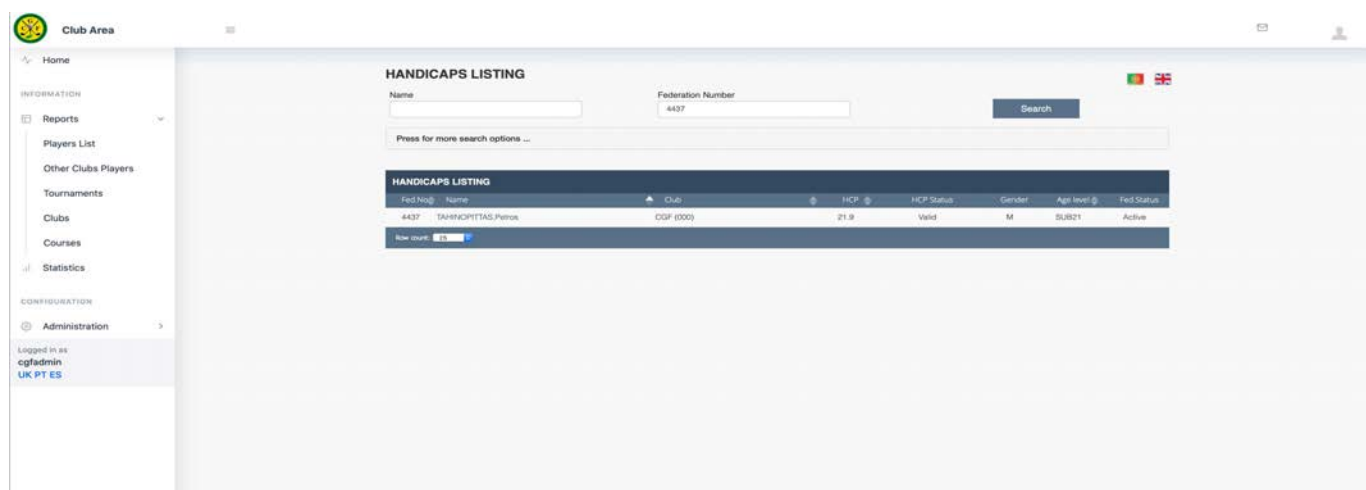
This function is **ONLY** available to your Club DataGolf admin staff and will **NOT** be available to individuals.

This process is used to either;

1. Import scores for a player who holds a WHS handicap from a federation outside of the jurisdiction of the CGF. Such players are required to present a Handicap History showing upto their last 20 acceptable qualifying rounds, or
2. Import scores presented by players who have been playing off island. The player presents a certified scorecard to his home club and it becomes a Club DataGolf Administrators task to populate the players record.
3. The same step process applies to either situation.

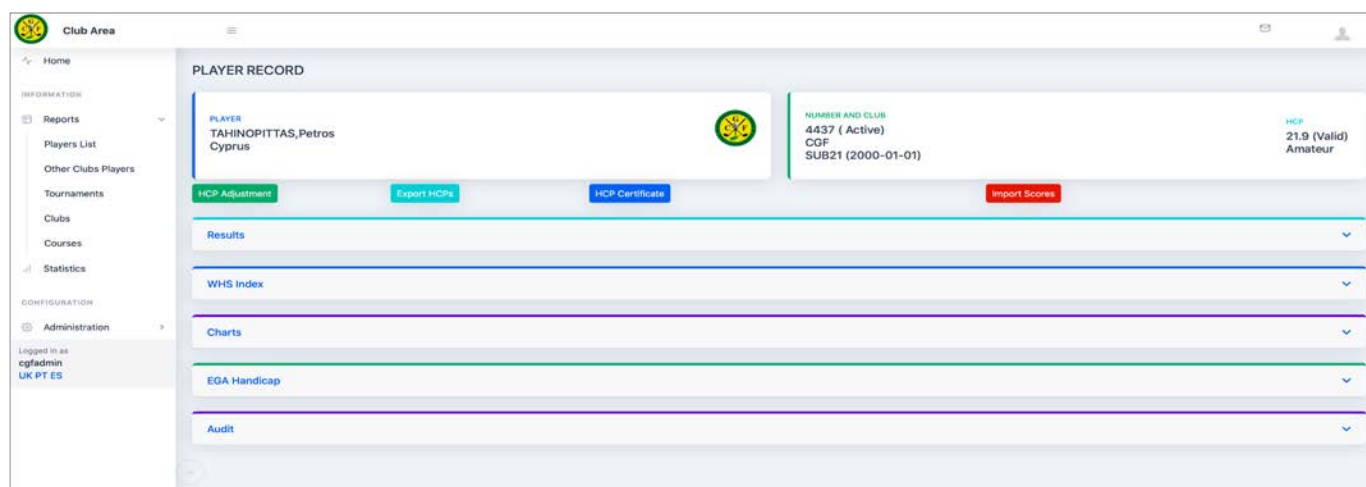
Step 1

1. Select the player from the Players List in the Club Admin area.
2. Enter on the players Name to move to the next menu.



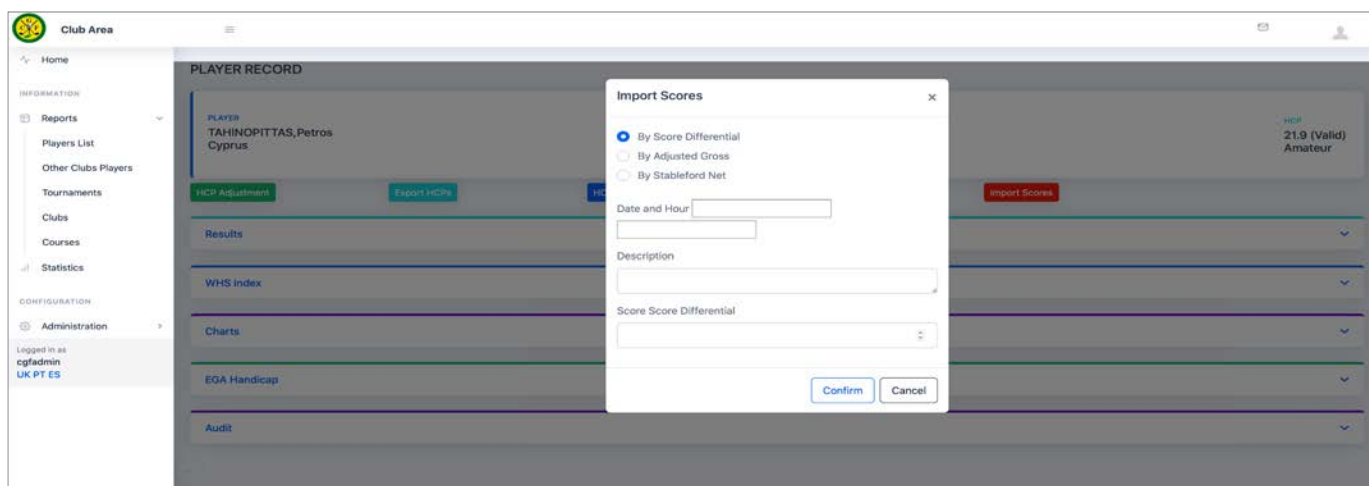
Step 2

1. Now select the red Import Scores button.



Step 3

1. A drop-down menu appears with three options, these are methods to import scores, they are - By Score Differential, By Adjusted Score or By Stableford Net.
2. The players history record or scorecard *provided by the player* must contain sufficient information for you to be able to populate a new record.



Step 4

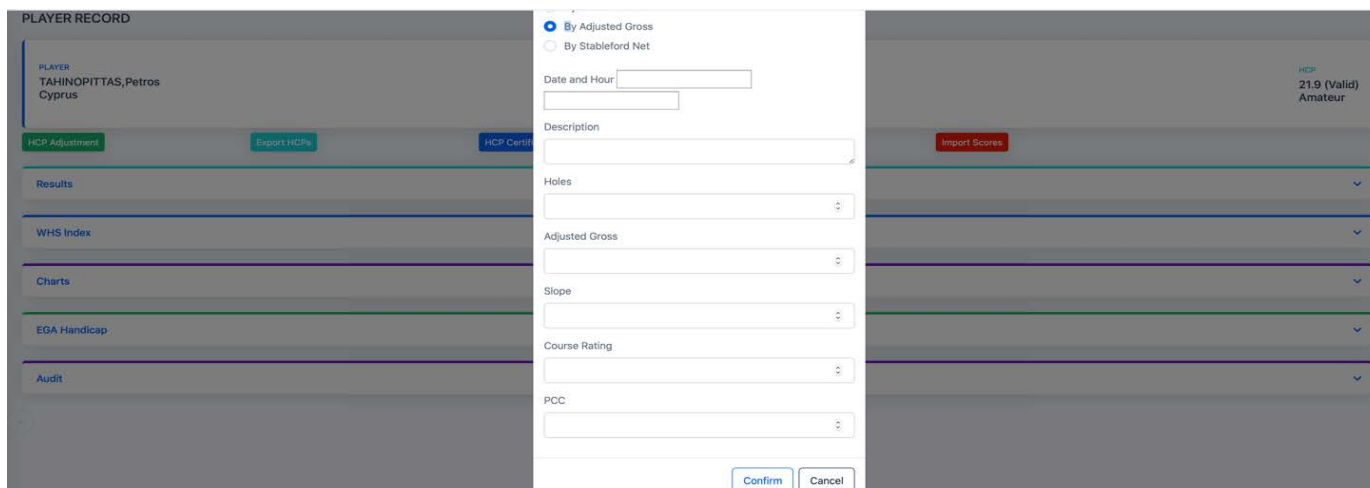
All three methods use a similar process but require varying amounts of effort and input.

