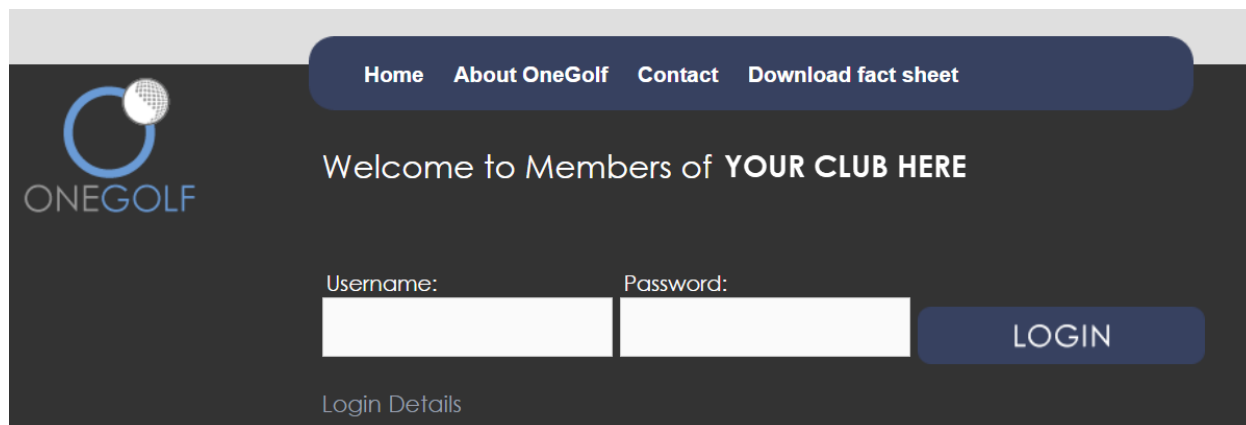# IMPORTANT NOTICE TO ALL MEMBERS

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.
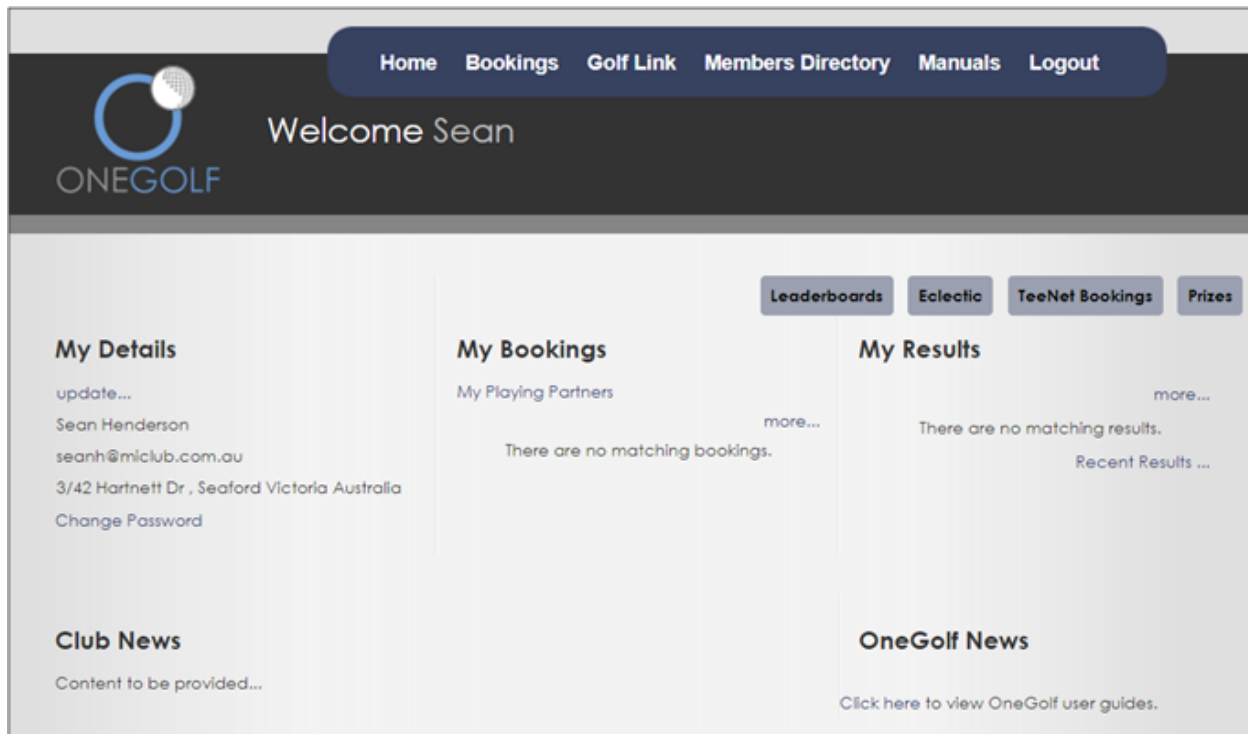

