

## IMPORTANT NOTICE TO ALL MEMBERS

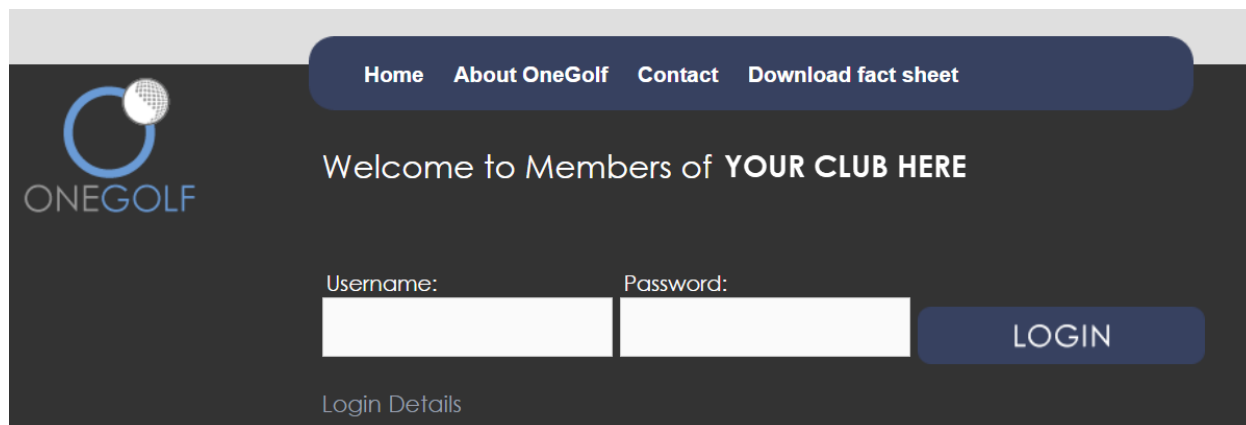
There are over 180 clubs across Australia using the **MiClub** OneGolf system and that number is constantly growing.

Click the below link to login to this system for golf bookings, managing your personal details etc.

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

### LOGGING ON:

Your username is your Hume Vets Golf Club membership number and your new password is now your birth day and month (e.g. "0705" for 7 May). If this fails, please try 0101. Once logged on you may change your password. Please update your password after logging on for the first time.



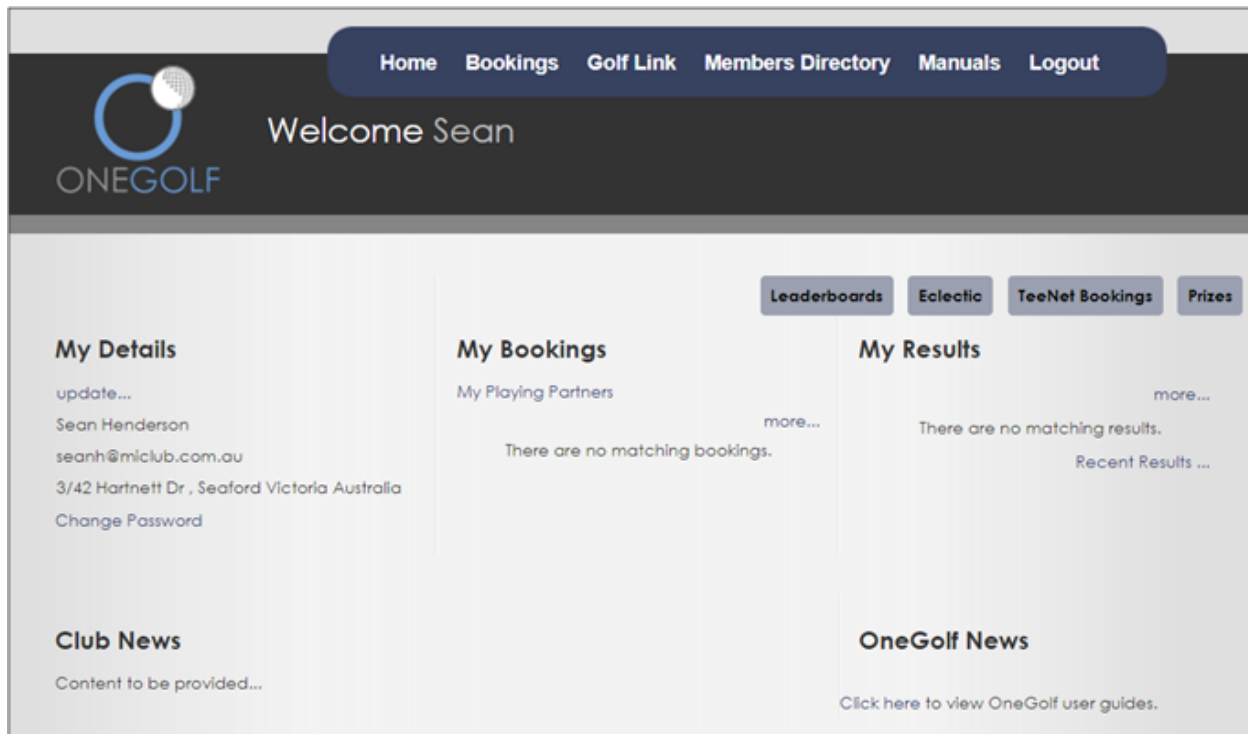
The screenshot shows the OneGolf login interface. At the top left is the OneGolf logo. A dark blue navigation bar contains links for Home, About OneGolf, Contact, and Download fact sheet. Below the navigation bar, the text reads "Welcome to Members of YOUR CLUB HERE". There are two input fields: "Username:" and "Password:". To the right of the password field is a dark blue "LOGIN" button. At the bottom left of the login area, there is a link for "Login Details".