Method 1 – By Score Differential

This is the simplest method and normally used where the player has provided a Handicap history record showing the SD for each round on record.

1. For an incoming player with an established history you will need to enter up to 20 scores to ensure that DataGolf has suitable history to correctly calculate their WHS record.
2. Check the By Score Differential button.
3. Complete the Date and Hour boxes ensuring where more than one round has been played on the same date a different time is used. Future updates of this process will clarify the format of input into these two boxes as yyyy-mm-dd and hh:mm.
4. Description, for simplicity type in History or you may opt to fully complete the event details.
5. From the playing history provided enter the Score Differential.
6. Select Confirm.
7. Repeat the process for the next submission until all cards have been entered. All results will appear in the players History and after an overnight handicap update will show in the players WHS index in chronological order.

Method 2 – By Adjusted Gross



Use this Method for importing scorecards submitted for Non CGF events outside of the CGF area of jurisdiction, such as when on Golf trips overseas.

1. Check the By Adjusted Gross button.
2. Complete the Date and Hour boxes ensuring where more than one round has been played on the same date a different time is used. Future updates of this process will clarify the format of input into these two boxes as yyyy-mm-dd and hh:mm.
3. Description - for simplicity type in History or you may opt to fully complete the event details.
4. Holes - enter how many played, 18 or 9.
5. Adjusted Score – enter the Gross score from the scorecard.
6. Slope - enter the Slope rating of the Tees played.
7. Course Rating - enter the Course Rating of the Tees played.
8. PCC - enter the PCC if known or enter 0 if not known.
9. Select Confirm.
10. Repeat the process until all cards have been entered. All results will appear in the players History and after an overnight handicap update will show in the players WHS index in chronological order.

Method 3 – By Stableford Net

The screenshot displays the 'PLAYER RECORD' interface for a player named Petros Tahinopittas from Cyprus. The interface is divided into a sidebar on the left and a main content area. The sidebar contains navigation links: 'HCP Adjustment', 'Export HCPs', 'HCP Certificate', 'Results', 'WHS Index', 'Charts', 'EGA Handicap', and 'Audit'. The main content area features a form for importing scorecards using the 'By Stableford Net' method. The form includes input fields for 'Holes', 'Stableford Net', 'Course HCP', 'PAR', 'Slope', 'Course Rating', and 'PCC'. Below these fields are 'Confirm' and 'Cancel' buttons. On the right side of the main content area, there is a summary box showing 'HCP 21.9 (Valid) Amateur'.

Use this for importing Stableford scorecards submitted for Non CGF events outside of the CGF area of jurisdiction, such as when on Golf trips overseas.

1. Check the By Stableford Net button.
2. Complete the Date and Hour boxes ensuring where more than one round has been played on the same date a different time is used. Future updates of this process will clarify the format of input into these two boxes as yyyy-mm-dd and hh:mm.
3. Description, for simplicity type in History or you may opt to fully complete the event details.
4. Holes – enter how many played, 18 or 9.
5. Stableford Net - calculate the Stableford Net score from the scorecard.
6. Course HCP - enter the players Course handicap.
7. Par - enter the Par for the tee set played.
8. Slope - enter the Slope rating of the Tees played.
9. Course Rating - enter the Course Rating of the Tees played.
10. PCC - enter the PCC if known or enter 0 if not known.
11. Select Confirm.
12. Repeat the process until all cards have been entered. All results will appear in the players History and after an overnight handicap update will show in the players WHS index in chronological order.

Example 1

An example from a player's results history of a fully populated player record using the above methods, and how it appears in their Results folder.

Date	Tournament	Course	Holes	PAR	Origin	HCP	Index	PlayHCP	Stabl.	Gross (adj)	To Par	SD	Actions
2020-09-06	<input type="text" value="History"/>	NONE	18	72	First	Yes	25.4	25	36	99	+27	25.4	
2020-08-15	History	NONE	18	72	First	Yes	25.9	26	36	96	+24	25.9	
2020-08-08	History	NONE	18	72	First	Yes	38.0	38	36	103	+31	38	
2020-07-26	History	NONE	18	72	First	Yes	32.4	32	36	104	+32	32.4	
2020-07-12	History	NONE	18	72	First	Yes	36.4	36	36	108	+36	36.4	
2020-06-28	History	NONE	18	72	First	Yes	26.5	27	36	98	+26	26.5	
2020-06-14	History	NONE	18	72	First	Yes	24.5	25	36	96	+24	24.5	
2020-03-14	History	NONE	18	72	First	Yes	34.5	35	36	106	+34	34.5	
2020-01-19	History	NONE	18	72	First	Yes	42.3	42	36	114	+42	42.3	
2019-12-11	History	NONE	18	72	First	Yes	40.1	40	36	112	+40	40.1	
2019-11-10	History	NONE	18	72	First	Yes	26.5	27	36	98	+26	26.5	
2019-10-27	History	NONE	18	72	First	Yes	25.5	26	36	93	+21	25.5	
2019-10-06	History	NONE	18	72	First	Yes	34.4	34	36	106	+34	34.4	
2019-08-22	History	NONE	18	72	First	Yes	42.8	43	36	114	+42	42.8	
2019-08-08	History	NONE	18	72	First	Yes	47.6	48	36	119	+47	47.6	
2019-08-04	History	NONE	18	72	First	Yes	33.0	33	36	105	+33	33	
2019-06-29	History	NONE	18	72	First	Yes	37.0	37	36	109	+37	37	
2019-06-15	History	NONE	18	72	First	Yes	30.4	30	36	102	+30	30.4	
2019-06-02	History	NONE	18	72	First	Yes	35.4	35	36	107	+35	35.4	
2019-05-29	HISTORY	NONE	18	72	First	Yes	31.7	32	36	103	+31	31.7	
2019-05-25	HISTORY	NONE	18	72	First	Yes	35.7	36	36	107	+35	35.7	
2009-12-31	Starting Virtual Score None		18	72	First	Yes	45.0	45	36	72	PAR	45	

Notes:

1. You can use History as a simple explanation in the Tournament field or should you so wish the full name of the event.
2. You cannot populate the Course details.

Example 2

And those same results as they appear once calculated in the players WHS index folder.

You can see it is now a fully established record with more than 20 scorecards being submitted and shown as 8 of 20.

System updates now show the scores used in the best 8/20 calculations as a **red font line entry**.

2020-09-06	International	NONE	18	72	First	27.9	25	36	0	0	25.4	27.9	27.1		
Score Average		No. Scores	adjustment		Adjusted Avg		low Hcp		softCap		hardCap		calculated Hcp		
27.05		8 of 20	0		27.05		27.9		27.05 (30.9)		27.05 (32.9)		27.1		
Date	tournament	course	Holes	C.R. / Slope / PAR		HCP Index	Play HCP	Stb	Gross	PCC	SD	adj.Excep.	adj.Manual	adj.Pen	Differ
2020-09-06	International	NONE	18	68.9 / 134 / 72		25.4	25	36	99	0	25.4	0	0	0	25.4
2020-08-15	History	NONE	18	67.1 / 126 / 72		25.9	26	36	96	0	25.9	0	0	0	25.9
2020-08-08	History	NONE	18	64 / 116 / 72		38	38	36	103	0	38	0	0	0	38.0
2020-07-26	History	NONE	18	72 / 113 / 72		32.4	32	36	104	0	32.4	0	0	0	32.4
2020-07-12	History	NONE	18	72 / 113 / 72		36.4	36	36	108	0	36.4	0	0	0	36.4
2020-06-28	History	NONE	18	72 / 113 / 72		26.5	27	36	98	0	26.5	0	0	0	26.5
2020-06-14	History	NONE	18	72 / 113 / 72		24.5	25	36	96	0	24.5	0	0	0	24.5
2020-03-14	History	NONE	18	72 / 113 / 72		34.5	35	36	106	0	34.5	0	0	0	34.5
2020-01-19	History	NONE	18	72 / 113 / 72		42.3	42	36	114	0	42.3	0	0	0	42.3
2019-12-11	History	NONE	18	72 / 113 / 72		40.1	40	36	112	0	40.1	0	0	0	40.1
2019-11-10	History	NONE	18	72 / 113 / 72		26.5	27	36	98	0	26.5	0	0	0	26.5
2019-10-27	History	NONE	18	65.5 / 122 / 72		25.5	26	36	93	0	25.5	0	0	0	25.5
2019-10-06	History	NONE	18	72 / 113 / 72		34.4	34	36	106	0	34.4	0	0	0	34.4
2019-08-22	History	NONE	18	72 / 113 / 72		42.8	43	36	114	0	42.8	0	0	0	42.8
2019-08-08	History	NONE	18	72 / 113 / 72		47.6	48	36	119	0	47.6	0	0	0	47.6
2019-08-04	History	NONE	18	72 / 113 / 72		33	33	36	105	0	33	0	0	0	33.0
2019-06-29	History	NONE	18	72 / 113 / 72		37	37	36	109	0	37	0	0	0	37.0
2019-06-15	History	NONE	18	72 / 113 / 72		30.4	30	36	102	0	30.4	0	0	0	30.4
2019-06-02	History	NONE	18	72 / 113 / 72		35.4	35	36	107	0	35.4	0	0	0	35.4
2019-05-29	HISTORY	NONE	18	72 / 113 / 72		31.7	32	36	103	0	31.7	0	0	0	31.7

End

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How to Guide # 5 - How to Review a Players WHS Index Record