IF YOU HAVE TROUBLE LOGGING ON?
Please contact one of the club administrators ASAP.

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.
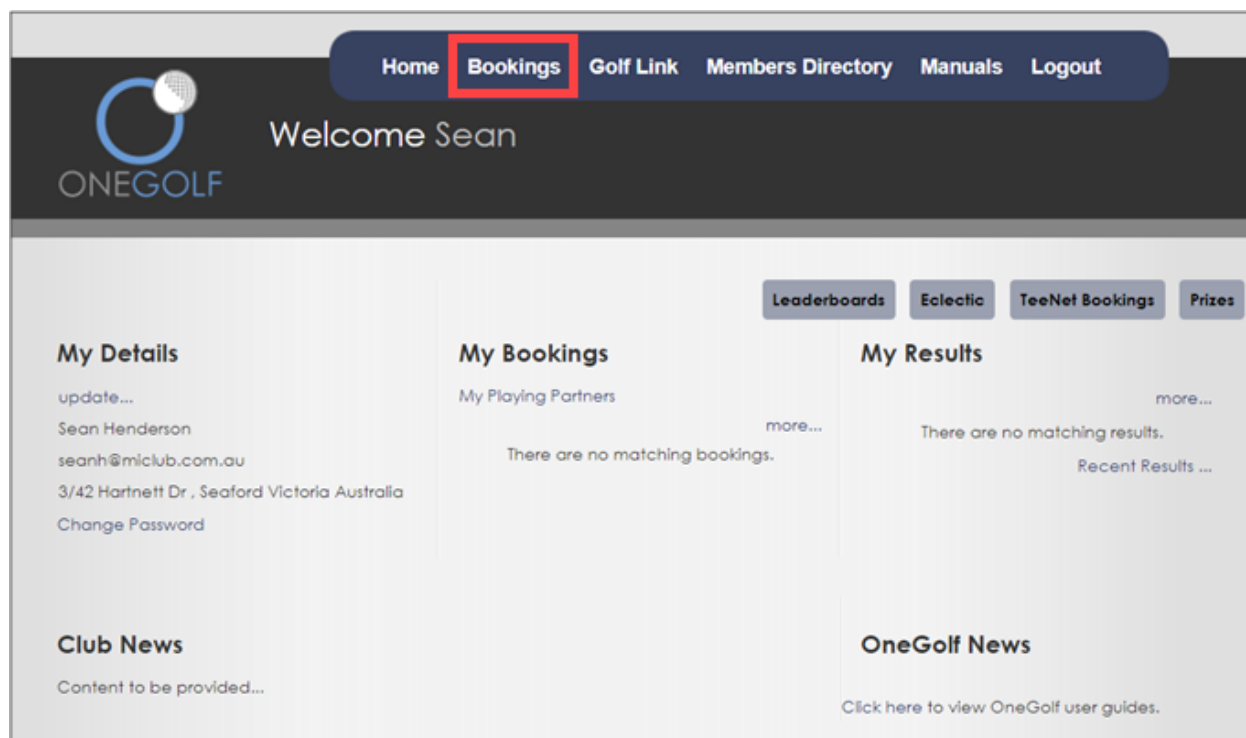

Timesheets exist for every competition and social day, please be sure to book, to avoid disappointment. Any course closures and or syllabus changes will be updated on the website.

