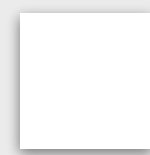




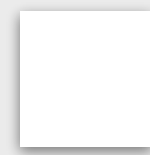
# Step 1 - Scheduling & Planning

Please find listed below the recommended actions that you need to take during this step of implementation:



## Assess Facility Access

When planning your Program Level(s), you need ensure you can access practice facilities at your venue. For all of the program levels you will need to get out onto the golf course. You may also need use an area within the club to run a short award ceremony at the end of each level. Therefore we recommend you discuss the program with your management team.



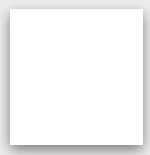
## Decide on the Program Level Dates

The Learn to Play Program consists of three levels. You recommend you play your program year ahead of time making sure their are regular starting points throughout the year and each level connect to the previous so there is a next step for your participants.



## Align your Level 1 Dates LTPG Experience Day

Your Experience Days should drive activity into the Level 1 block. Therefore when planning your event ensure it links to the experience day events and first level of the program. Level 1 of the program should run at least 2 weeks after your Experience Day.



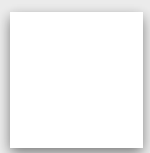
## Decide on the Day / Time of the Practice Clubs and Schedule

An optional element of your program is a weekly Practice Club specifically for those enrolled on any level of the LTPG program. You should decide whether you are offering this added element and decide on the day and time of your practice club each week so that is doesn't conflict with program classes. Further guidance is provided in the Practice Club page.



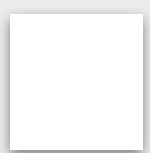
## Decide the Dates of Course Play Events and Schedule

A supporting element of the program is the monthly course play event. This gives those enrolled an opportunity to play the golf course with others on the program. You should decide on when these events are scheduled and ensure they do conflict with your themed classes or practice clubs. Further guidance is provided in the Course Play event page.



## Price your Program Level(s)

Decide on the price of your Program Levels. You can use our handy calculator within the Learn to Play 3 Level Program page but you need to consider the length of each program level and if their are any chargeable elements at your venue.



## Schedule your Program Level(s)

You are now ready to schedule your program levels on the GLF. Connect system. Review the Building a Level 1, 2 or 3 Block support video in the Learn to Play Golf 3 Level Program page of the Toolbox.