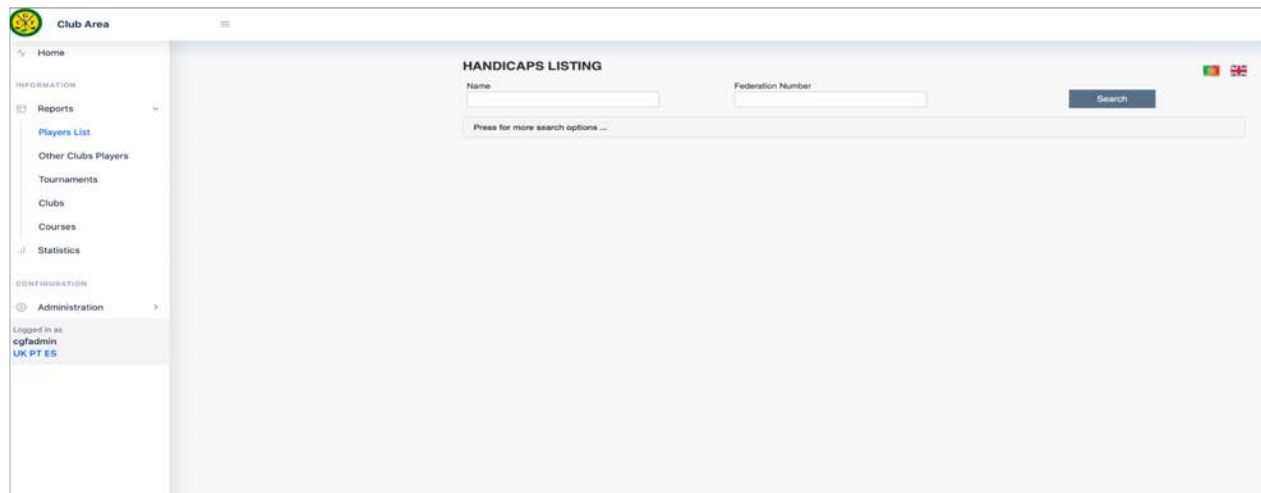
Full functionality available to Club Admin only.

Our test Player's record has been used in this "How to Guide."

When viewing via the MyCGF portal, a player will be able to see similar displays, less the ability to delete their own scores.

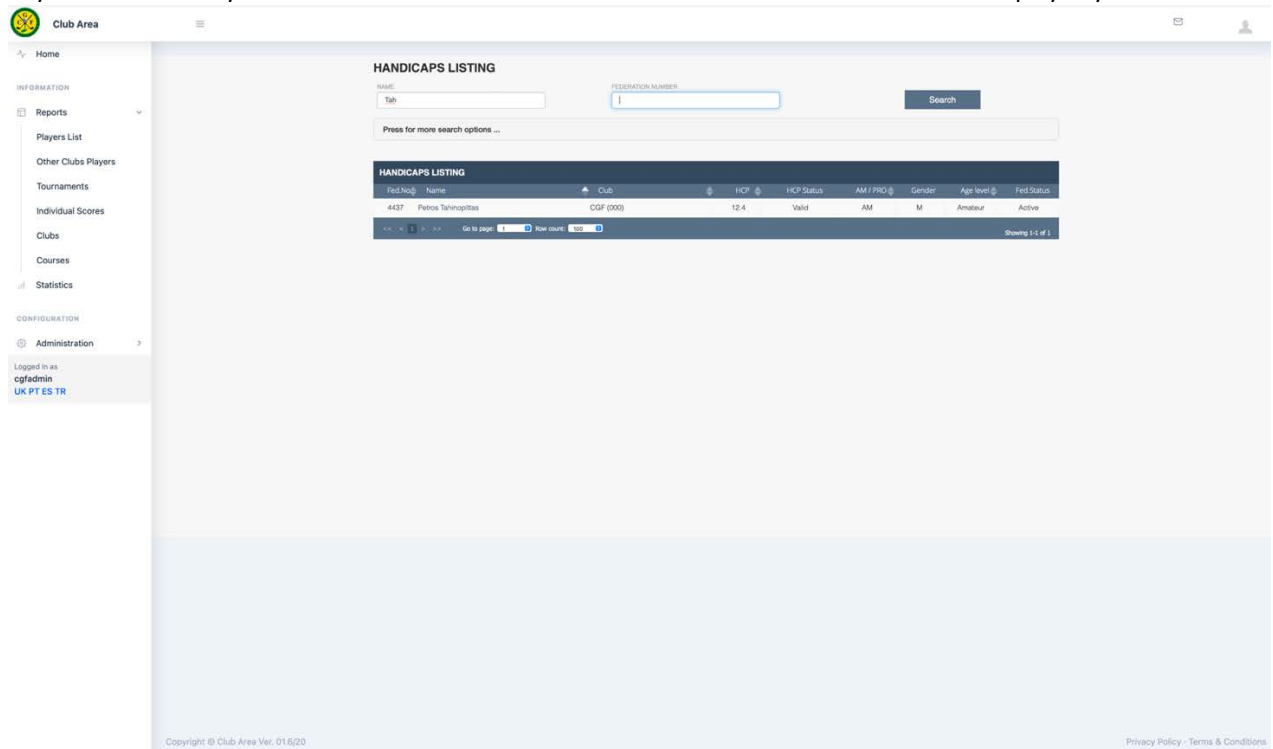
Step 1

1. Via the Club Area select Reports.
2. Then select Player List.



Step 2

1. Key in either the Players name or their Federation Number and hit Search. The search will display any matches.



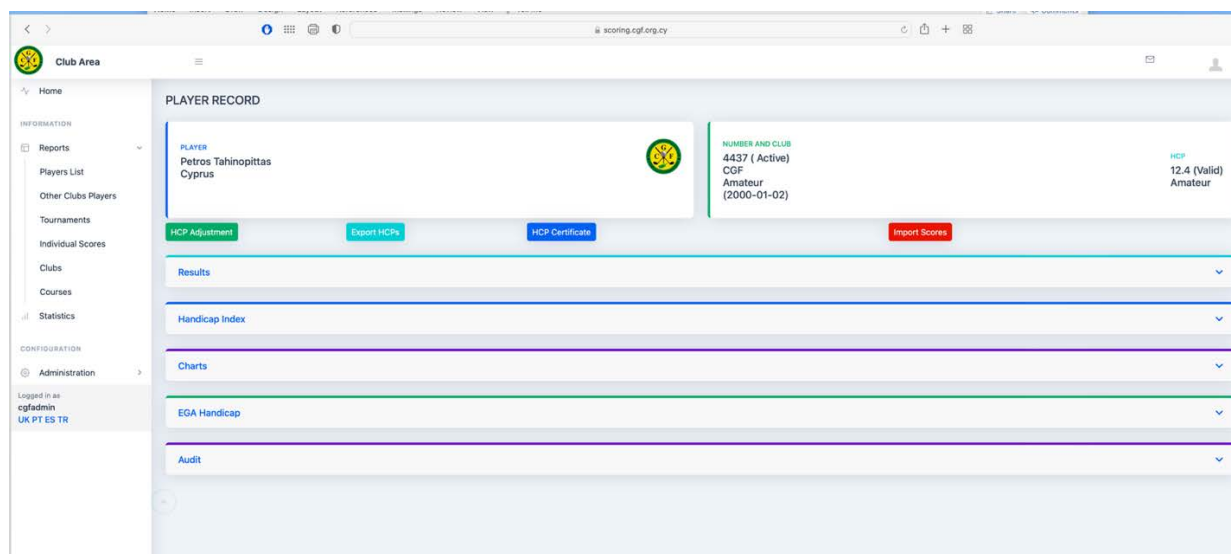
Step 3

1. If the federated licence is used than only that players record will display.

2. If a player name was keyed in, more than one player with same name might appear.
3. Select enter on the player's record you wish to view.

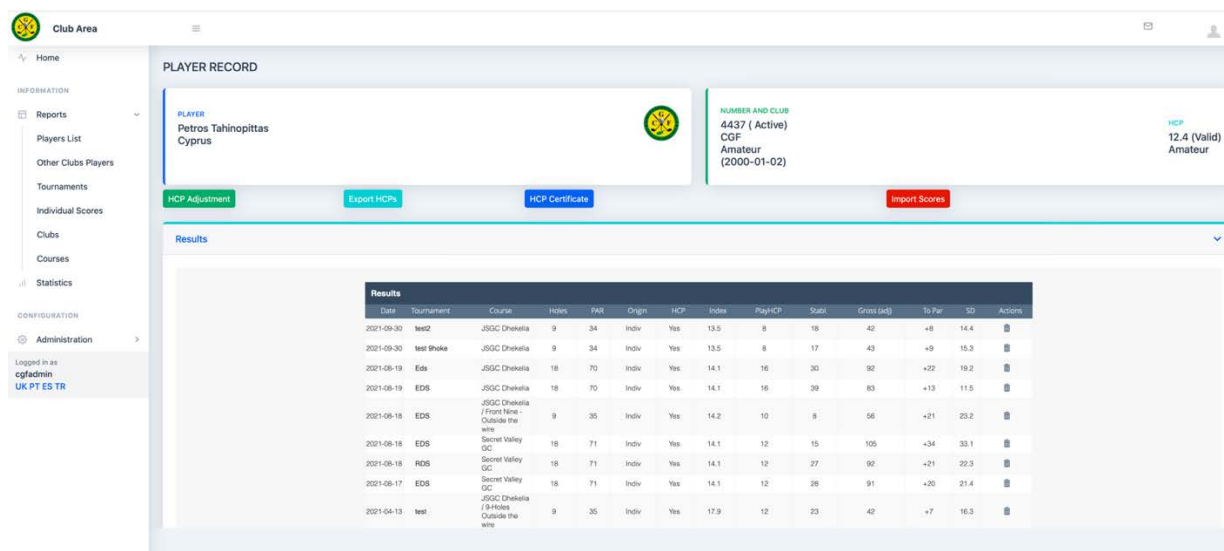
Step 4

Their real time player record folder will display.