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.

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

BOOKING A GROUP:

To book a group click the "Book Group" button, highlighted below.

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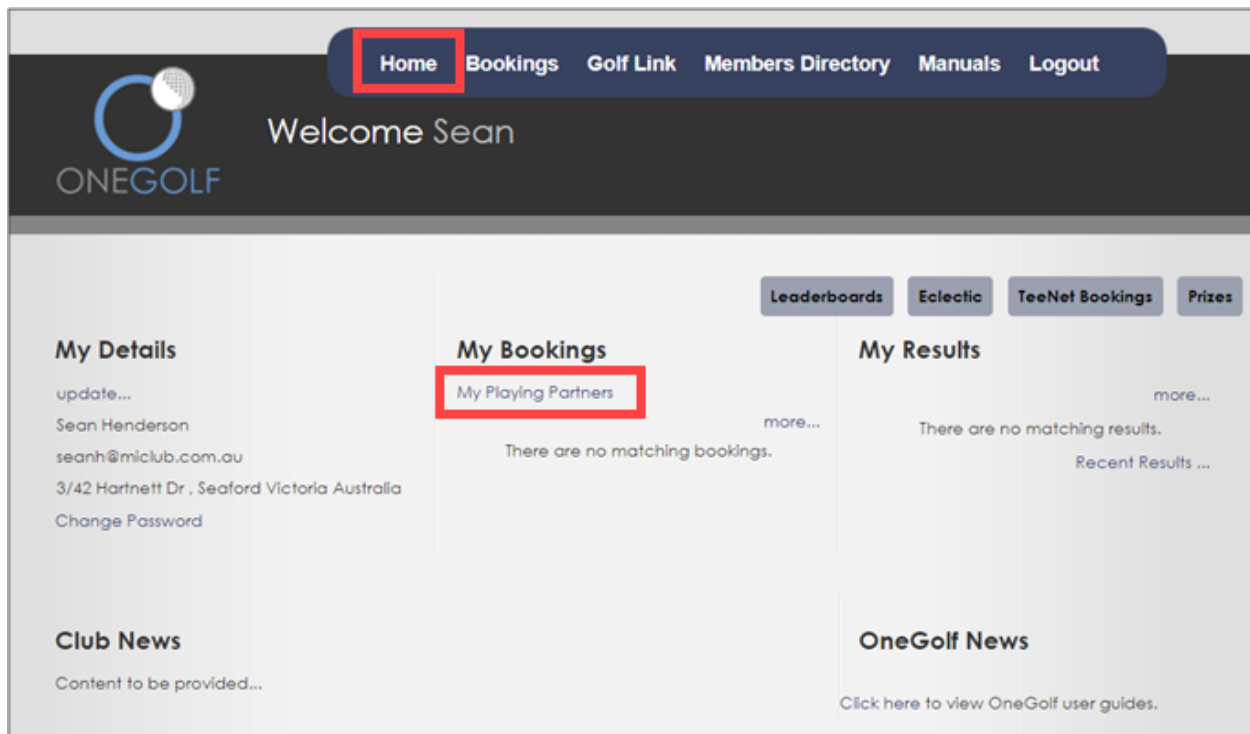
Your booking will now appear in the timesheet. (the red **x** is for canceling your booking and the blue box is to put an event in your email calendar)

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".

