

MHSA & High School Golf Using **Golf Genius**

Accessing Golf Genius:

All MHSA golf events which have been submitted to the MHSA will be located in golf genius.

Coaches and Administrator will have access to their event. If you have not received access to Golf Genius and your High School Event please contact the MHSA.

Submitting a team roster: All rosters should be submitted via the MSHA High School Golf Roster template. An emailed to the host coach or athletic director.

A couple of key factors to ensure easy uploading of your roster.

- Each column only has one field.
- GHIN- all players are encouraged to have a GHIN number & Montana State Golf Association membership. This will track the players scores over time and their handicap. This will offer assistance when doing pairings as well.
- Position: What position in your team will the player play.
- Graduating Year: An added feature to help spectators know the age of players.

A personal master roster of players will make copy and pasting into the official MSHA High School Roster Template quick and easy.

Host facilities will need to transfer all rosters into a single document for the event.

Uploading a roster:

The complete tournament roster is easiest to upload in a single excel file, with a single worksheet, and multiple columns.

	First Name	Last Name	GHIN	School	Position	Gender	Graduating Year
	Keegan	Campbell		Bigfork	1	F	2025
	Jocelyn	Holton		Bigfork	2	F	2025
	Morgan	Piazzola		Bigfork	3	F	2025
	Keni	Wade		Bigfork	4	F	2025
	Kaitlin	Ferris		Billings Central	1	F	2025
	Kiya	Ford		Billings Central	2	F	2025
	Jordan	Alfson		Billings Central	3	F	2025

This will allow for us to easily create boys and girls divisions along with quickly building our teams.

Once your file is prepared, Golfer Tab>Upload Roster from Spreadsheet

EVENT ROSTER STATS

Players	0
Registered	
Invited, Not Registered	
Not Invited	
No Email Address	

ROSTER MANAGEMENT

- Import Golfers from Master Roster / GHIN / Other
- Manually Add Golfers to Roster
- [Upload Roster from Spreadsheet](#)
- Download Roster to Spreadsheet

Building Divisions (Boys & Girls) & Teams: Golfers Tab > Event Divisions/Flights/Teams

EVENT ROSTER STATS

Players	111
Registered	0
Invited, Not Registered	0
Not Invited	0
No Email Address	111

- COMMUNICATION CENTER
- Manage Emails
 - Email Configuration
 - Manage Text Messages
 - Event Contact List ⓘ
 - Manage Surveys ⓘ

ROSTER MANAGEMENT

- Event Roster
- Import Golfers from Master Roster / GHIN / Other
- Manually Add Golfers to Roster
- Upload Roster from Spreadsheet
- Download Roster to Spreadsheet

DIVISION MANAGEMENT

- [Event Divisions / Flights / Teams](#)
- Print Divisions / Flights / Teams Report

Add Divisions: Use a custom field >> Gender

Add New Divisions

Add new division manually
 Copy division ⓘ

AUTOMATICALLY CREATE DIVISIONS

Using a custom field ⓘ
 By age and gender ⓘ
 By Handicap Index ⓘ
 By Playing Handicap™ ⓘ
 By Course used in Pairings ⓘ

Choose custom field

Gender ▼

This will create Boys & Girls Divisions. Choose Edit Name to rename the Divisions.

☰ F Division

54 golfers in this division | **0 Team Lists** containing **0 Teams** | **0 Team Flights** | **0 Groups** | **0 Golfer Flights**

[Edit Membership](#)
[Manage Team Lists & Flighted Teams](#)
[Manage Groups](#)
[Manage Flighted Golfers](#)
Edit Name
[Delete Division](#)

☰ M Division

57 golfers in this division | **0 Team Lists** containing **0 Teams** | **0 Team Flights** | **0 Groups** | **0 Golfer Flights**

[Edit Membership](#)
[Manage Team Lists & Flighted Teams](#)
[Manage Groups](#)
[Manage Flighted Golfers](#)
[Edit Name](#)
[Delete Division](#)