Step 5

1. Select Results to display all Tournaments that the player has been entered into and any submitted EDS cards.
2. The results history contains both handicap and non-handicap qualifying records.
3. The dustbin icon may be used by DataGolf admins to delete records, be careful when using it!



Step 6

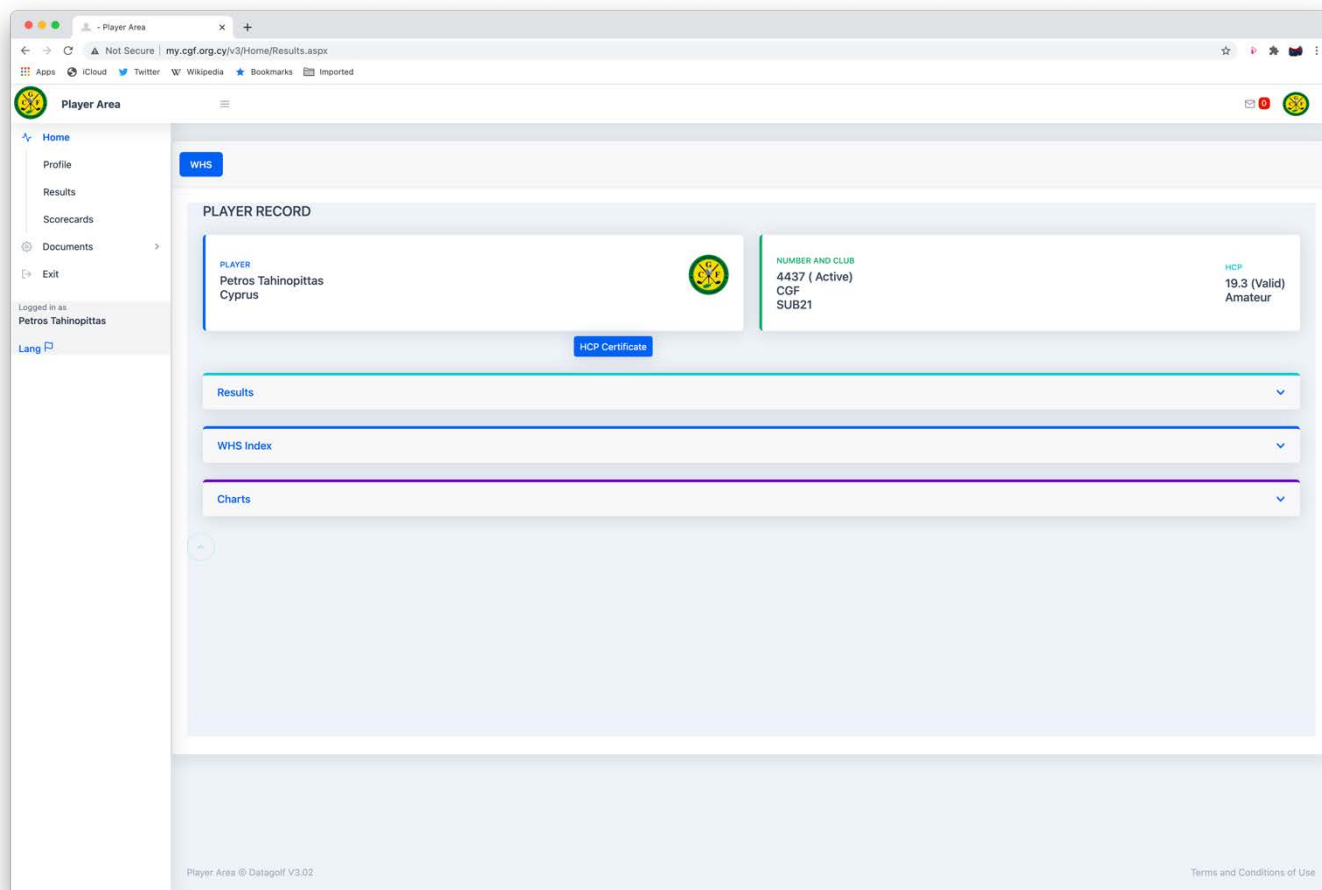
1. Back out of Results and now select the Handicap Index tab.
2. The Handicap Index folder only contains Handicap Qualifying scores.
3. Select the "Lines" icon in the 4th column from the left.

How to Guide # 6 - How to Download a Handicap Certificate

Access available to all active Federated players.

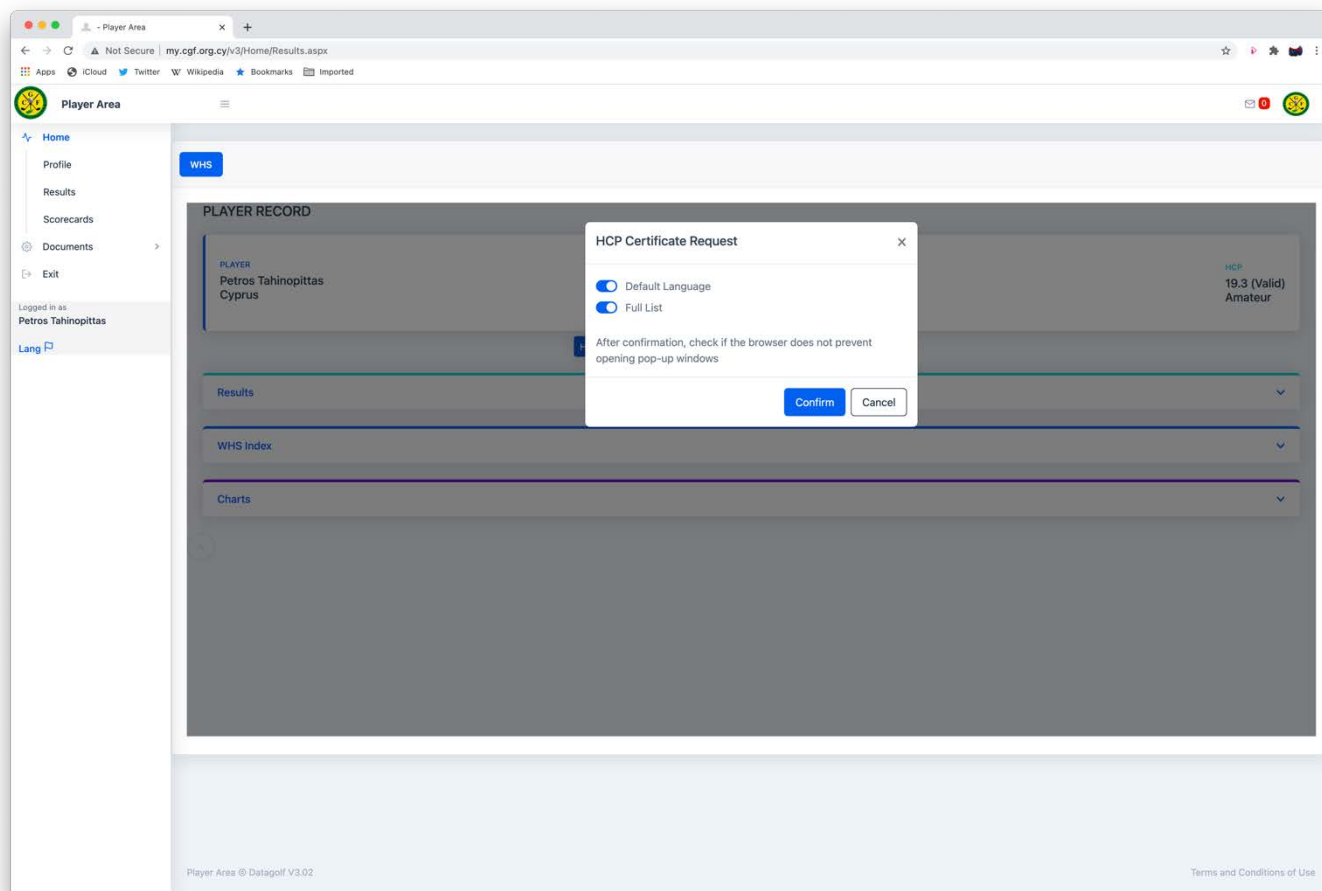
Step 1

1. From either the Club Area or the Players Area select Results.
2. Select the dark blue button – HCP Certificate.
3. Select Confirm.



Step 2

1. The next screen will display as follows.
2. You must select Confirm.



Step 3

1. Browser security settings aside, the Certificate will appear, this example is an established record with 20 entries
2. If you receive a Pop-up Blocker warning, follow any browser specific options that may display, on most browsers this will appear in the URL line.
3. To save a copy, once again this is device, browser and operating system specific and is usually achieved by a right click on your mouse or keypad and select the desired location to save or print the certificate.