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.**

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.
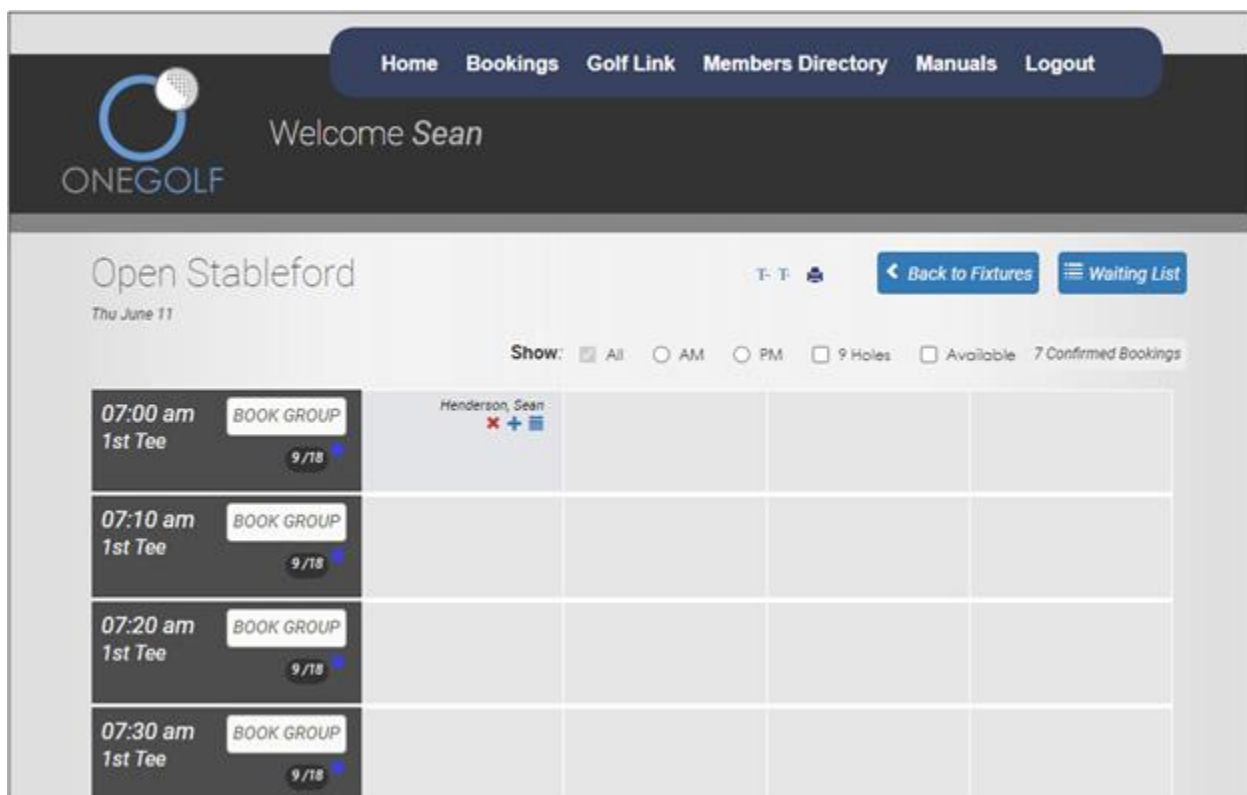
MAKING CART BOOKINGS IN MICLUB TIMESHEETS