Building Teams: Manage Team Lists

Divisions by Custom Field (Gender)

☰ Girls

54 golfers in this division | **0 Team Lists** containing **0 Teams** | **0 Team Flights** | **0 Groups** | **0 Golfer Flights**

[Edit Membership](#)
[Manage Team Lists & Flighted Teams](#)
[Manage Groups](#)
[Manage Flighted Golfers](#)
[Edit Name](#)
[Delete Division](#)

☰ Boys

57 golfers in this division | **0 Team Lists** containing **0 Teams** | **0 Team Flights** | **0 Groups** | **0 Golfer Flights**

[Edit Membership](#)
Manage Team Lists & Flighted Teams
[Manage Groups](#)
[Manage Flighted Golfers](#)
[Edit Name](#)
[Delete Division](#)

Enter a New Name- Boys Teams Team & Team Size (Maximum Size)

Create Teams using a Custom Field

Select Affiliation or School and keep all player with the same school together.

There are team lists in other divisions that you may want to use here so that you can use this one team list name in tournaments (e.g., 'match play' teams in two different divisions).

TEAM LIST NAME

Choose a name you have already used in a different division

Enter a new name and set a team size

METHOD

Create teams manually

Automatically create teams using custom field

Automatically create teams using entry numbers

Automatically create teams using the pairings

Copy team list from another division

CUSTOM FIELD

Create teams by maintaining everyone with the same custom field value together

Create team wheels: all 2 player combinations within the group

Create team wheels: the member plays with all of his guests

Sort the players by Position and Name the Team listed in Affiliation Custom Field.

TEAM PLAYERS ORDERING

Sort the team players by their Entry Number

Sort the team players using a Custom Field

TEAM NAME FORMAT

Use the Handle of players in the order they were added in the system or the position within the team

Use the Handle of players in alphabetical order

Use the last name of players in the order they were added in the system or the position within the team

Use the last name of players in alphabetical order

Use custom field name

Remove schools who do not have enough players to participate in the team competition.

Montana High School Association > MHS/MSGA Test Dashboard > Golfers > Event Divisions / Flights / Teams > Boys Team Lists > Boys Teams

Note: Click and drag to reorder teams.

Buttons: Add New Team, Re-sort Teams, Create Flights by Team, Print Teams, Search...

Team Name	Number of Golfers	Player Names
Billings Central	5 golfers	Caleb Fornshell, Matteo Harris, Matthew Hermanson, Colin Jensen, Ethan Miller
Browning	1 golfer	Isaac Flamand
Butte Central	1 golfer	Will McGree
Columbia Falls	5 golfers	Bentley Cady, Tucker Gonzalez, Dylan Owens, Winslow Peters, Will Pickard

Repeat the Team Building Process for the other Division.

Building the Tournament:

From the Rounds Tab → Select Tournaments

Navigation: EVENT, GOLFERS, CALENDAR, **ROUNDS**, APPS

Dashboard: Dashboard

Signups & Round Roster

- Choose Playing Divisions (1) - All Golfers
- Open Signups
- Round Player Roster - 111 players confirmed

Pairings & Scoring

- View Pairings Rules
- Edit Existing Pairings
- Blind Draw Teams
- Tournaments**
- Print Scorecards
- Enter Scores
- Group View
- Display Leaderboard • TV Shows

Add New Tournament

Note: Tournament results will be displayed on the Leaderboard in the order listed here. Click and drag to reorder list.

[Add New Tournament](#)

Individual Tournament:

- Select Boys & Girls
- Stroke Play
- Gross Scoring
- 9 or 18 holes
- Save

Name

Divisions All Golfers Boys Girls

[Check All](#) [Uncheck All](#)

Teams or Groups
There is no team list or group that is defined in all checked divisions.