HANDICAP CERTIFICATE

Name: Petros Taktisopoulos
 Federation No: 4437
 Handicap Index: 19.3
 HCP Status: Valid
 Certificate Date: 2021-03-09 (Valid till next Qualifying Round)
 Low Handicap Index: 19.8

Club: Cyprus Golf Federation

#	Date	Tournament	Holes	CR/Slope/PA	Index	Play HCP	Gross PCC	Stab Adjust	Score Net	Score Diff	Adjust Total	Final SD
1	2021-03-07	Testing	18	65.9 / 121 / 68	19.8	19	0	87	36	19.7	0.0	19.7
2	2021-02-27	test	18	70.8 / 134 / 71	17.9	18	-1	91	34	17.8	0.0	17.8
3	2021-02-20	Test	18	72.5 / 134 / 71	24.8	31	0	84	34	9.7	-2.0	17.7
4	2020-11-06	testing	18	70.4 / 129 / 71	20.9	28	0	100	34	26.5	-2.0	24.5
5	2020-11-05	test	18	70.4 / 129 / 71	24.9	28	0	100	32	28.4	-2.0	26.4
6	2020-11-04	testing	18	68.8 / 126 / 71	24.7	25	0	98	34	26.2	-2.0	24.2
7	2020-11-04	testing	18	68.8 / 126 / 71	24.8	25	0	96	36	24.4	-2.0	22.4
8	2020-11-03	test	18	68.5 / 129 / 71	25.1	26	0	99	34	26.7	-2.0	24.7
9	2020-11-03	test	18	67.1 / 126 / 71	25.0	24	0	96	35	25.9	-2.0	23.9
10	2020-11-02	Test	18	61.9 / 102 / 61	25.0	23	0	88	32	28.9	-2.0	26.9
11	2020-10-27	test adjy hcp	18	68.9 / 134 / 71	25.8	28	0	95	40	22.0	-2.0	20.0
12	2020-10-25	eds test	18	68.9 / 134 / 71	13.6	14	0	84	37	12.7	11.1	23.8
13	2020-10-20	EDS test	18	68.9 / 134 / 71	14.0	15	0	88	34	16.1	11.1	27.2
14	2020-10-14	History	18	72.0 / 133 / 72	16.2	16	0	88	36	16.2	11.1	27.3
15	2020-10-10	EDS test	18	68.9 / 134 / 71	18.0	19	0	79	47	8.5	10.1	18.6
16	2020-10-09	EDS test after manual HCP adj	18	68.9 / 134 / 71	16.1	17	0	93	31	20.3	12.0	32.3
17	2020-10-08	EDS test	18	68.9 / 134 / 71	15.3	16	0	97	28	23.7	12.0	35.7
18	2020-09-30	EDS Test	18	68.9 / 134 / 71	17.4	19	0	85	41	13.6	12.0	25.6
19	2020-09-29	EDS	18	68.9 / 134 / 71	18.2	19	0	90	36	17.8	12.0	29.8
20	2020-09-27	EDS TEST	18	67.1 / 126 / 71	17.0	15	0	91	31	21.4	12.0	33.4

Cyprus Golf Federation
 To online checking please visit www.cgf.org.cy
 Page 1/1

Notes

1. In the example below the HCP status is Valid and the Handicap index is shown as 16.
2. This is based upon only 4 submitted scorecard for handicap and presently falls into the less than 20 score card submission process as per Rules of Handicapping, Rule 5.2a.
3. No Low Handicap Index appears as it is not a developed handicap following 20 scorecard submissions.



HANDICAP CERTIFICATE

Name: TAHINOPITTAS,Petros

Federation No.: 4437

Handicap Index: 16

HCP Status: Valid

Certificate Date: 2020-09-27 (Valid till next Qualifying Round)

Low Handicap Index: 0

Club: Cyprus Golf Federation

#	Date	Tournament	Holes	CR/Slope/PAR	Index	Play HCP	PCC	Gross Adjust	Stabl Net	Score Diff	Adjust Total	Final SD
1	2020-09-26	EDS	18	67.1 / 126 / 71	21.9	21	0	86	42	17.0	0.0	17.0
2	2020-09-26	EDS	18	68.5 / 129 / 71	21.9	23	0	96	34	24.1	0.0	24.1
3	2020-09-26	EDS	18	70.4 / 129 / 71	21.9	24	0	98	33	24.2	0.0	24.2
4	2020-09-25	Initial for Hcap (test)	18	67.1 / 126 / 71	21.9	21	0	96	32	25.9	-2.0	23.9

End

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How to Guide # 7 – How to Delete an Individual score.

Access available to your Club DataGolf Admin only.


Should it be necessary to delete an Individual score (EDS) from a playing history.

Step 1

1. Go to the Players Record.
2. Select Results.

PLAYER RECORD

PLAYER
TAHINOPITTAS,Petros
Cyprus






NUMBER AND CLUB
4437 (Active)
CGF
SUB21 (2000-01-01)

HCP
21.9 (Valid)
Amateur

HCP Adjustment Export HCPs HCP Certificate Import Scores

Results

Date	Tournament	Course	Holes	PAR	Origin	HCP	Index	PlayHCP	Stabl.	Gross (adj)	To Par	SD	Actions
2020-09-26	EDS	Elex GC	18	71	Indiv	Yes	21.9	23	35	95	+24	-	
2020-09-26	EDS	Aphrodite Hills GC	18	71	Indiv	Yes	21.9	24	33	98	+27	-	
2020-09-25	Initial for Hcap (test)	Secret Valley GC	18	71	Indiv	Yes	54.0	56	67	96	+25	25.9	


Go to page: 1 Row count: 100 Showing 1-3 of 3

Step 2

1. Identify the result to be deleted and click on the Dustbin Icon.
2. This process is NOT reversible so be carefull.
3. Select delete.

PLAYER RECORD

PLAYER
TAHINOPITTAS,Petros
Cyprus



NUMBER AND CLUB
4437 (Active)
CGF
SUB21 (2000-01-01)

HCP
21.9 (Valid)
Amateur

HCP Adjustment Export HCPs HCP Certificate Import Scores

Results

Player 4437

Date 2020-09-26 11:00:00


Delete Cancel

Step 3

1. The result has now been deleted from the player record.
2. The players current HI would be recalculated during the overnight update process.

PLAYER RECORD

PLAYER
TAHINOPITTAS,Petros
Cyprus



NUMBER AND CLUB
4437 (Active)
CGF
SUB21 (2000-01-01)

HCP
21.9 (Valid)
Amateur

HCP Adjustment Export HCPs HCP Certificate Import Scores

Results

Player Results												
Date	Tournament	Course	Holes	PAR	Origin	HCP	Index	PlayHCP	Stabl	Gross (adj)	To Par	SD
2020-09-26	EDS	Aphrodite Hills GC	18	71	Indiv	Yes	21.9	24	33	96	+27	24.2
2020-09-25	Initial for Hcap (test)	Secret Valley GC	18	71	Indiv	Yes	54.0	56	67	96	+25	25.9

Go to page: 1 Row count: 100 Showing 1-2 of 2

Should you receive an invalid date notification when attempting to delete a scorecard, contact CGF.

End

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How to Guide # 8 - How to look up overseas Course and Slope Rating information.

Access available to all – Public website.

1. You might find that a players Handicap Index history record or a scorecard from a club outside of CGF does not contain sufficient detail necessary to Import scores into a player's CGF record for handicap purposes.
2. The WHS - USGA Course rating program (CRP) is the official software for calculating course and slope ratings.
3. It is the prime source of upto date CR and SR values.
4. The Course Rating and Slope Database provides upto date information on each and every Course rating published across the WHS.
5. If the information you require is NOT shown, then the affiliated country has yet to publish final rating values under the CRP or the course has not yet been rated.
6. In these situation's you will need to ask the player, to contact the course where the history record or round was maintained or played and ask them to forward the Course and Slope rating values for the tees played.
7. If there are no values forthcoming you cannot use the process in CGF How to Guide # 4.

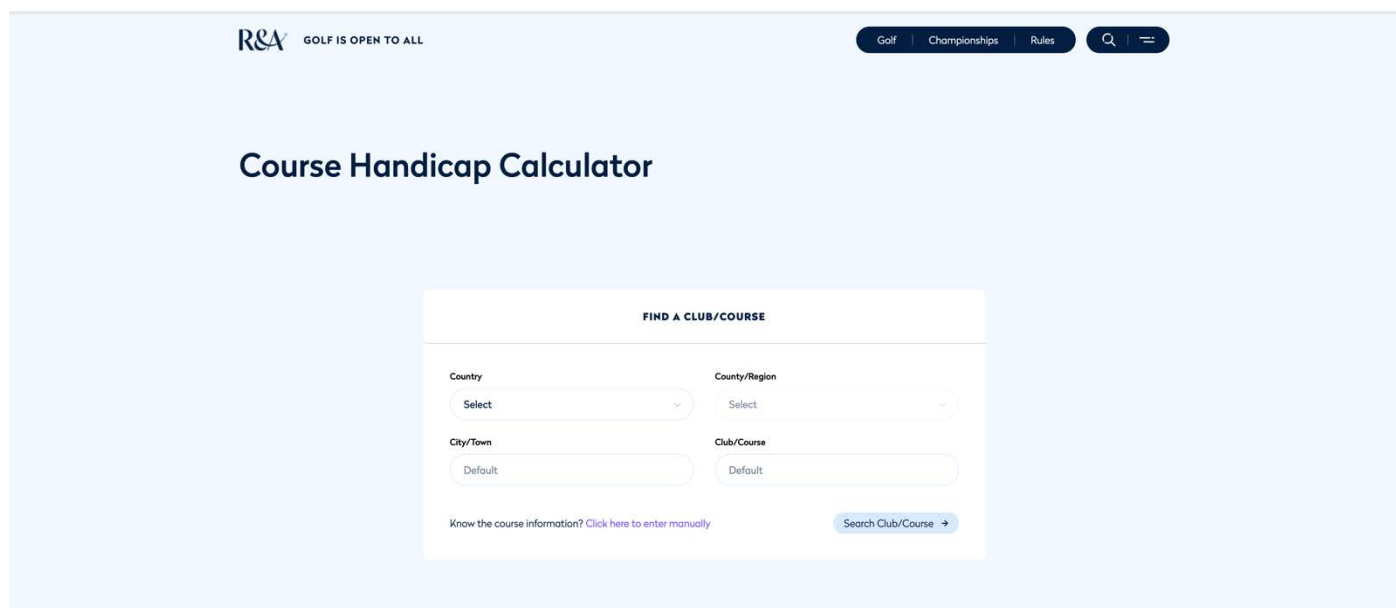
We have a player who wishes to update their record, has a valid scorecard but the information provided does not contain all the values we need.