### IF YOU HAVE TROUBLE LOGGING ON?

Please contact one of the club administrators ASAP.

## MEMBERS PAGE:

Once logged onto the site you will be taken to your own personal welcome page. On this page you can see such things as My Details, My Bookings and My Results.

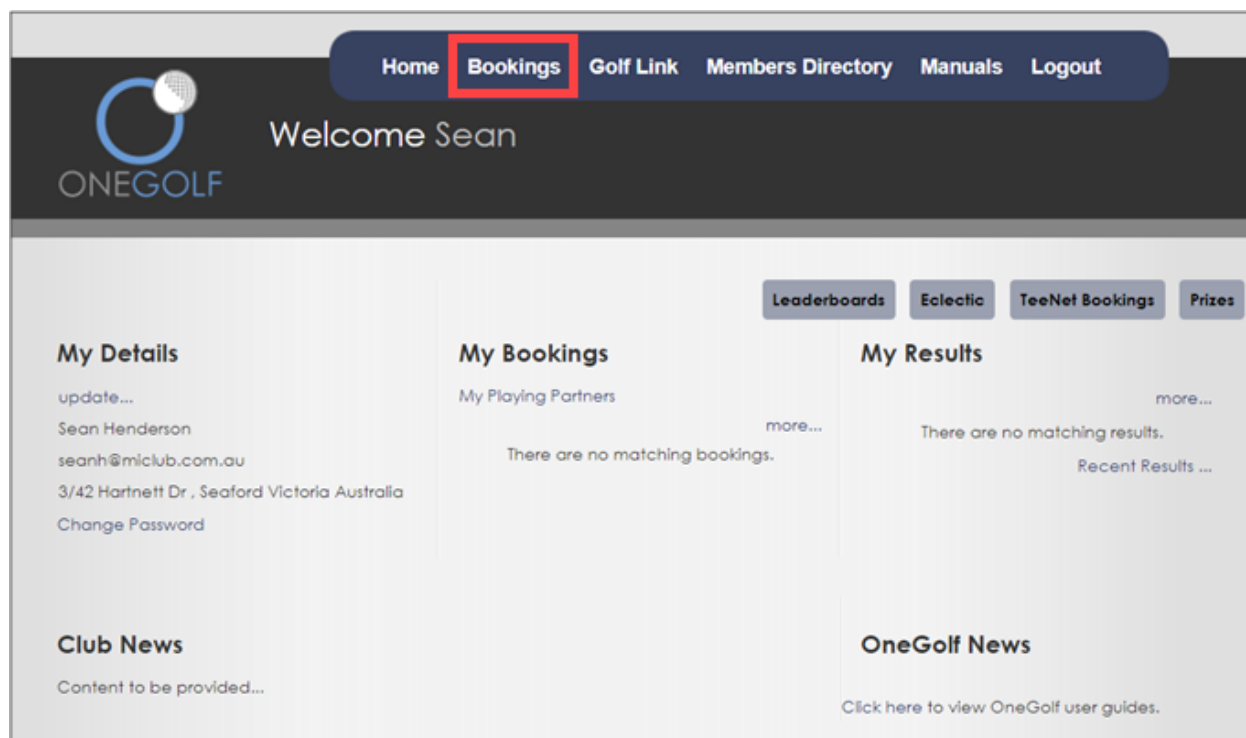


The screenshot shows a member's personal welcome page. At the top, there is a navigation bar with links for Home, Bookings, Golf Link, Members Directory, Manuals, and Logout. The page features the ONEGOLF logo and a personalized greeting: "Welcome Sean". Below the navigation bar, there are several sections: "My Details" with user information (Sean Henderson, seanh@miclub.com.au, 3/42 Hartnett Dr, Seaford Victoria Australia) and a "Change Password" link; "My Bookings" showing "My Playing Partners" and a message "There are no matching bookings."; "My Results" showing "There are no matching results." and a "Recent Results ..." link. There are also buttons for "Leaderboards", "Eclectic", "TeeNet Bookings", and "Prizes". At the bottom, there are sections for "Club News" (Content to be provided...) and "OneGolf News" with a link to "Click here to view OneGolf user guides."




