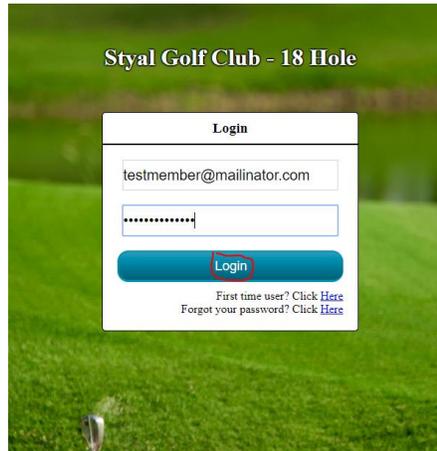
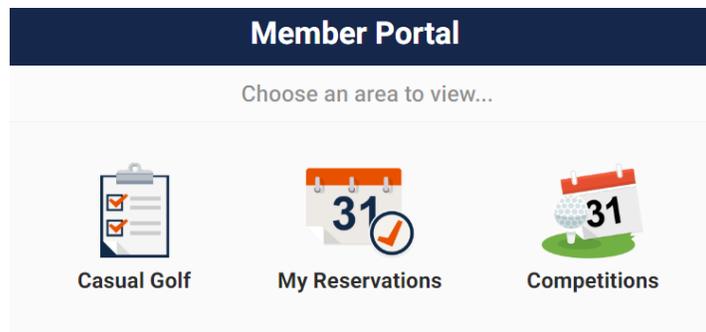


## EZTEE Member Portal – Using The Portal

- The first step to using the new member portal will be to login. Fill in your details (email address or member number + password) and hit the login button



- Once you have successfully logged in you will see a menu with three choices. The first is casual golf. This area allows you to make bookings into the tee sheet for yourself and other members. The second is “my reservations” which allows you to see all of your bookings made by yourself, another member, or the golf shop staff. The third is a list of all upcoming competitions at the club.



- To make a booking go to the Casual Golf button and click it. From there it will take you to a view of today’s time sheet. You can easily navigate to a different day by selecting from the calendar on the top of the page or by clicking the calendar and finding a day on the left side of the page.

Time	Tee	Player 1	Player 2	Player 3	Player 4
<b>SENIORS - COMPETITION</b>					
10:00	m	Booked	m	Booked	Booked
10:15	m	Booked	m	Booked	Booked
10:30	m	Booked	m	Booked	Booked
11:00	m	Booked	m	Booked	Booked
11:15	m	Booked	m	Booked	Booked
11:30	m	Booked	m	Booked	Booked
12:04	1				

- Once you have selected the date and open tee time that you would like you can now make a booking. To do so scroll over the desired time and click “actions” and “new reservation”. When you click that button you will see a dialog box appear on the right side of the screen that has your name at the top. In this dialog box you can also add another member or a guest to your booking. To do so simply click the + button by number of players and if it is a member you can search for the members name. If it is a guest you can leave it blank. Once you have everyone you need on your booking click the add button and your time will be added to the tee sheet.

- After that is complete you can go make another booking for a different day or exit back to the main screen to perform another action. If you look at the my reservations option from the main screen you will see your booking you just made. If you need to edit that reservation click the view reservation button and it will take you right to it.

- You can also look at the upcoming competitions at Styal. To do this from the main screen click the competitions button. If you see a competition you would like to sign up for simply give the golf shop a ring and they will add you to the time sheet.

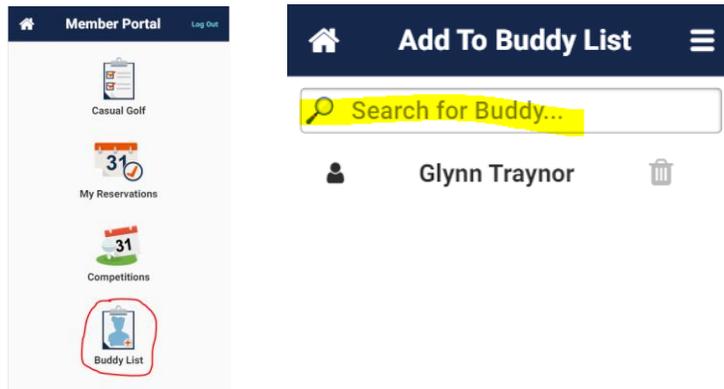
Competitions										
Date	Day of Week	Event Name	Event Format	Event Type	Start Time	End Time	Gender	Start Signup Date	End Signup Date	Guest Allowed
17/03/2020	Tuesday	Tuesday Seniors	NA	Member Competition	07:32	10:59	Both	17 Mar, 2020 14:00	17 Mar, 2020 14:00	Yes
19/03/2020	Thursday	Thursday Seniors	Seniors	Member Competition	07:30	11:20	Both	19 Mar, 2020 00:00	19 Mar, 2020 00:00	Yes
19/03/2020	Thursday	Thursday Ladies	Ladies	Member Competition	09:25	10:15	Both	19 Mar, 2020 00:00	19 Mar, 2020 00:00	Yes
21/03/2020	Saturday	Saturday Gents Competition	N/A	Member Competition	07:30	10:30	Male	21 Mar, 2020 00:00	21 Mar, 2020 00:00	No
24/03/2020	Tuesday	Tuesday Seniors	NA	Member Competition	07:32	10:59	Both	24 Mar, 2020 14:00	24 Mar, 2020 14:00	Yes
26/03/2020	Thursday	Thursday Seniors	Seniors	Member Competition	07:30	11:20	Both	26 Mar, 2020 00:00	26 Mar, 2020 00:00	Yes
26/03/2020	Thursday	Thursday Ladies	Ladies	Member Competition	09:25	10:15	Both	26 Mar, 2020 00:00	26 Mar, 2020 00:00	Yes
28/03/2020	Saturday	Saturday Gents Competition	N/A	Member Competition	07:30	10:30	Male	28 Mar, 2020 00:00	28 Mar, 2020 00:00	No
31/03/2020	Tuesday	Tuesday Seniors	NA	Member Competition	07:32	10:59	Both	31 Mar, 2020 14:00	31 Mar, 2020 14:00	Yes

## Additional Functions / Mobile Booking

- There are a few additional options available when creating a booking. If a facility has multiple courses you can easily navigate between them from the tee sheet. To do this click on casual bookings and at the top of the screen by the course name you will see a drop down arrow. Click that arrow and select the desired course. Once you are on your desired course you can follow the same booking process as mentioned above. If you make a booking on one of the other courses you will see that booking in the my reservations tab as well and can easily navigate to it.



- There is also a buddy list feature that is designed to make adding players to your booking easier when booking from mobile. To add players to your buddy list simply click the buddy list option when logged in via mobile and you can easily search and add players to it. From there you will be able to easily add them to a booking from your device. (see next step)



- To make a booking via mobile go to casual golf just like you would from a computer. From there you will see a different time sheet view that works well on hand held devices. Find the day and time you want and click book now. From there you will go into a booking screen. Once you have created your booking click save and it will be added to the time sheet.

Reservation

19 Mar, 2020 08:28

18 Holes 9 Holes

Player Type

Test Member 7 Day Platinum Buggy

Glynn Traynor 7 Day Platinum Buggy

+ Add Player

Buggies 0

Fees

Green Fee (Visitor): £8.33

Sub Total: £16.67

Total: £20.00

Cancel Save