Step 1

On your browser go to,

<https://www.randa.org/course-handicap-calculator>

The current home screen looks like this,



The screenshot shows the R&A Golf website's 'Course Handicap Calculator' page. The header includes the R&A logo and the tagline 'GOLF IS OPEN TO ALL'. Navigation links for 'Golf', 'Championships', and 'Rules' are present, along with a search icon. The main heading is 'Course Handicap Calculator'. Below it is a form titled 'FIND A CLUB/COURSE'. The form has four input fields: 'Country' (dropdown menu), 'County/Region' (dropdown menu), 'City/Town' (text input with 'Default' placeholder), and 'Club/Course' (text input with 'Default' placeholder). At the bottom of the form, there is a link that says 'Know the course information? Click here to enter manually' and a 'Search Club/Course' button with a right-pointing arrow.

Step 2

1. Enter the required Country from the drop-down menu.
2. Enter the County or Region from the drop-down menu.
3. Select Search Club/Course

R&A GOLF IS OPEN TO ALL

Golf | Championships | Rules

Q

Course Handicap Calculator

FIND A CLUB/COURSE

Country

England

County/Region

Gloucestershire

City/Town

Default

Club/Course

Default

Know the course information? [Click here to enter manually](#)

Search Club/Course →

Step 3

1. Select the Club/Course in this example we want to see the Cotswold Hills Golf Club in Cheltenham.

Course Handicap Calculator

← Search

SELECT A CLUB/COURSE

All

A

B

C

D

E

F

G

H

I

J

K

L

M

N

O

P

Q

R

S

T

U

V

W

X

Y

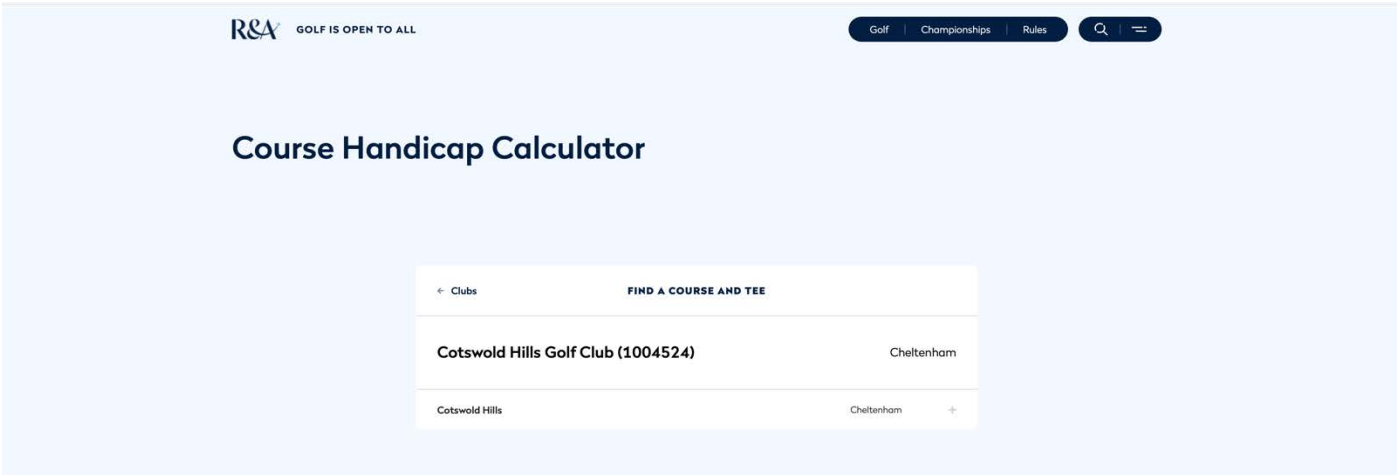
Z

Alexander Park Resort (1021091)	Ledbury, GB-GLS	→
Brickhampton Court Golf Complex (1002497)	Gloucester, GB-GLS	→
Bristol and Clifton Golf Club (1002608)	Bristol, GB-GLS	→
Broadway Golf Club (1002649)	Broadway, GB-GLS	→
Chipping Sodbury Golf Club (1003968)	Bristol, GB-GLS	→
Cirencester Golf Club (1004083)	Cirencester, GB-GLS	→
Cleeve Hill Golf Club (1004168)	Gloucestershire, GB-GLS	→
Cotswold Edge Golf Club (1004511)	Wotton-under-Edge, GB-GLS	→
Cotswold Hills Golf Club (1004524)	Cheltenham, GB-GLS	→
Dymock Grange Golf Club (1005554)	Dymock, GB-GLS	→

Load More +

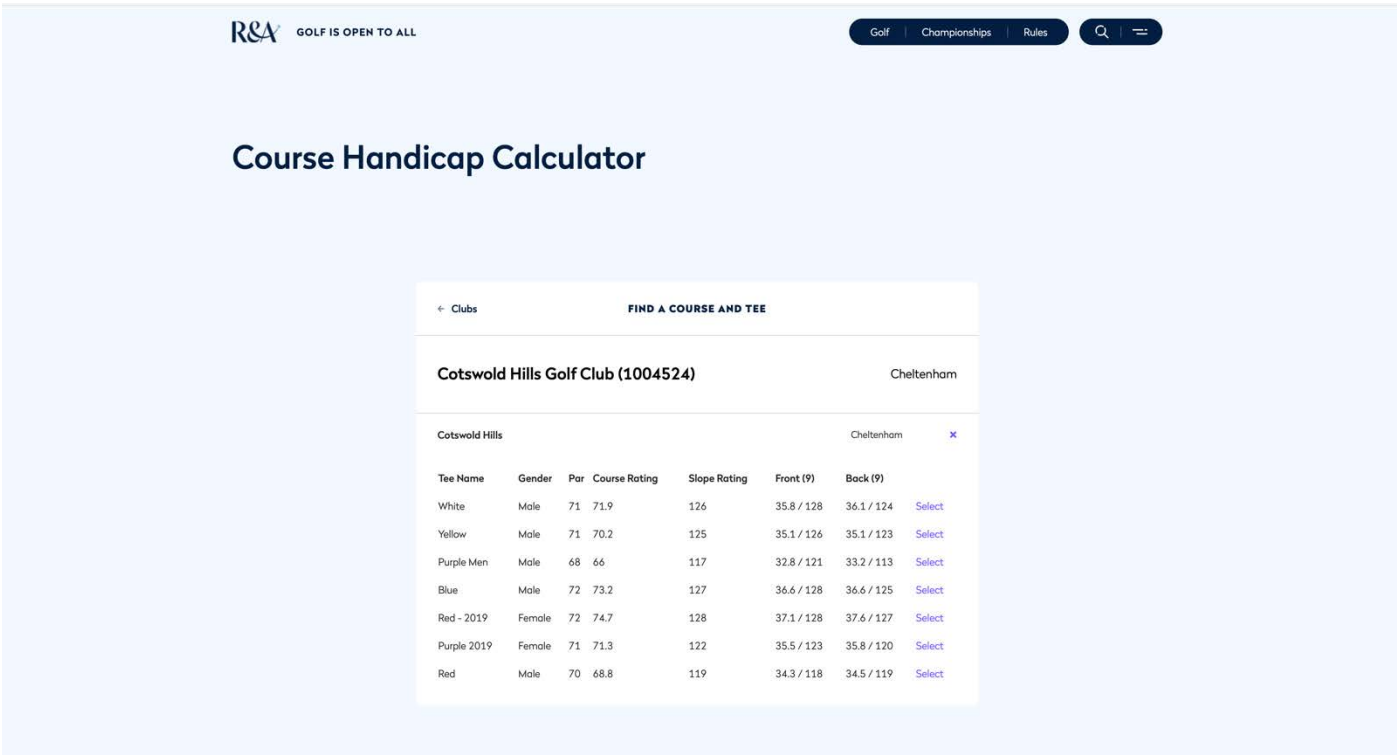
Step 4

- 1. The next menu will display the selected Club/Course your selection.



Step 5

- 1. Click on the Course name and the published Course and slope Rating information will display.



End

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How to Guide # 9 - How to review scores where you are the registered Marker.

Function available to active CGF Federated players.

In Guide #2, Step 3.2, you will see that when you have been registered as a marker for another player's score that you will be notified of the submission, this guide details that process:

Step 1.

1. Sign into your player area.
2. Firstly, you will see the current Home page display, the content on display will vary subject to the latest CGF updates.
3. Secondly, in the top right of screen you will see an envelope, and in this screenshot, there is a notification in red that you have a message.
4. To view the message check on the mail icon.