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).
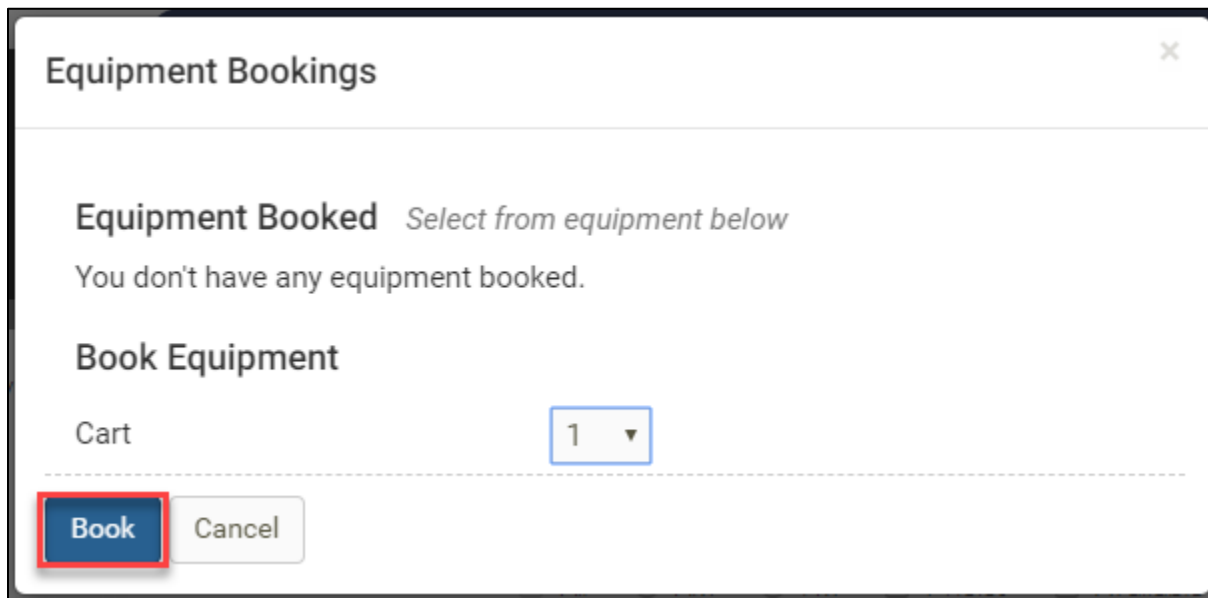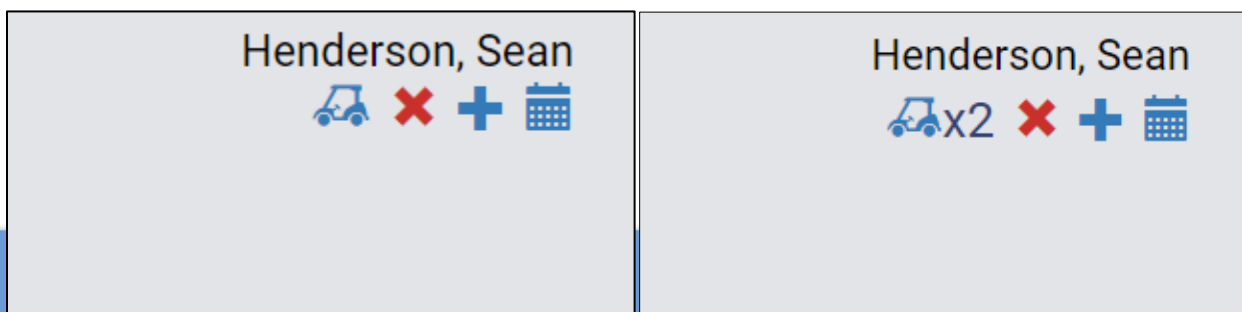