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.

## HOW TO MAKE A BOOKING:

Once logged in navigate to the Timesheets area by clicking on “Bookings” in the main menu.



Select “Open” on the event.

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

07:00 am 1st Tee Test	BOOK GROUP	<b>BOOK ME</b>	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 click 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 fill into the player 1 cell. Use the “Find Player” search boxes to find the other players.

If you would like to book a visitor, you can add their GolfLink number into the below “Add Guest” section and click “Search”. If the GolfLink number is valid, it will populate the players details for you. If you do not know your visitors GolfLink number, you can manually type their details in and click “+Add”.

Once all players are added click “Confirm Booking”.

### Booking for PRACTICE BOOKING TIMESHEET

1st Tee Test 07:08

Seconds remaining until reservation terminates **178**

Player 1

✖ Henderson, Sean (5.8)

Player 2

Player 3

Player 4

GolfLink Number

First Name  Surname

Gender Male  Home Club Select Club

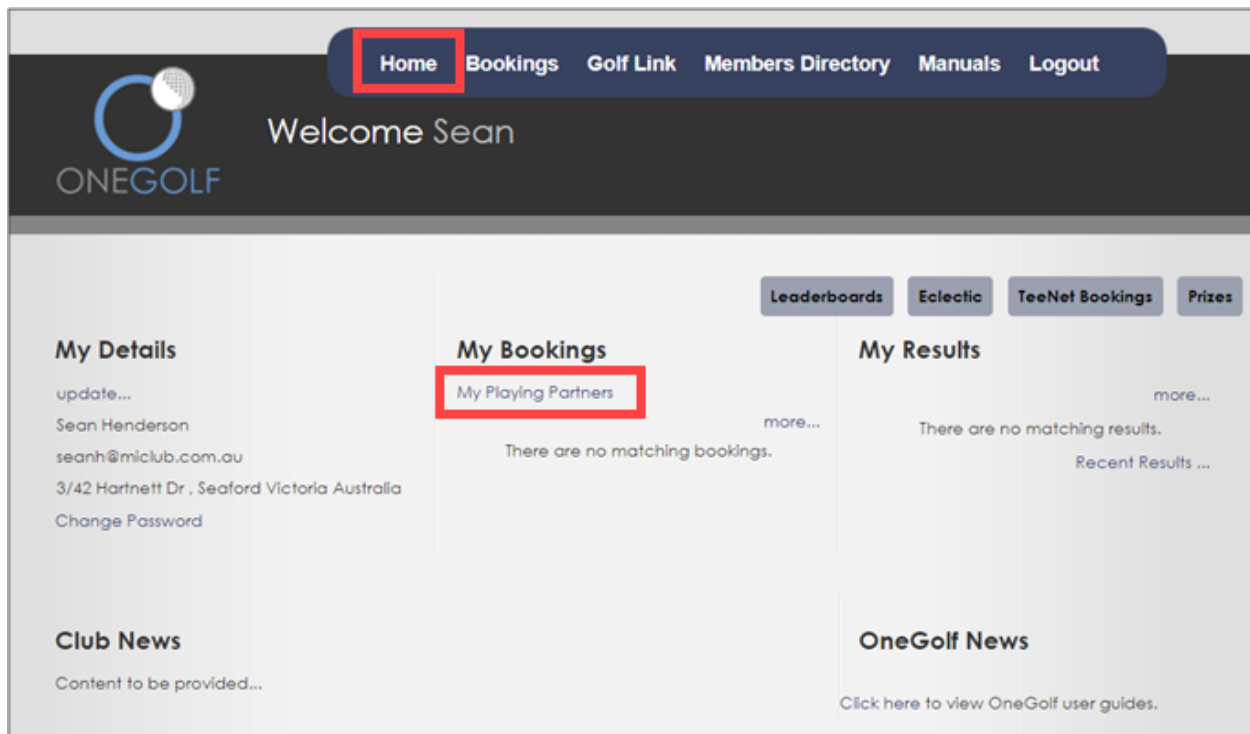
GA Handicap

Your booking will now appear in the timesheet. (the red **x** is for canceling your booking and the blue box is to put an event in your email calendar)

07:00 am 1st Tee Test	BOOK GROUP				
07:08 am 1st Tee Test	BOOK GROUP	Henderson, Sean <b>x</b> 	Casanelia, Benjamin <b>x</b> 		
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".



The screenshot shows the ONEGOLF user interface. At the top, a navigation bar contains 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'. The main content area is divided into several sections: 'My Details' (with an 'update...' link and user information for Sean Henderson), 'My Bookings' (with a 'My Playing Partners' link highlighted in a red box and a 'more...' link), and 'My Results' (with a 'more...' link). There are also sections for 'Club News' and 'OneGolf News'.

Type your playing partners name(s) into the “Find Partner” fields. You can add/remove players out of your default group by clicking the red **x**.

Back

## Default Playing Group

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  

Sean Henderson

Partner  

✕
Benjamin Casanelia

Partner  

Find Partner

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.