Tournament Format

Drop Worst Hole(s)

Team Tournament: will need to be completed for Boys and Girls

- Select Boys or Girls
- Select the Team List Name
- The tee sheet will not be grouped by team
- Teams scores will include the best (3 or 4) Gross scores
- 18 Holes
- Gross Scoring

Name

Divisions All Golfers Boys Girls
[Check All](#) [Uncheck All](#)

Teams or Groups
Only a team list or group that is defined in all checked divisions can be selected.
 The tee sheet is or will be physically organized by team and should be scored that way. This is required for match play and optional otherwise.
 The tee sheet may or may not be physically organized by team, but we want the results scored by team (e.g., best 2 balls of team vs all other teams).

Tournament Format

Team scores will include: Use Best: Gross Score(s) Payout to:

① Format: ① Competition: ① Balls: ① Holes:

① Handicap: ① Tie-breaking:

Repeat the process for the Girls Teams

Building the Tee Sheet: Rounds --> Create New Pairings

GOLFERS CALENDAR **ROUNDS** APPS



———— SIGNUPS & ROUND ROSTER ————

Choose Playing Divisions ⓘ
All Golfers

Open Signups

Round Player Roster
111 players confirmed

———— PAIRINGS & SCORING ————

Round Divisions / Flights / Teams

Create New Pairings

Edit Existing Pairings

Tournaments

Print Scorecards

Enter Scores

Group View

Display Leaderboard · TV Shows

Select the maximum pairing size

Division All Golfers

Step 1: Automatic or Manual?

- Automatic scheduling - let us do it for you
- Create pairings using a custom field

Pairing Size ⓘ:

Apply

- Manual pairings - set the pairings yourself**
- Create pairings using entry numbers

Pair by previous results/pairings

Sort by Position:

Step 2: Create your pairings

Sort by:

Show only confirmed

NAME

Create Pairing

New Golfer

<u>Bentley Cady</u> 1	<u>Brooks Day</u> 1	<u>Caleb Fornshell</u> 1	<u>Carson Emerson</u> 1
<u>Carson Fluckiger</u> 1	<u>Cooper Clary</u> 1	<u>Dylan Burger</u> 1	<u>Gabe Glassing</u> 1
<u>Isaac Flamand</u> 1	<u>Jared Anderson</u> 1	<u>Josh Bender</u> 1	<u>Justin Jones</u> 1
<u>Liam Catron</u> 1	<u>Noah Barrett</u> 1	<u>Otto Klein</u> 1	<u>Sawyer Gentry</u> 1
<u>Tag Jessop</u> 1	<u>Will McGree</u> 1	<u>Brady Collins</u> 2	<u>Brayden Garr</u> 2
<u>Brody Leininger</u>	<u>Cam Hackmann</u>	<u>Colbv Minton</u>	<u>Connor Duralo</u>

And filter by Boys or Girls Division

Step 2: Create your pairings

Sort by: Show only confirmed [Filter Golfers by Division / Flight](#)

NAME

<u>Addy Bowler</u>	<u>Aden Rickels</u>	<u>Alexis Potter</u>
<u>Anna Lende</u>	<u>Anna Prill</u>	<u>Aubrey Tollefson</u>
<u>Ava Flotkoetter</u>	<u>Ava Zignego</u>	<u>Bentley Cady</u>

Show Golfers in Division / Flights

Show only golfers in this division

This division has no flights.

[Clear All Filters](#)

Select players for each foursome and Create Pairing

Step 2: Create your pairings

Sort by: Position Show only confirmed [Filter Golfers by Division / Flight](#)

NAME Create Pairing Clear 4 Selected New Golfer **PAIRINGS**

Caleb Fornshell	Carson Emerson	Carson Fluckiger	Cooper Clary
Gabe Glassing	Isaac Flamand	Jared Anderson	Josh Bender
Liam Catron	Noah Barrett	Otto Klein	Sawyer Gentry

Pairing 1

Bentley Cady	Brooks Day	Dylan Burger	Justin Jones
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Once you have finished creating pairings for the division, Filter again by the opposite Division. Once all players have been assigned a pairing, select Next.

Players will now be placed on the tee sheet.

