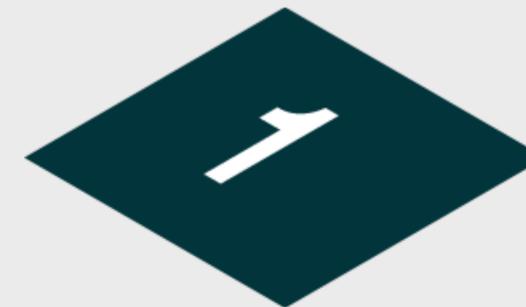


# Step 1 - Scheduling & Planning



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



## Assess Facility Access

When planning your Social Play Events, you need to ensure you can access practice facilities for your 'Master the Challenges' event and the golf course for your other three events. You should discuss the event with your management team to find a suitable date. You will also need to use an area within the clubhouse to run a short award ceremony.



## Assess your Program Calendar

To maximize engagement in your Social Play Events, you should assess your calendar of programs for the year. Schedule your events at times and dates that will drive engagement into further programs and avoid clashes to optimize participation.



## Align to Themed Calendar Dates

You should specifically aim to schedule your Halloween Scramble for Halloween and the Team Matchplay for either the Solheim Cup or Ryder Cup events to add a special theme to your events. You may also decide to theme your other events around dates such as Mother's Day or Father's Day.



## Decide on the Size of your Events

Decide on the number of spots available within your events. This will depend on the coaches available to assist with running your events and the golf course access, specifically if you are able to use a shotgun or single-tee start format.



## Decide on your Event Dates

Now that you have the necessary information, you should decide on the specific dates for each Social Play Event. We recommend scheduling them evenly across the program year, aiming for one event within each quarter.



## Decide the Start Time of your Events

Decide on the start time of your events based on facility access at your venue, the duration of the event you are running, and the golf course access.



## Price your Event

Decide on the price of each of your events. You need to consider if your events include lunch, refreshments, prizes, or if there are any chargeable elements at your venue, such as a fee for playing the golf course. We recommend you consider offering your 'Master the Challenges' event as a complimentary event to those enrolled in your Junior Weekly Program.



## Schedule your event

You are now ready to schedule your events on the GLF. Connect system. Review the scheduling resources for each event on the Junior Social Play page of the Coach's Toolbox.