Once you have booked in you will have a blue **+** icon appear near your name, click on this icon to hire a golf cart.
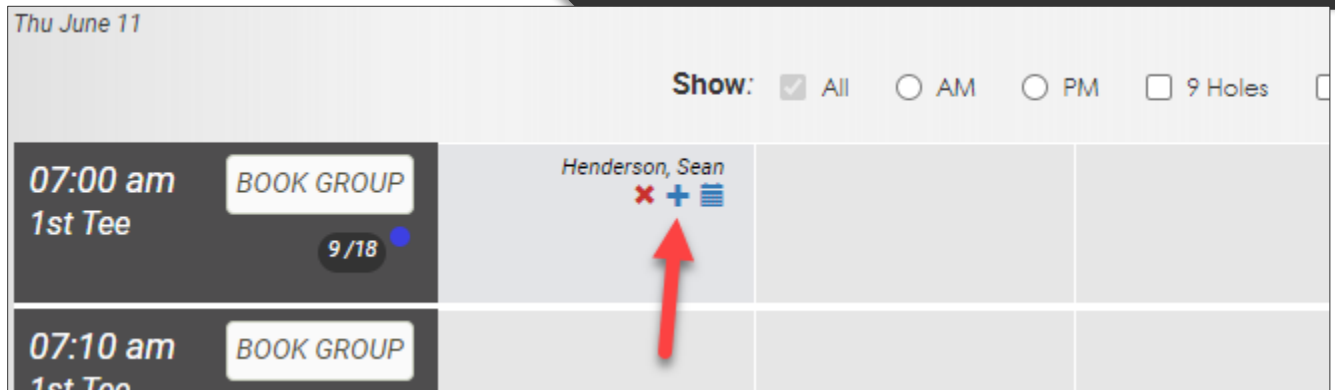
A window will pop up on your screen, select the number of carts you would like to book and confirm the booking by clicking "Book".
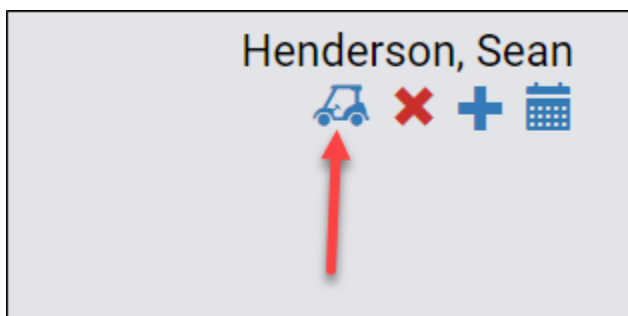

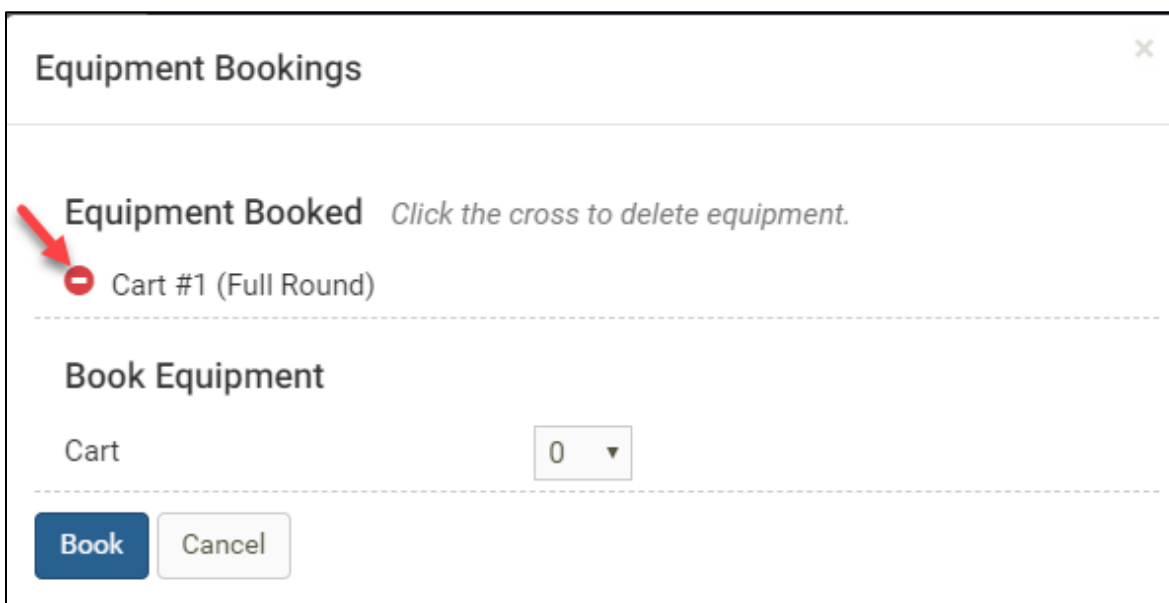You have now booked a cart and a cart icon is displayed next to your booking.