Montana High School Association > MHSA/MSG A Test Dashboard > Round 1 > Pairings

Additional Information	Filter	Show	GGIDs	Total Handicap Index	Neither			
1. Bentley Cady	Cooper Clary	Josh Bender	Sawyer Gentry	00:00 AM	1	A	Course / Tee not specified	
2. Brooks Day	Gabe Glassing	Noah Barrett	Otto Klein	00:00 AM	1	A	Course / Tee not specified	
3. Tag Jessop	Jared Anderson	Carson Fluckiger	Dylan Burger	00:00 AM	1	A	Course / Tee not specified	
4. Caleb Fornshell	Will McGree	Isaac Flamand	Justin Jones	00:00 AM	1	A	Course / Tee not specified	
5. Carson Emerson	Liam Catron	Brady Collins	Brayden Garr	00:00 AM	1	A	Course / Tee not specified	
6. Brody Leininger	Cam Hackmann	Quinn Elliot	Connor Durglo	00:00 AM	1	A	Course / Tee not specified	
7. Colby Minton	Matteo Harris	Tucker Gonzalez	Max Milton	00:00 AM	1	A	Course / Tee not specified	
8. Reid Larson	Tate Jessop	Tyce O'Connell	Blake Johnson	00:00 AM	1	A	Course / Tee not specified	
9. Brady Powell	Mason O'Neil	Dylan Owens	Clayton Mitchell	00:00 AM	1	A	Course / Tee not specified	
10. Matt Huse	Matthew Hermanson	Raymond Olds	Zander Harmala	00:00 AM	1	A	Course / Tee not specified	
11. Aden Rickels	Callen Stoner	Coby Powell	Colin Jensen	00:00 AM	1	A	Course / Tee not specified	
12. Gage Rate	Kalen Price	Sam Norman	Vann Wagman	00:00 AM	1	A	Course / Tee not specified	
13. Winslow Peters	Royce Taylor	Dylan Wirt		00:00 AM	1	A	Course / Tee not specified	
14. CJ Thew	Tanner Tiesen	Ethan Miller		00:00 AM	1	A	Course / Tee not specified	
15. Miles Young	Silas Zetterberg	Will Pickard		00:00 AM	1	A	Course / Tee not specified	

Select Shotgun to assign starting holes automatically

- Select All
- Choose the Starting Tim
- Select the number of groups to start on each hole.
- Apply

/ [Reverse Shotgun / Restore Default](#)

Starting Time: : AM Hole:

Course / Tee not specified ⓘ

Hole	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Yardage																		
Par	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	1

Holes / Foursome Count: 29 / 29

Set Course and Tee

- Select All Players
 - If a default set of tees is selected, change the tee, then select the Division
- Select the Division
- Select the tees to be played
- Apply

9.	Brady Powell	Clayton Mitchell	Dylan Owens	Mason O'Neil		7 :00 AM	5	A	Canyon River Golf Club - Gold - Men
10.	Matt Huse	Matthew Hermanson	Raymond Olds	Zander Harmala		7 :00 AM	5	B	Canyon River Golf Club - Gold - Men
11.	Aden Rickels	Callen Stoner	Coby Powell	Colin Jensen		7 :00 AM	6	A	Canyon River Golf Club - Gold - Men
12.	Gage Rate	Kalen Price	Sam Norman	Vann Wagman		7 :00 AM	6	B	Canyon River Golf Club - Gold - Men
13.	Winslow Peters	CJ Thew	Dylan Wirt			7 :00 AM	7	A	Canyon River Golf Club - Gold - Men
14.	Ethan Miller	Miles Young	Royce Taylor			7 :00 AM	7	B	Canyon River Golf Club - Gold - Men
15.	Silas Zetterberg	Tanner Tiesen	Will Pickard			7 :00 AM	8	A	Canyon River Golf Club - Gold - Men
16.	Ady Bowler	Alexis Potter	Alivia Kuhr	Autumn Goodan		7 :00 AM	8	B	Course / Tee not specified
17.	Bridget Anderson	Briley Alberi	Brynn Drea	Callie Bebee		7 :00 AM	9	A	Course / Tee not specified

1. Select the Course and Tee and corresponding 18, Front 9 or Back 9 Holes.
2. Click individual golfers or click pairing groups on the right side of the page to manually select groups.
3. Click Select All Players to filter by Gender, Tee, Division or Flight.

