Club Training Session

Launch Preparations

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Agenda

- Launch Timeline Review
- Pre-Migration Tasks
- Cutover Tasks
- Launch Tasks
- Takeaways
- Questions
Launch Timeline Review
Timeline Categories

**Pre-Migration**
From today until current GHIN is turned off.

Clubs should do as much work to prepare for the launch as possible.

**Cutover**
GHIN data (association, club, golfer, score) is migrated into new platform.

Blackout Period
No Score Posting

**Launch**
GHIN products are launched for Clubs & Golfers.

Your association will notify you when score posting has resumed.
Launch Timeline

Pre-Migration

11/1
- GHIN Product Training Begins

12/1
- Continued training and data validation

12/15
- Last USGA Revision
  - Clubs & Associations to run reports and capture / archive data

Cutover

1/1
- GHP Database, Application and APIs to be taken offline
  - Score posting is not available.
  - All scores should be held.

Launch

1/5
- Launch WHS

1/6
- GHIN Product Launch
Messaging Timeline

Pre-Migration
- ghin.com
- GHP Golfer
- GHP Club eNewsletter
- Mobile App

Cutover
- 1/1 - 1/2: Web Reports DOD

Launch
- 1/6: GHP Golfer
Pre-Migration
Pre-Migration – GHP Tasks

✓ Messaging on current GHIN Products
✓ Identify Key Scheduled Reports
  ✓ Download reports
✓ Roster Clean Up
✓ Duplicate email addresses
✓ Setup default courses to reduce workload for Kiosk setup
GHP Club Messaging

GHIN HANDICAP PROGRAM Online

GHIN Product Launch
We are preparing to launch a new suite of GHIN products in the new year.
Check with your association for more details!

Club/Service Login

Login
GHP Golfer – Kiosk Messaging
PRE-MIGRATION TASKS

GHIN.com Messaging

Are you ready for the Launch of the World Handicap System?

GHIN is getting ready to launch a new suite of products in the new year. Following the launch, eGolf will no longer be supported, but similar functionality will be made available on the mobile app and GHIN.com. Be prepared and save any desired eGolf reports prior to the end of the year.

Log into your eGolf profile and review your data under Reports. Print or save any desired data relating to your scoring record. See image below.

Please check back soon for more information and to post your scores!
PRE-MIGRATION TASKS

eNewsletter Messaging

Important Dates

January 1 - Implementation of World Handicap System begins

Frances Nee
Member Club: Moggy Brook Golf Club
GHIN Number: 909299
USGA Handicap Index: 29.6
Effective Date: 11/15/2019

NGA News

Youngscap Receives Special Recognition Award

Richard Youngscap of Lincoln was awarded the Nebraska Golf Association’s Virgi A. Parker Special Recognition Award at the organization’s annual awards banquet at The Country Club of Lincoln on November 15. The award is given to an
What You Should be Doing in GHP

Identify Key Scheduled Reports

- Review scheduled reports in GHIN Web Reports
- Take notes of the type of report, filters you have selected and who the reports are sent to
- All reports will need to be recreated in Admin Portal
- Save and/or print any desired reports with the December 15th revision
P R E - M I G R A T I O N T A S K S

What You Should be Doing in GHP

Roster Clean Up – Duplicate Golfers

• Turn off all filters on the roster page
• Sort golfers alphabetically by last name
• Look for any potential duplicate golfers
• Validate any duplicates and forward the request to merge scoring records to your golf association – note which GHIN # to keep
What You Should be Doing in GHP

Roster Clean Up – Missing Data

- Turn off all filters on the roster page
- Sort golfers by address
- Look for any missing address data and update necessary fields (street address, city, state ZIP code)
Roster Clean Up – Duplicate Emails

- Go to GHIN Web Reports
- Select the Club Roster Report
- Set the status to any
- Select the filters GHIN #, Name, Email Address and Status
- Run report
- Identify where duplicate email addresses exist across different golfers.
- Update one of the profiles with a new, unique email address
What You Should be Doing in GHP

P R E - M I G R A T I O N  T A S K S

Roster Clean Up – Invalid Birth Dates

- Go to GHIN Web Reports
- Select the Club Roster Report
- Set the status to any
- Select the filters GHIN #, Name, Date of Birth, and Status
- Run report
- Identify where the birth date of a golfer may not make sense
- Update any junior golfers with appropriate birth date and membership type J (if needed)
What You Should be Doing in GHP

Set Home Course(s)

- Go to Club Settings
- Select Home Courses
- Review the list of Home Courses
- Add or remove any courses as needed
What Should You be Doing in December?

**Pre-Migration Tasks**

### Data
- Identify reports that will need to be re-created in the new platform.
  - Scheduled Reports
- Save / print out any critical December 15th reports
- Ensure GHP Client clubs make final transmission before cutover.
- Update Handicap Index in USGA TM prior to Dec 31st
- Turn off posting computers at the end of the day, December 31st

### Communication
- Communicate cutover window and impact to golfers
- Communicate key tasks and/or changes to golfers
- Work with vendors who integrate with your GHIN data (i.e., Tournament Expert, Club Essentials) to ensure all products work as expected at launch.
Communication Between Club and AGA

Considerations

✓ Clearly identify your club admin to the association – provide contact information

✓ Understand how your association will communicate key information to the club

✓ Understand how your club will access the new kiosk after launch

✓ Understand key transition dates
  ▪ When to turn off score posting computer
  ▪ Timeframe when scores cannot be posted
  ▪ When to turn posting computer back on

✓ Request access to the Admin Portal from your association

✓ Know how to reach your association for support and questions
Cutover
GHP Database, Application and APIs to be taken offline at 12:01am EST

Jan 1st

Jan. 2nd – Jan. 5th

✓ NO SCORE POSTING
  ✓ Please hold all scores to post on Jan. 6th
  ✓ All scores held during cutover are subject to rules of WHS

✓ Communicate timeline to golfers
✓ Can continue to use USGA TM
✓ Turn off score posting computer
✓ Direct members to your association website or USGA.org/handicapping for questions about WHS
Launch
What Should You do at Launch?

**Data**
- Perform data validations in Admin Portal.

**Communication**
- Golfers should be alerted of the following:
  - Score posting has resumed
  - Golfers should post scores held during migration
  - Download the updated Mobile App.

**Tasks**
- Locate credential email and finish creating their login account
- Turn on posting computer and launch new kiosk URL
What The USGA will do at Launch

Jan. 6th

USGA will notify all stakeholders (including golfers) that all products/systems are now available and score posting has resumed.

- Admin Portal & Reporting
- Golfer Products
  - Mobile App
  - Kiosk
  - GHIN.com
- Data Services
Launch Prep Takeaways
If You Do Nothing Else

Communicate Cutover period to Golfers

Read & take action on communications from your AGA

Turn off posting computers at the end of the day, December 31st

December 31st – Access Removed from all current GHIN Products
Additional Club Trainings

**Admin Portal** will review golfer administration tasks including, score posting and Handicap Index management.

**Template Reports** will provide an overview/walk-through of the reports available in the new platform.

**Kiosk Setup & Overview** will show how to setup a Club Kiosk and provide a demonstration of the Kiosk features and functionality.
Questions & Feedback
Contact your AGA with questions