### Would You Like To Book Your Playing Partners?

✕

👤
Henderson, Sean

👤
Casanelia , Benjamin

Yes

No

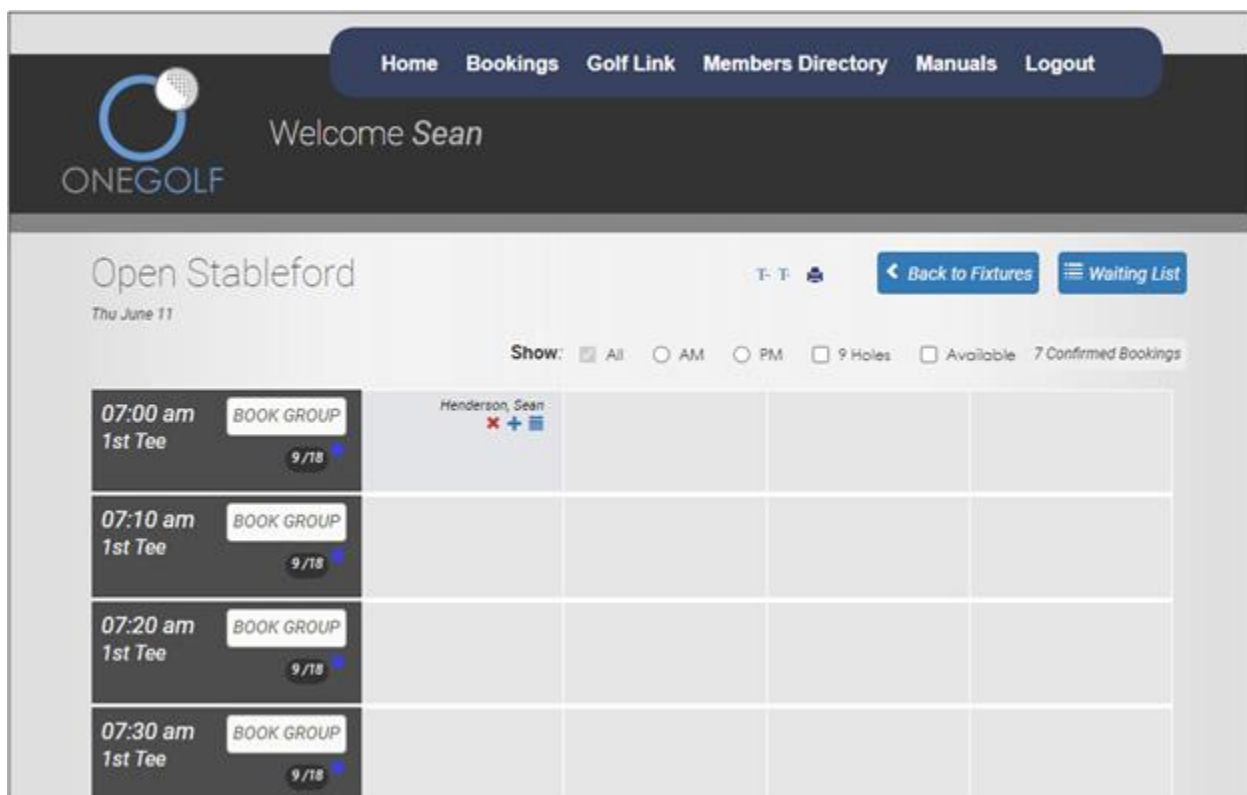
## MAKING CART BOOKINGS IN MICLUB TIMESHEETS

To indicate use of a cart, you need to first have made a booking into a timesheet.

### NOTES:

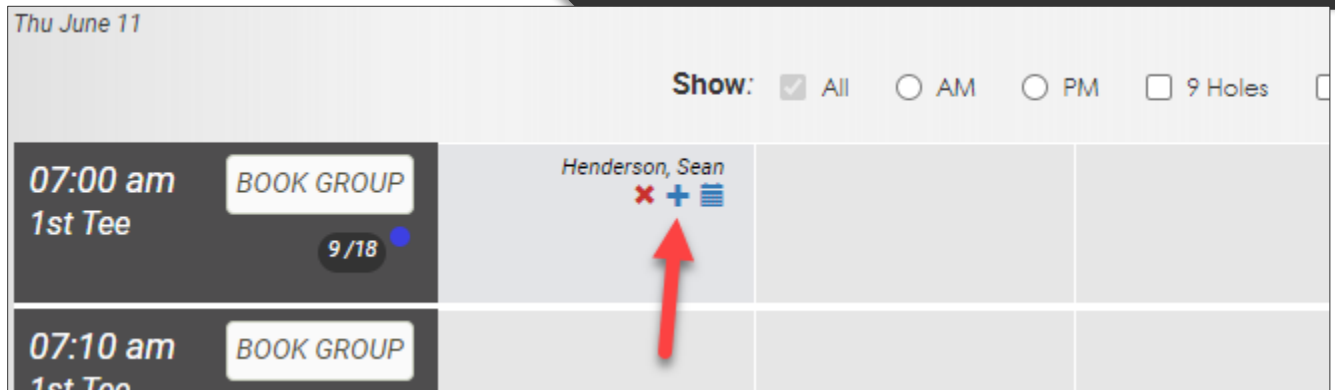
- (1) For Hume Veterans' events this functionality is used to advise Event Coordinators that you have either booked a cart with the club we are playing at or you are using your own personal cart. This will assist starters in the allocation of tees for the event.
- (2) Using the guide below you will find that when you click on the cart icon, you will be given two choices:
  - a. Hire Cart booked directly with venue
  - b. Personal Cart