1 [Select All Players / Unselect All Players](#)

3 Canyon River Golf Club - Gold/Green Coml All 18

Select by Gender: F M

Select by Division: Boys Division Girls Division

Printing Materials

Rounds--> Report Center

SELECT A ROUND
(Thu, March 6) Round 1

ROUND CHECKLIST
Pairings Created

SIGNUPS & ROUND ROSTER
Choose Playing Divisions
All Golfers
Open Signups
Round Player Roster
111 players confirmed

PROFILE & REPORTS
Round Profile
Report Center Community Reports
Handicap Analysis · Pre-Play Audit

Common reports are found in Basic Reports, Basic Spreadsheets, Scorecards and This Event.

Montana High School Association > MHSA/MSGA Test Dashboard > Round 1 > Report Center

Community Reports Report Headers New Category

New Document

Last 10 Printed Reports

- ☆ Basic Reports
- ☆ Basic Spreadsheets
- ☆ Centerville
- ☆ Page Composer
- ☆ Report Composer
- ☆ Scorecards
- ☆ Spreadsheet Composer
- ☆ This Event
- Report Archive

You can search for files through the Search Bar. Recommended custom files begin with MHSA.

Community Reports
Report Headers
New Category

New Document

Last 10 Printed Reports

☆ Basic Reports

☆ Basic Spreadsheets

Recommended Files:

Scorecards: **MHSA Scorecard**

Already provided:

- Name of the Event
- Player Name
- School
- Marker notes
- GGID
- Signature boxes
- Starting Hole is highlighted

	1	2	3	4	5	6	7	8	9	Out
Marker's Notes										

10	11	12	13	14	15	16	17	18	In	Total

Official Scorecard

Ronan

Competitor **Cooper Clary**

Foursome GGID: **QBF8N**

Round **Round 1** Date **3/6/2025** Hole # **1A** Time **7:00 AM**

	1	2	3	4	5	6	7	8	9	Out
Black - Men (73.8/146)	375	485	179	387	450	519	242	339	567	3543
Par	4	4	3	4	4	5	3	4	5	36
Cooper Clary										

Marker's Signature



MHSA/MSGA Test

Verified _____ TM _____ Board _____

10	11	12	13	14	15	16	17	18	In	Total
398	533	211	463	179	534	190	346	569	3423	6966
4	5	3	4	3	5	3	4	5	36	72

Cooper Clary Signature

Additional cards are available to choose from if you choose to customize.

Recommend- Card stock paper & separate colors for boys & girls.

Tee Sheet: MHSAA Tee Sheet



MHSAA/MSGAA Test

Tee Sheet - Round 1 - Thu, March 6

Canyon River Golf Club

Time:	Hole:	Players:	Tee:	GGID:	Time:	Hole:	Players:	Tee:	GGID:
7:00 AM	1A	Bentley Cady Columbia Falls Cooper Clary Ronan Josh Bender Hamilton Sawyer Gentry Park High	Black -	QBVF8N	7:00 AM	3B	Brody Leininger Park High Cam Hackmann Laurel Quinn Elliot Havre Connor Durglo Ronan	Black -	MTWL5R
7:00 AM	1B	Brooks Day Frenchtown Gabe Glassing Laurel Noah Barrett Havre Otto Klein Whitefish	Black -	VT6KXS	7:00 AM	4A	Colby Minton Whitefish Matteo Harris Billings Central Tucker Gonzalez Columbia Falls Max Milton Polson	Black -	NYWTPZ

Additional Documents:

Alpha List: An alphabetical list of players with their starting hole assignments.