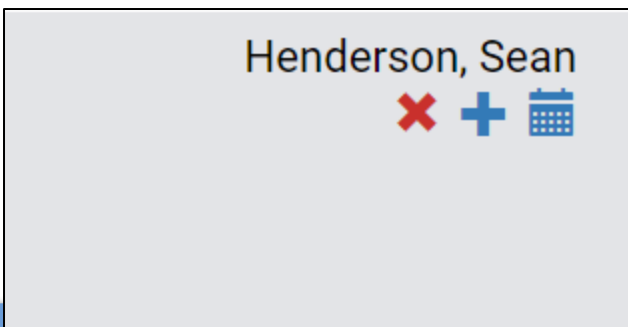**Please remove all cart bookings if you no longer require them**

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

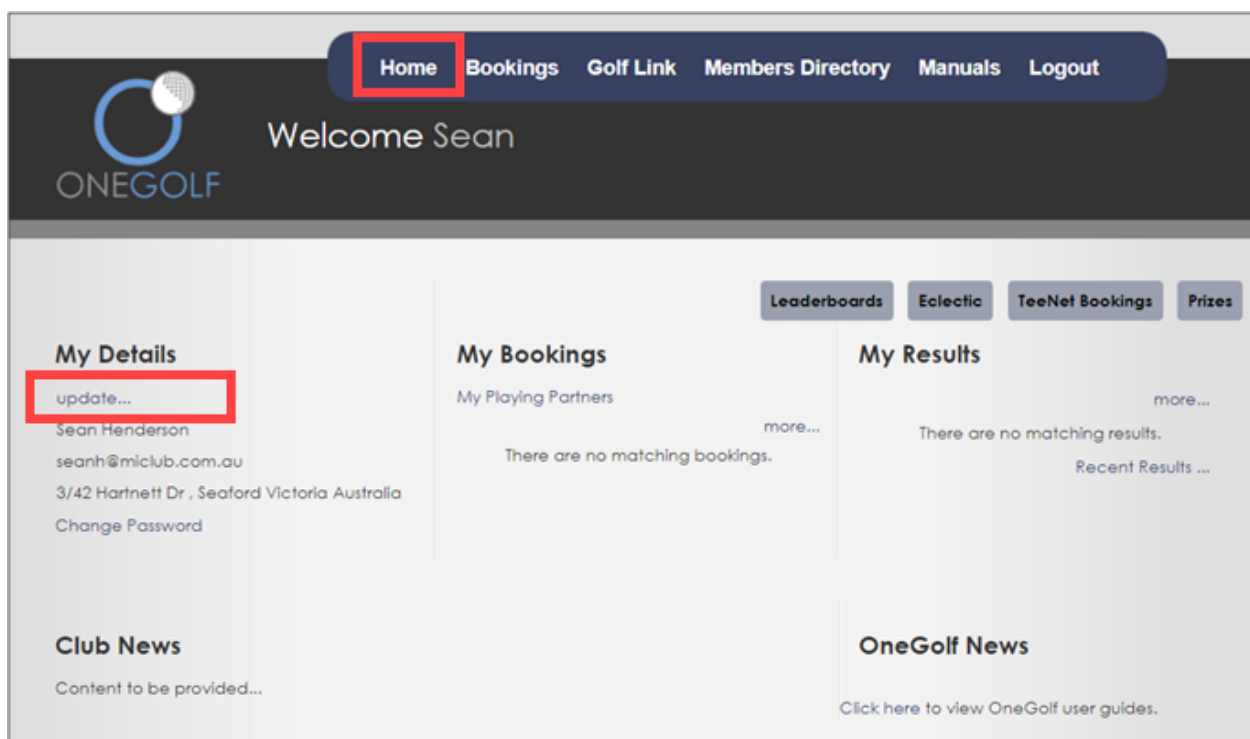Click the 🛑 icon to remove the cart(s) you have booked.

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.