Choose the appropriate cart using the process below (Note that this process is a standard process for a golf club and does not mention the two cart options above, you will only get those options when you log onto the Hume Vets system).

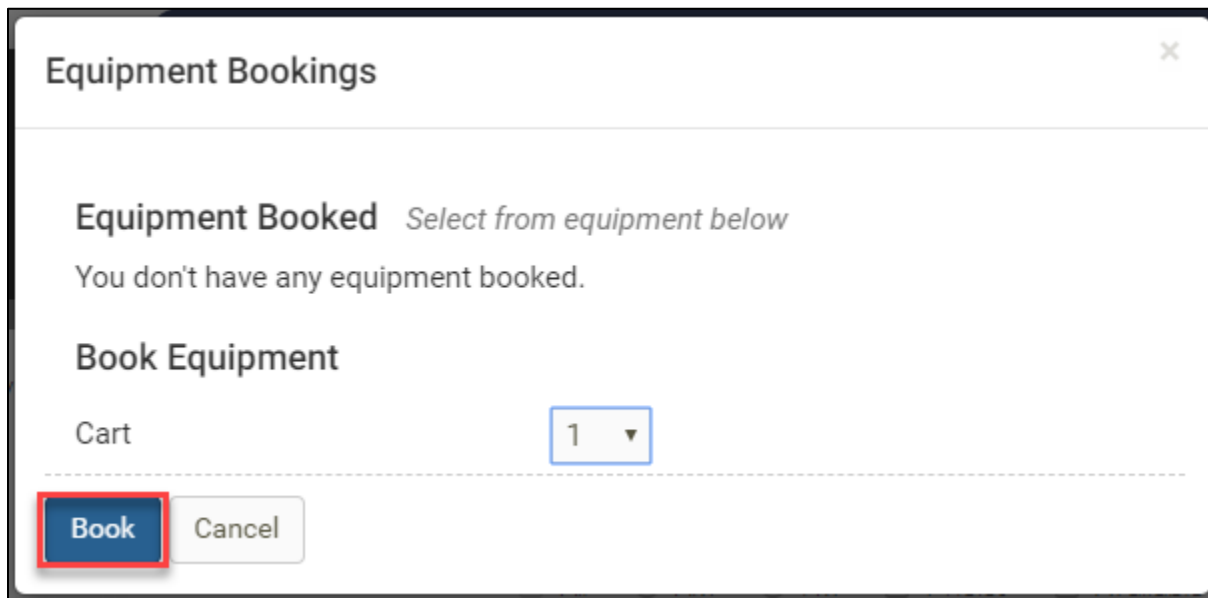


The screenshot shows the ONEGOLF MICLUB interface. At the top, there is a navigation bar with links: Home, Bookings, Golf Link, Members Directory, Manuals, and Logout. Below this, the user is greeted with 'Welcome Sean'. The main content area is titled 'Open Stableford' for 'Thu June 11'. There are buttons for 'Back to Fixtures' and 'Waiting List'. A filter section shows 'Show: All AM PM 9 Holes Available 7 Confirmed Bookings'. The main grid displays tee times from 07:00 am to 07:30 am on the 1st Tee. Each row has a 'BOOK GROUP' button and a '9/18' indicator. The name 'Henderson, Sean' is visible with a blue plus icon next to it.

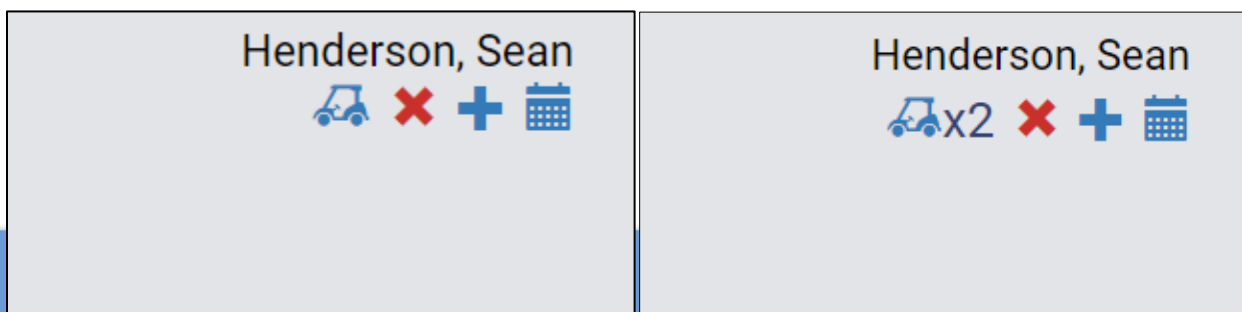
Once you have booked in you will have a blue  icon appear near your name, click on this icon to hire a golf cart.