Prior to starting the round:

- Show Pairings in Event Portal
- Turn on Mobile Scoring
- More event from Not Started to In Progress

ROSTER

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Apps

Roster

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ORING

ights / Teams

Rules

airings

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l - TV Shows

PROFILE & REPORTS

Round Profile

Report Center • Community Reports

Handicap Analysis • Pre-Play Audit

PORTAL & MOBILE APP

Mobile App Stations

Show Pairings in Event Portal

Enable Digital Scorecards

Enable Mobile Score Entry

Enable Walking Scorer

Show Results in Event Portal

ROUND STATUS

Not Started
In Progress
Completed

During the Round:

Coaches and volunteers can access all players scores via the Golf Genius App and assist with score entry using the Round GGID.

EVENT GOLFERS CALENDAR ROUNDS APPS

NAVIGATOR • Customer Center • My System

Montana High School Association > MHSA/MSGA Test Dashboard

SELECT A ROUND

(Thu, March 6) Round 1

ROUND CHECKLIST

Pairings Created

SIGNUPS & ROUND ROSTER

Choose Playing Divisions

All Golfers

Open Signups

Round Player Roster

111 players confirmed

PROFILE & REPORTS

Round Profile

Report Center • Community Reports

Handicap Analysis • Pre-Play Audit

Round Profile- Round GGID

This can be customized. It can also be used to show leaderboards on Club House displays using the Golf Genius Fire TV Display app.

Round GGID

Round GGID can be used to enter scores for any foursomes in this round from our mobile apps and to view leaderboards on the Amazon Fire TV using the Golf Genius Fire TV Display app

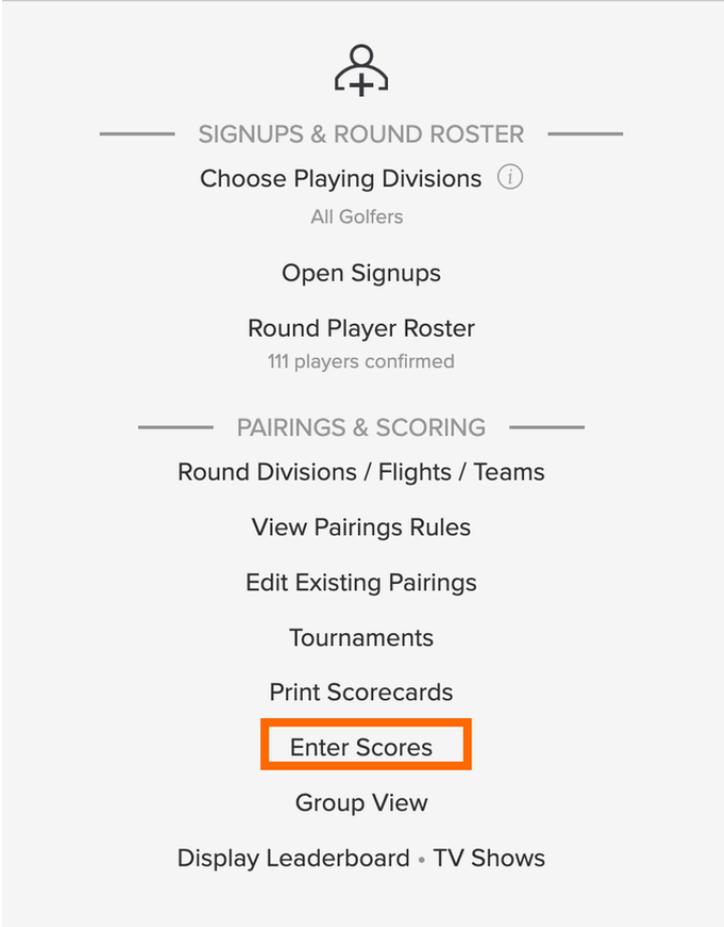
You can send this Round GGID to your volunteers. It allows them to enter scores for any foursomes in this round from our mobile apps. We have already created a Round GGID for you below. If you choose to alter it, the new GGID must not already be in use. If it is already in use, you will be notified when you attempt to Save this profile.