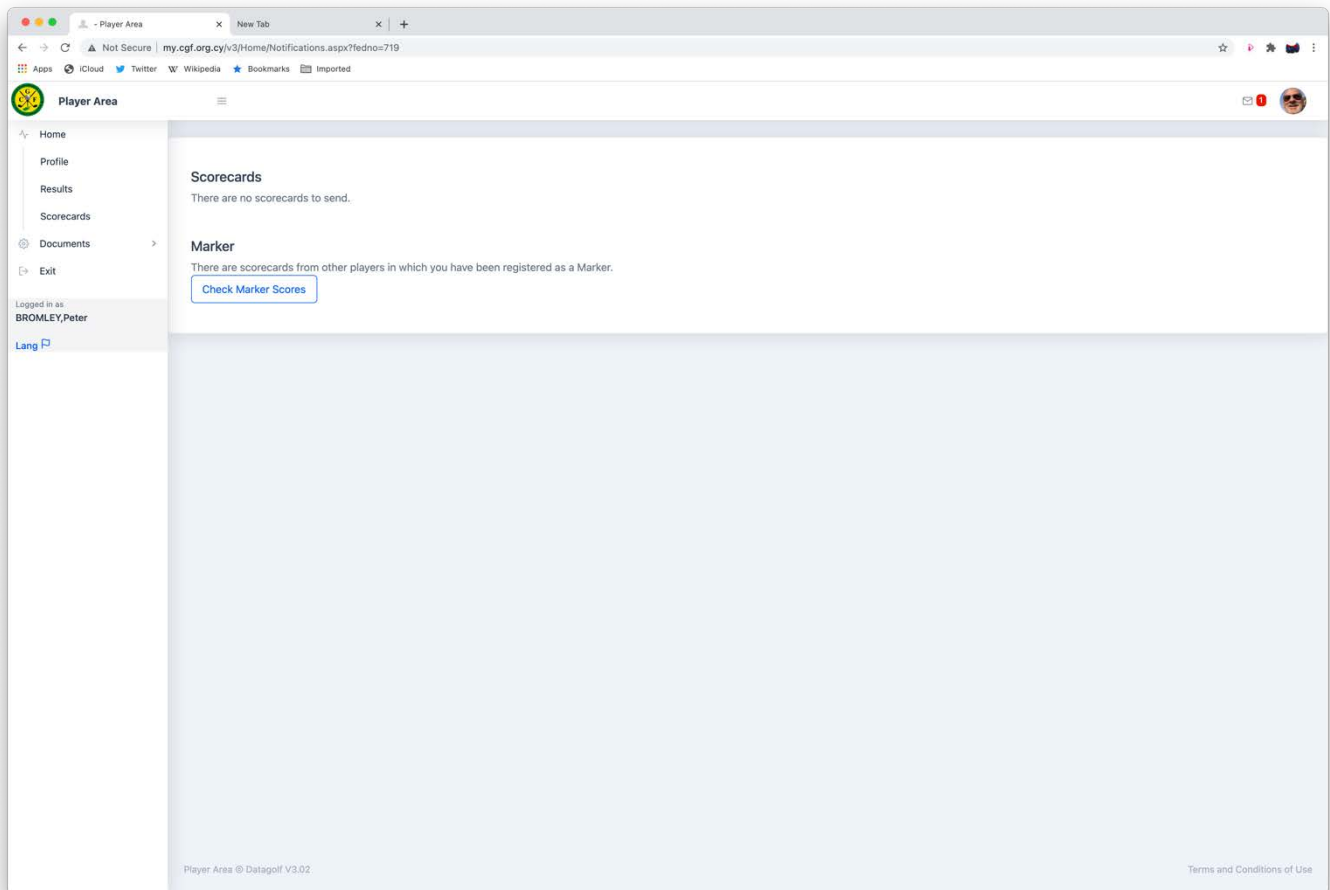
The screenshot shows a web browser window with the URL `my.cgf.org.cyl/v3/Default_Int.aspx`. The page is titled "Player Area" and features a sidebar with navigation links: Home, Profile, Results, Scorecards, Documents, and Exit. The user is logged in as "BROMLEY, Peter". The main content area is divided into two columns. The left column, titled "Last 3 scores", contains a table with the following data:

Date	Event	Score Diff
2020/12/21	EDS	23.2
2020/08/07	EDS	17.0
2020/08/03	EDS	18.7

The right column, titled "Last 20 scores", contains a line graph showing a fluctuating score over 20 events. Below the graph is a news article titled "DRYSDALE INSPIRED BY WESTWOOD AHEAD OF QATAR MASTERS RETURN" by David Drysdale, dated 17 hours ago. The article mentions that Drysdale is taking inspiration from Lee Westwood. At the bottom of the page, there is a footer with "Player Area © Datalog V3.02" and a link to "Terms and Conditions of Use".

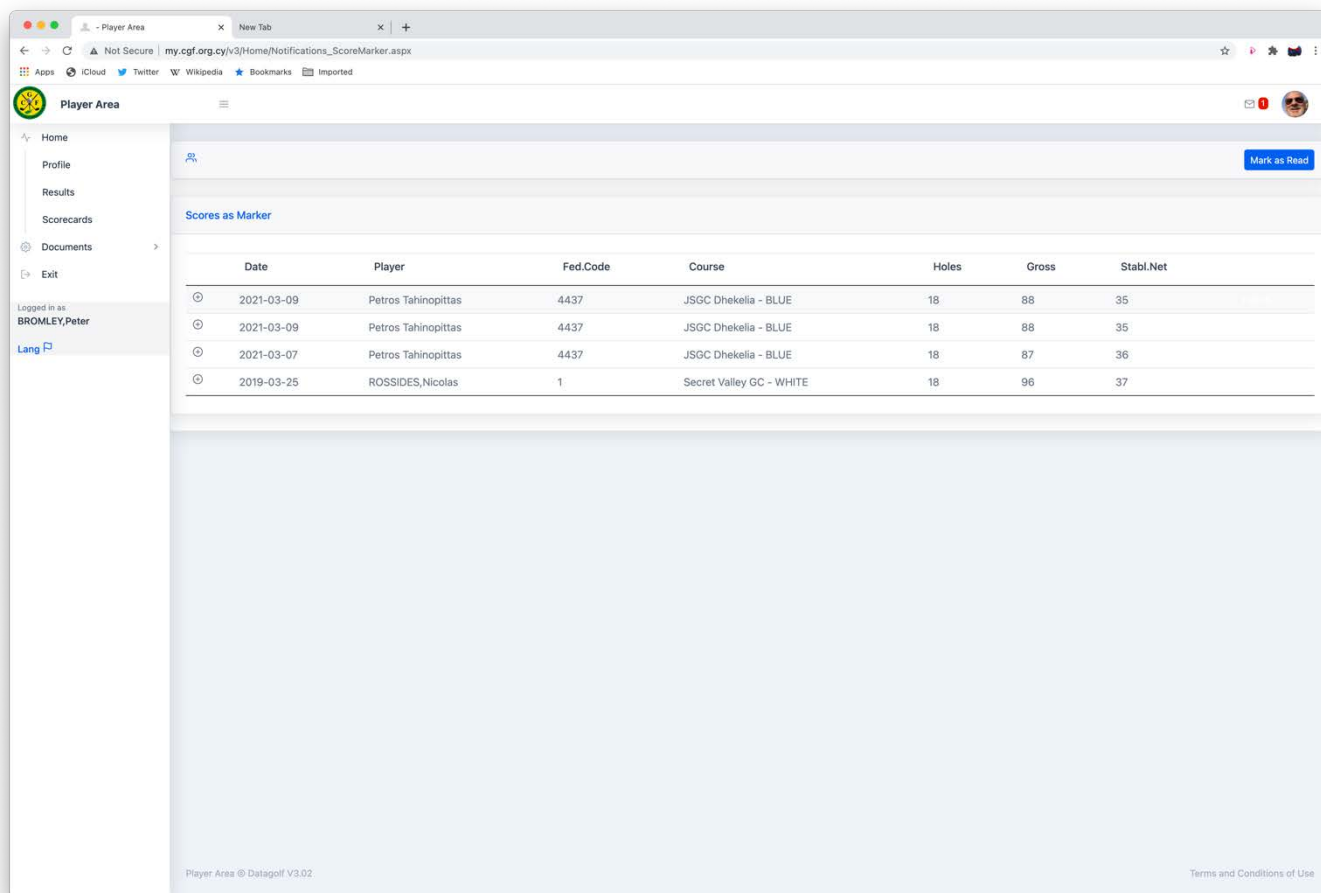
Step 2.

1. The display now shows the following
 - a. Scorecards
 - i. There are no scorecards to send.
 - b. Marker
 - i. There are scorecards from other players in which you have been registered as a marker.
2. Select - Check Marker Scores.



Step 3.

1. The display now shows scorecards where you have been registered as the marker.
2. To review a scorecard, check on the line entry applicable.



The screenshot shows a web browser window with the address bar displaying "my.cgf.org.cy/v3/Home/Notifications_ScoreMarker.aspx". The page title is "Player Area". On the left, there is a sidebar menu with options: Home, Profile, Results, Scorecards, Documents, and Exit. Below the menu, it says "Logged in as BROMLEY, Peter" and "Lang". The main content area has a "Mark as Read" button in the top right. Below it, the section is titled "Scores as Marker". A table displays the following data:

	Date	Player	Fed.Code	Course	Holes	Gross	Stabl.Net
⊖	2021-03-09	Petros Tahinopittas	4437	JSGC Dhekelia - BLUE	18	88	35
⊖	2021-03-09	Petros Tahinopittas	4437	JSGC Dhekelia - BLUE	18	88	35
⊖	2021-03-07	Petros Tahinopittas	4437	JSGC Dhekelia - BLUE	18	87	36
⊖	2019-03-25	ROSSIDES, Nicolas	1	Secret Valley GC - WHITE	18	96	37

At the bottom left of the page, it says "Player Area © Datagolf V3.02". At the bottom right, it says "Terms and Conditions of Use".

