

Step 1 - Scheduling & Planning



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



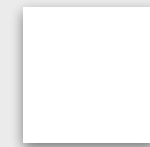
Complete your Getting Setup System Training

This is vital to ensure your Coach Locker is setup prior to being used within your venue.



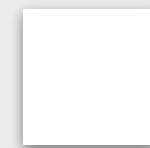
Complete your Getting Started System Training

This is vital to ensure you understand how to effectively use the features of the GLF.Locker system.



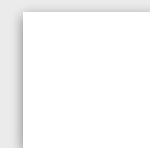
Complete the Creating Classes Training Module

This is vital to ensure you understand how to effectively use the Class Management feature within the GLF.Locker system.



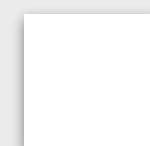
Review the Climate Venue List

This will help you identify the climate your venue operates in and therefore understand the program delivery and expectations at your venue.



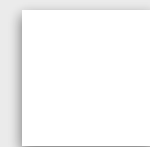
Use the Template Calendar to Schedule your Junior Monthly Classes

Use this resource to plan your monthly program classes across your age groups and program year. This will also help you understand when to complete each step by step checklist guide:



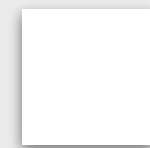
Assess Facility Access

When doing this, ensure you assess access to practice facilities at your venue and discuss the program with your management team.



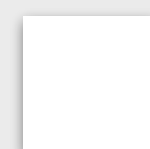
Number of Each Age Based Groups

Decide the number of classes you will be offering across the three aged based groups.



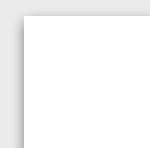
Class Days, Times & Coaches Delivering

Decide on when your classes will be run, the time of day and the coaches delivering. This should be as consistent as possible.



Schedule your Classes

You are now ready to schedule your classes in the GLF.Locker system. When doing this, make sure you utilize the Training Hub resources in the Using your System section.



Review the Junior Monthly Class Setup Tutorial - [Click Here](#)

Review the Tutorial video to learn how to add your classes to the GLF.Locker system. This tutorial is also available within the Planning page of the Training Hub.