A window will pop up on your screen, select the number of carts you would like to book and confirm the booking by clicking “Book”.



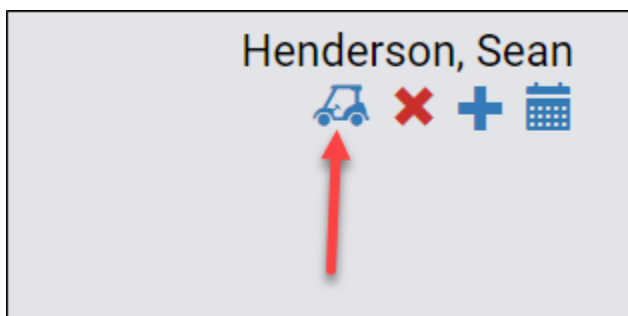
You have now booked a cart and a cart icon is displayed next to your booking.




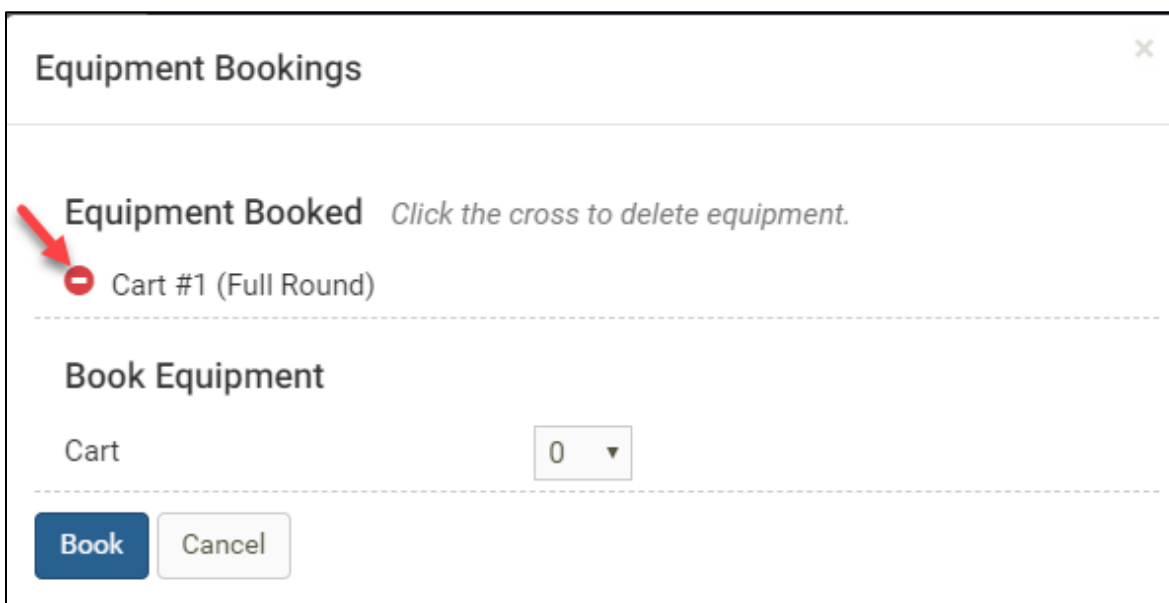


**Please remove all cart bookings if you no longer require them**

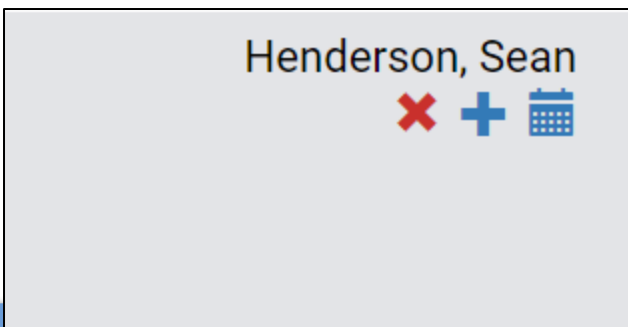
To delete your cart booking(s) click on the cart icon.



Click the  icon to remove the cart(s) you have booked.