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

Using the tabs across the top of your window navigate through and update details where required and click "Save & Exit" at the bottom.
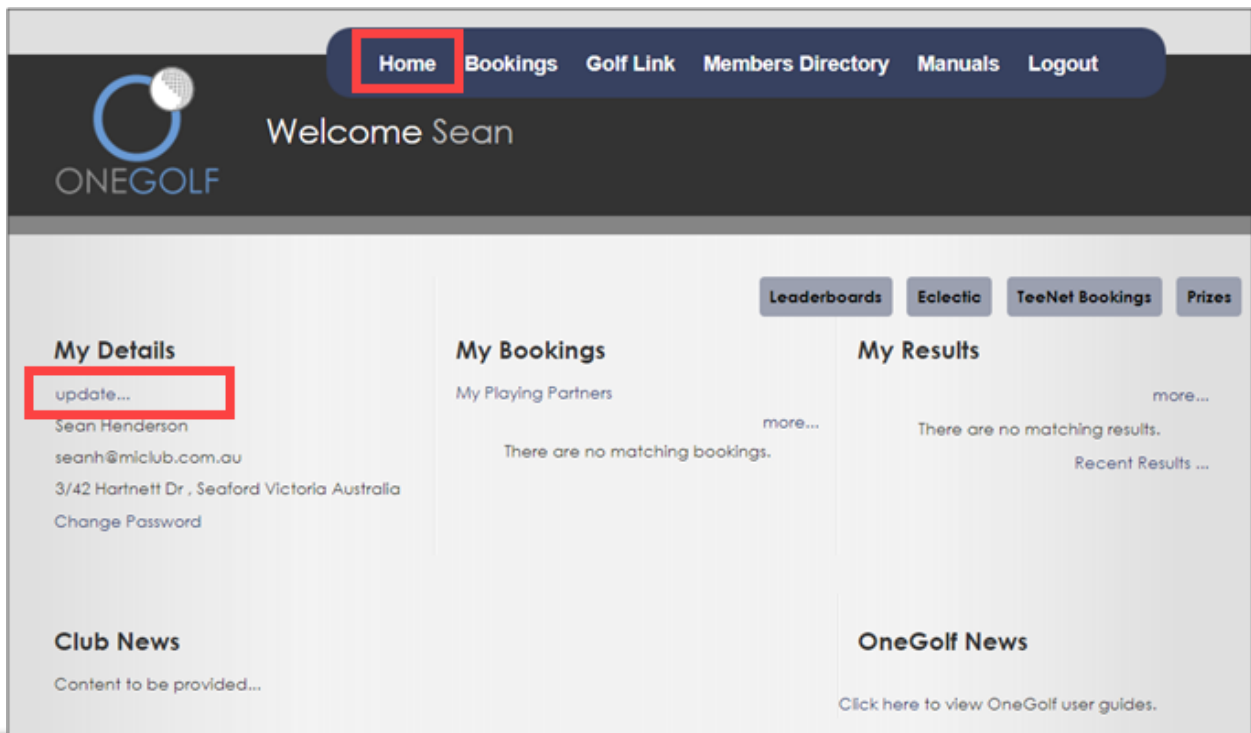
SHOWING YOUR CONTACT DETAILS IN THE MEMBERS DIRECTORY FOR OTHER MEMBERS TO SEE.

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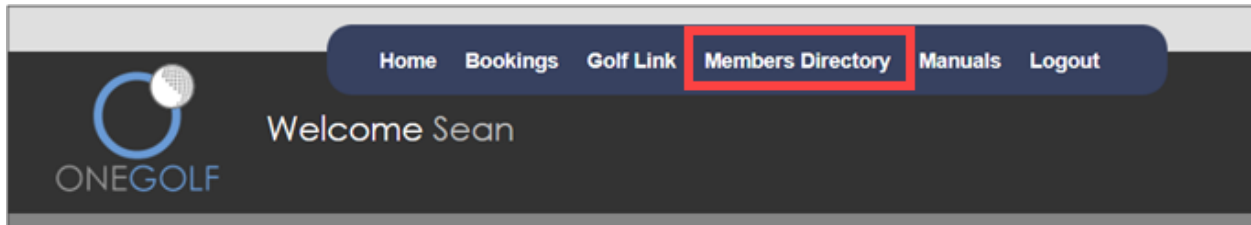
To manage your details that show in the members directory click "Update" under My Details.

Click "Contact Details".

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".