Step 4

1. Selecting a line entry will then display the player's hole by hole scores that they submitted, and which have been used in the score differential calculation towards their HI.
2. Selecting each individual line entry and the Mark as Read button will clear a notification.

The screenshot shows a web browser window with the URL `my.cgf.org.cy/v3/Home/Notifications_ScoreMarker.aspx`. The page is titled "Player Area" and shows a sidebar with navigation links: Home, Profile, Results, Scorecards, Documents, and Exit. The main content area is titled "Scores as Marker" and displays a table of scores. The table has columns: Date, Player, Fed.Code, Course, Holes, Gross, and Stabl.Net. The table contains three entries for Petros Tahinopittas and one entry for ROSSIDES, Nicolas. Below the table, there is a detailed view of the first entry, showing hole-by-hole scores for holes 1 through 18. The gross score is 88, and the stable net score is 35. A "Mark as Read" button is visible in the top right corner of the main content area.

Date	Player	Fed.Code	Course	Holes	Gross	Stabl.Net
2021-03-09	Petros Tahinopittas	4437	JSGC Dhekelia - BLUE	18	88	35
2021-03-07	Petros Tahinopittas	4437	JSGC Dhekelia - BLUE	18	87	36
2019-03-25	ROSSIDES, Nicolas	1	Secret Valley GC - WHITE	18	96	37

Holes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Gross	4	6	4	5	4	5	5	5	4	6	6	5	5	5	5	5	5	4

Step 5

1. If any of the scores do NOT appear to be correct you must contact the player concerned for clarification.
2. If the hole-by-hole entries are indeed incorrect then contact your Club Admin who might need to take action to rectify the mistake.

End

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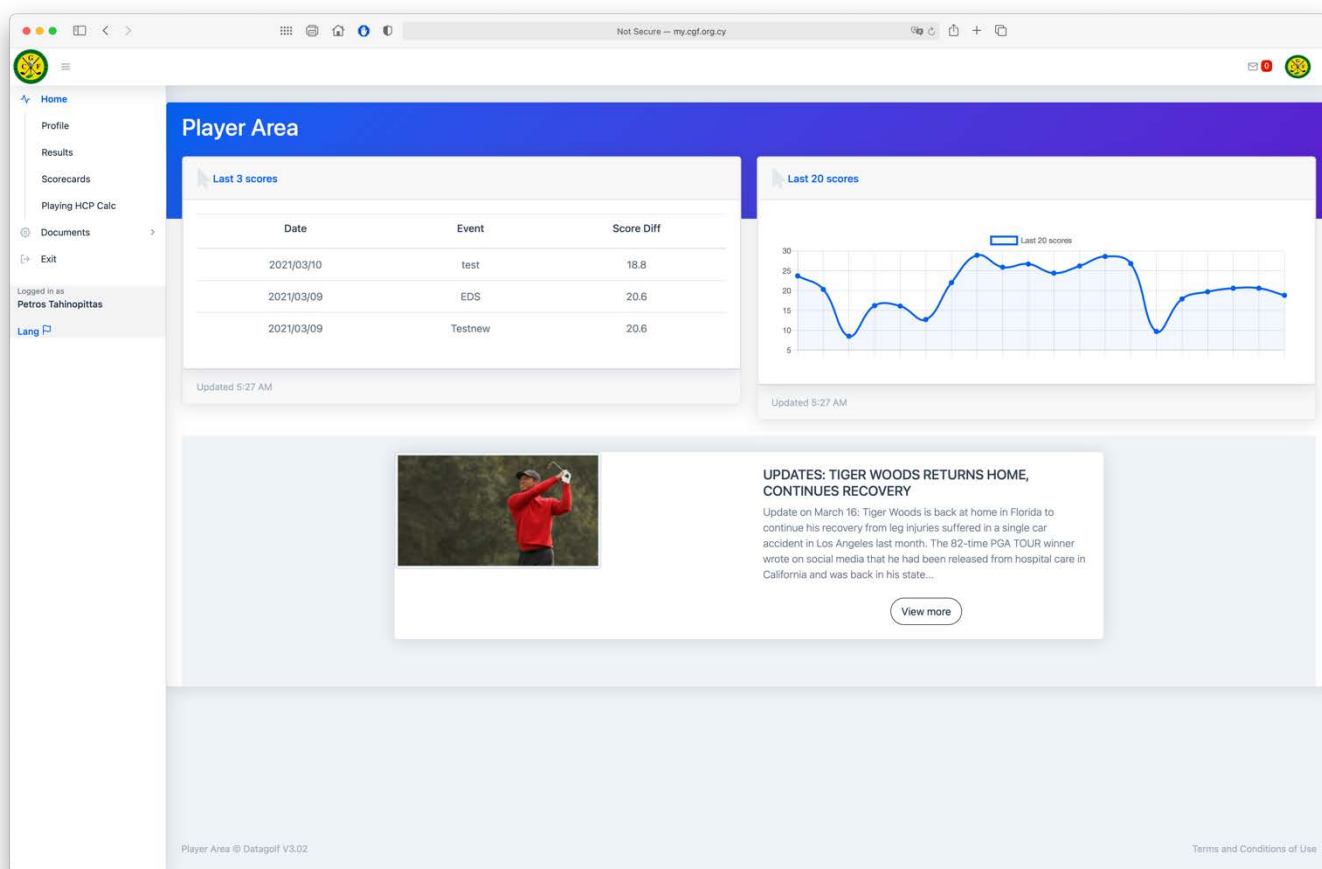
How to Guide # 10 - How to use the course playing handicap calculator.

Function available to all active CGF Federated players.

The course playing handicap calculator is in accordance with the full WHS Technical Specifications. It calculates playing allowances which are rounded at the last step of the process. This ensures that all rounding's of the playing handicap calculation take place as the last step of the calculation process.

Step 1

1. Sign in to the MyCGF portal.
2. From the left-hand side of the home screen display select - Playing HCP Calc.



Step 2

1. The default calculator will display.
2. You now have two methods to select the handicap applicable for the tee set you intend to play from.
3. Method 1-the CGF affiliate courses are all pre-loaded and this is the simplest method to use.
4. Method 2-permits you to conduct a manual calculation.

The screenshot shows a web browser window with the URL "Not Secure - my.cgf.org.cy". The page title is "COURSE AND PLAYING HANDICAP CALCULATION". The left sidebar contains a menu with the following items: Home, Profile, Results, Scorecards, Playing HCP Calc, Documents, and Exit. The user is logged in as "Petros Tahinopittas". The main content area displays the calculation form. At the top right of the form is the DataGolf logo. The form includes the following fields and tables:

HCP: 18 Gender: M

Course: Manual

	18-Hole	Front 9	Back 9
PAR	72	36	36
Course Rating	72	36.0	36.0
Slope	113	113	113

Calculate Clear

Course HCP

Playing HCP (95%)

Playing HCP (90%)

Playing HCP (85%)



Playing HCP (75%)

Player Area © Datagolf V3.02

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Step 3

1. Method one - To use the default calculator.
2. HCP this will automatically display your current HI and Gender.
3. Select Manual and a drop-down menu of the available tee sets by course for your gender will display.
4. In this example we have selected Secret Valley GC – WHITE tees.
5. Select Calculate and the stroke allowances for the corresponding percentage allowance will display.
6. The course HCP row displays the full 100% allowance and in this example that is 18.



[Home](#)
[Profile](#)
[Results](#)
[Scorecards](#)
[Playing HCP Calc](#)
[Documents](#) >
[Exit](#)

Logged in as
Petros Tahinopittas
[Lang](#)



COURSE AND PLAYING HANDICAP CALCULATION

HCP: 18Gender: M

Course: Secret Valley GC - WHITE

	18-Hole	Front 9	Back 9
PAR	71	36	35
Course Rating	68.9	34.8	34.1
Slope	134	137	131

CalculateClear

Course HCP	18	9	9
Playing HCP (95%)	17	9	9
Playing HCP (90%)	16	8	8
Playing HCP (85%)	15	8	8
Playing HCP (75%)	14	7	7

Player Area © Datagolf V3.02

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Step 4

1. If you wish to use Method two, to see how many strokes you would receive from a non CGF affiliate course and you have the Par, Course Rating and Slope Rating details, then you can overwrite the calculator entries.
2. In this example we have manually adjusted the following fields to those of our desired course tee set, as follows
 - a. Adjust HCP from our own HI of 18 to our example HCP of 4.3
 - b. We wish to play 18 holes and so under the 18-Hole column, we
 - i. Adjust Par from default 72 to Par 74
 - ii. Adjust Course Rating from default 72 to 73.9
 - iii. Adjust Slope from default 113 to 137
 - iv. Select Calculate and the Course HCP and recommended handicap allowance displays.
 - c. These are notional examples only and do not refer to any specific course.

COURSE AND PLAYING HANDICAP CALCULATION

HCP: 4.3 Gender: M

Course: Manual

	18-Hole	Front 9	Back 9
PAR	74	36	36
Course Rating	73.9	36.0	36.0
Slope	137	113	113

Calculate Clear

Course HCP	5	2	2
Playing HCP (95%)	5	2	2
Playing HCP (90%)	5	2	2
Playing HCP (85%)	4	2	2
Playing HCP (75%)	4	2	2

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Now exit the calculator by selecting one of the fields on the left-hand side of the screen.
All settings will return to default.

End

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