LMKUD4

Post Round

Entering Scores--> Rounds Tab--> Enter Scores

GOLFERS CALENDAR **ROUNDS** APPS



The screenshot shows a mobile application interface for a golf course. At the top, there is a navigation bar with four tabs: 'GOLFERS', 'CALENDAR', 'ROUNDS', and 'APPS'. The 'ROUNDS' tab is selected and highlighted with an orange underline. Below the navigation bar, there is a large grey rectangular area containing several menu items. At the top of this area is a person icon with a plus sign. Below the icon, the text 'SIGNUPS & ROUND ROSTER' is centered, flanked by horizontal lines. Underneath, there are several options: 'Choose Playing Divisions' with an information icon, 'All Golfers', 'Open Signups', and 'Round Player Roster' with '111 players confirmed' below it. Below these, the text 'PAIRINGS & SCORING' is centered, flanked by horizontal lines. Underneath, there are several more options: 'Round Divisions / Flights / Teams', 'View Pairings Rules', 'Edit Existing Pairings', 'Tournaments', 'Print Scorecards', 'Enter Scores' (which is highlighted with an orange rectangular border), 'Group View', and 'Display Leaderboard • TV Shows'.

Recommended actions:

- Group scorecards by pairing group to ensure all player scorecards are counted together.
- Enter hole by hole gross scores for each player.
- Mark scorecard as checked and disable mobile score entry

1A 1. Bentley Cady / Cooper Clary / Josh Bender / Sawyer Gentry No holes completed

Course: Canyon River Golf Club Tee: Black - Men - All 18 SLOPE®: 146 Course Rating®: 73.8

	1	2	3	4	5	6	7	8	9	out	10	11	12	13	14	15	16	17	18	in	total
Yardage	375	485	179	387	450	519	242	339	567	3543	398	533	211	463	179	534	190	346	569	3423	6966
Par	4	4	3	4	4	5	3	4	5	36	4	5	3	4	3	5	3	4	5	36	72
Stroke Index	15	1	11	13	5	7	9	17	3		10	6	12	2	16	8	14	18	4		
Bentley Cady																					
Cooper Clary																					
Josh Bender																					
Sawyer Gentry																					

Eagle or better
 Birdie
 Par
 Bogey
 Double Bogey or worse

Mark scorecard as checked and disable mobile score entry for this pairing group

Clear Scores Done

Green Box will confirm all players scores have been checked.

1A 1. Bentley Cady / Cooper Clary / Josh Bender / Sawyer Gentry Scorecard checked

Once all score are finalized:

Rounds--> Post Scores to GHIN

GOLFERS CALENDAR **ROUNDS** APPS

SIGNUPS & ROUND ROSTER

Choose Playing Divisions ¹

All Golfers

Open Free Signups

Set Round Signup Invoice

Round Player Roster

160 players confirmed

PAIRINGS & SCORING

Round Divisions / Flights / Teams

View Pairings Rules

Edit Existing Pairings

Tournaments

Print Scorecards

Enter Scores

Post Scores to GHIN See Posting Results

Group View

Display Leaderboard • TV Shows

Select Competition & Post Scores

SCORE TYPE

Competition

Post Scores

Move Round to Complete

- ROSTER
- Divisions ⓘ
- ps
- roster
- med
- DRING
- ghts / Teams
- irings
- irings
- ts
- ards
- ps
- w
- TV Shows



PROFILE & REPORTS

Round Profile

Report Center - Community Reports

Handicap Analysis - Pre-Play Audit

PORTAL & MOBILE APP

Mobile App Stations

Show Pairings in Event Portal YES

Enable Digital Scorecards ⓘ NO

Enable Mobile Score Entry NO

Enable Walking Scorer ⓘ NO

Show Results in Event Portal ⓘ YES

ROUND STATUS

Not Started In Progress Completed