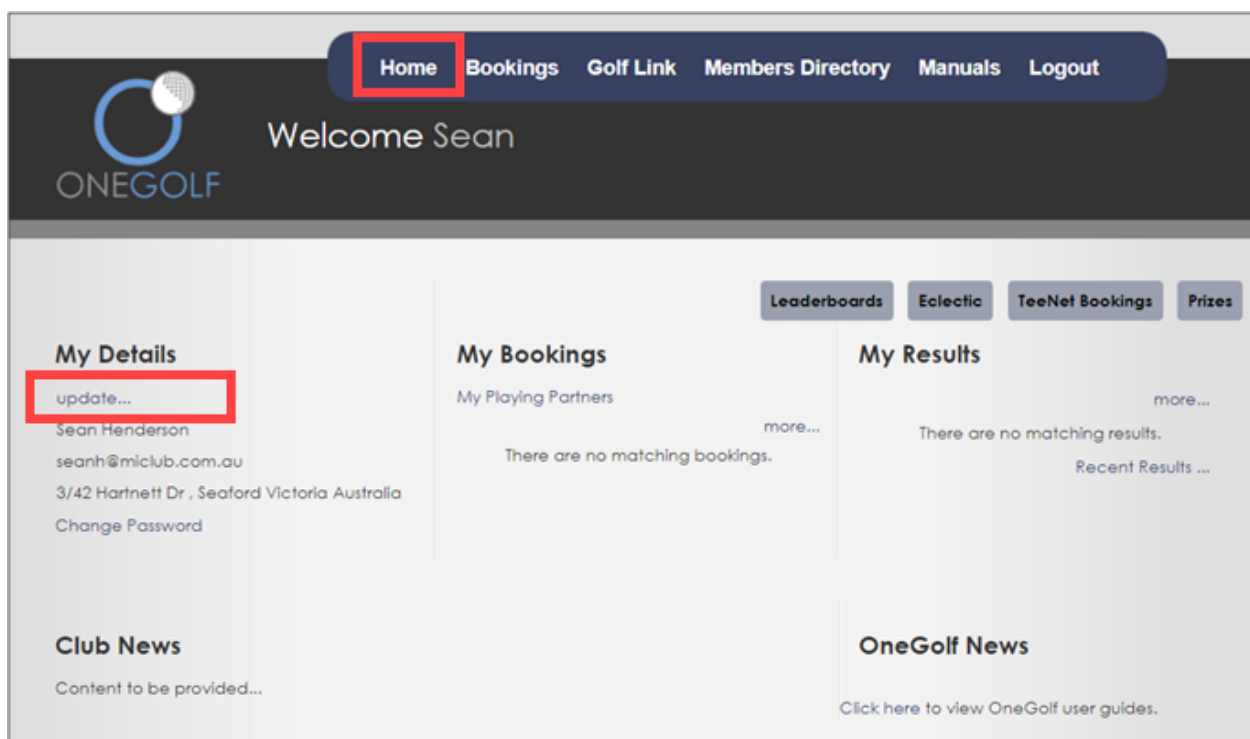


The cart icon has been removed; you no longer have any cart bookings.



## UPDATING YOUR PERSONAL DETAILS

To edit your personal details, click “Update” under My details.



The screenshot shows the OneGolf member portal interface. At the top, there is a navigation bar with links: 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'. The main content area is divided into several sections: 'My Details', 'My Bookings', 'My Results', 'Club News', and 'OneGolf News'. In the 'My Details' section, the 'update...' link is highlighted with a red box. The 'My Bookings' section shows 'My Playing Partners' and 'There are no matching bookings.' The 'My Results' section shows 'There are no matching results.' and 'Recent Results ...'. The 'Club News' section shows 'Content to be provided...'. The 'OneGolf News' section shows 'Click here to view OneGolf user guides.'

Please update any details that may be incorrect. To update your address, mobile phone number etc. click “Contact Details”.

Update Cancel Back **contact details** profile pic

### General Details

Title: Mr

Post Title:

First Name: Sean

Middle Name:

Last Name: Henderson

Preferred Name: Sean

Birth Date: 1 July 2020

Gender: Male

Using the tabs across the top of your window navigate through and update details where required and click "Save & Exit" at the bottom.

Edit Contacts

Home Address Postal Address Work Address Telephone & Email

Address Line 1: 3/42 Hartnett Dr  Preferred

Address Line 2:   Private

Address Line 3:

Address Line 4:

Suburb: Seaford

Postcode: 3198

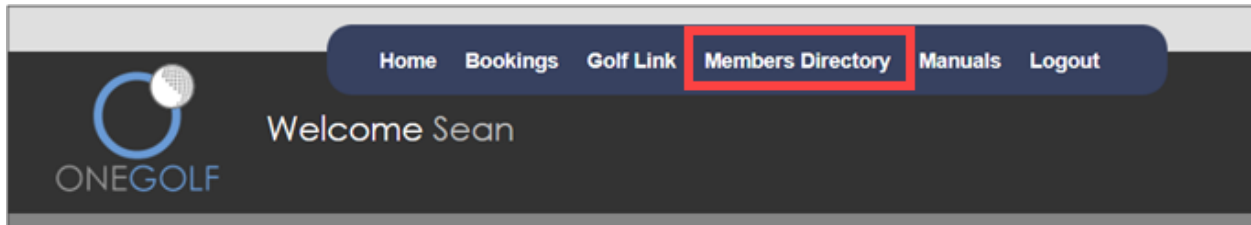
State: Victoria

Country: Australia

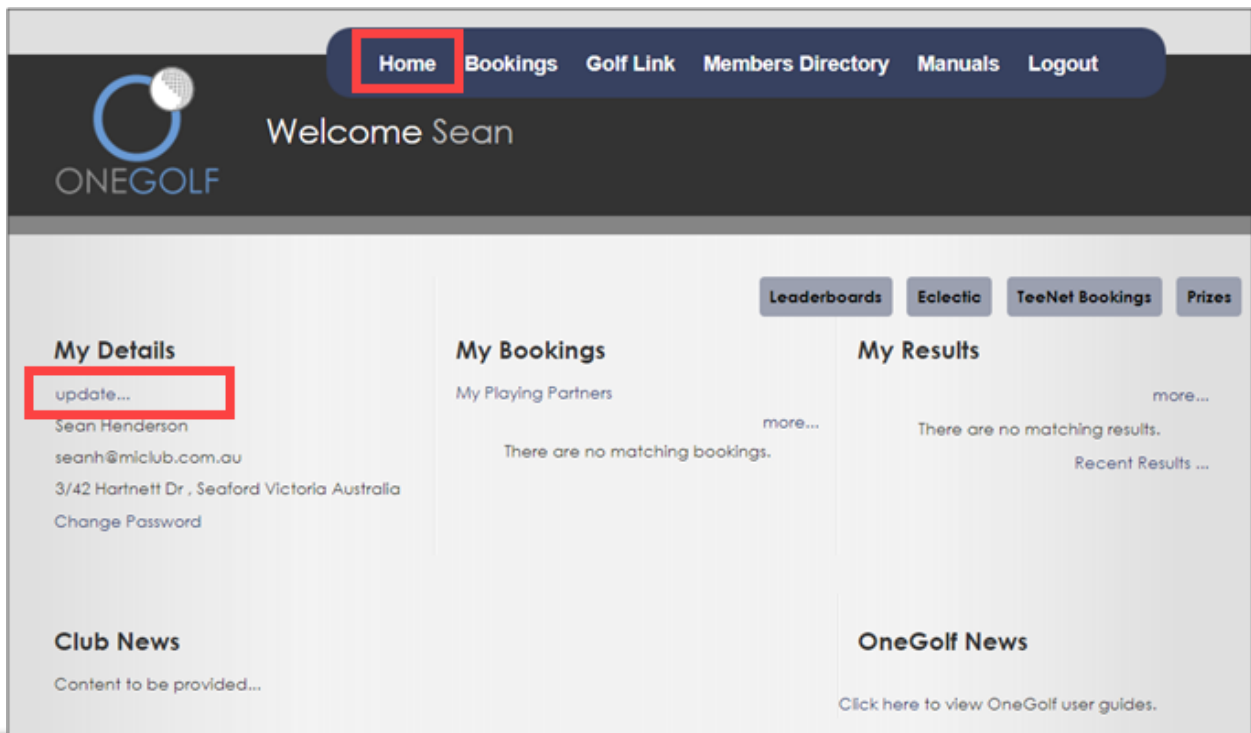
Save & Exit

## SHOWING YOUR CONTACT DETAILS IN THE MEMBERS DIRECTORY FOR OTHER MEMBERS TO SEE.

In your top navigation menu of your page there is “Members Directory”, this will show all members of your club and their contact details if they have chosen to display them.



To manage your details that show in the members directory click “Update” under My Details.



Click “Contact Details”.

Update Cancel Back **contact details** profile pic

### General Details

Title:


Post Title:


First Name:

Middle Name:

Last Name:

Preferred Name:

Birth Date:  

Gender:  

To **show** a detail in the member directory **untick** “Private”.

To **hide** a detail from the members directory **tick** “Private”.

Once you have made the changes click “Save & Exit”.

**Edit Contacts**

Home Address Postal Address Work Address **Telephone & Email**

Home Telephone:	<input type="text" value="0894445300"/>	<input checked="" type="radio"/> Preferred	<input type="checkbox"/> Private
Work Telephone:	<input type="text"/>	<input type="radio"/> Preferred	<input checked="" type="checkbox"/> Private
Mobile Telephone:	<input type="text"/>	<input type="radio"/> Preferred	<input checked="" type="checkbox"/> Private
Fax Telephone:	<input type="text"/>		<input checked="" type="checkbox"/> Private
Emergency Telephone:	<input type="text"/>		<input type="checkbox"/> Private
Home Email:	<input type="text" value="seanh@miclub.com.au"/>	<input checked="" type="radio"/> Preferred	<input checked="" type="checkbox"/> Private
Work Email:	<input type="text"/>	<input type="radio"/> Preferred	<input type="checkbox"/> Private

**Save & Exit**