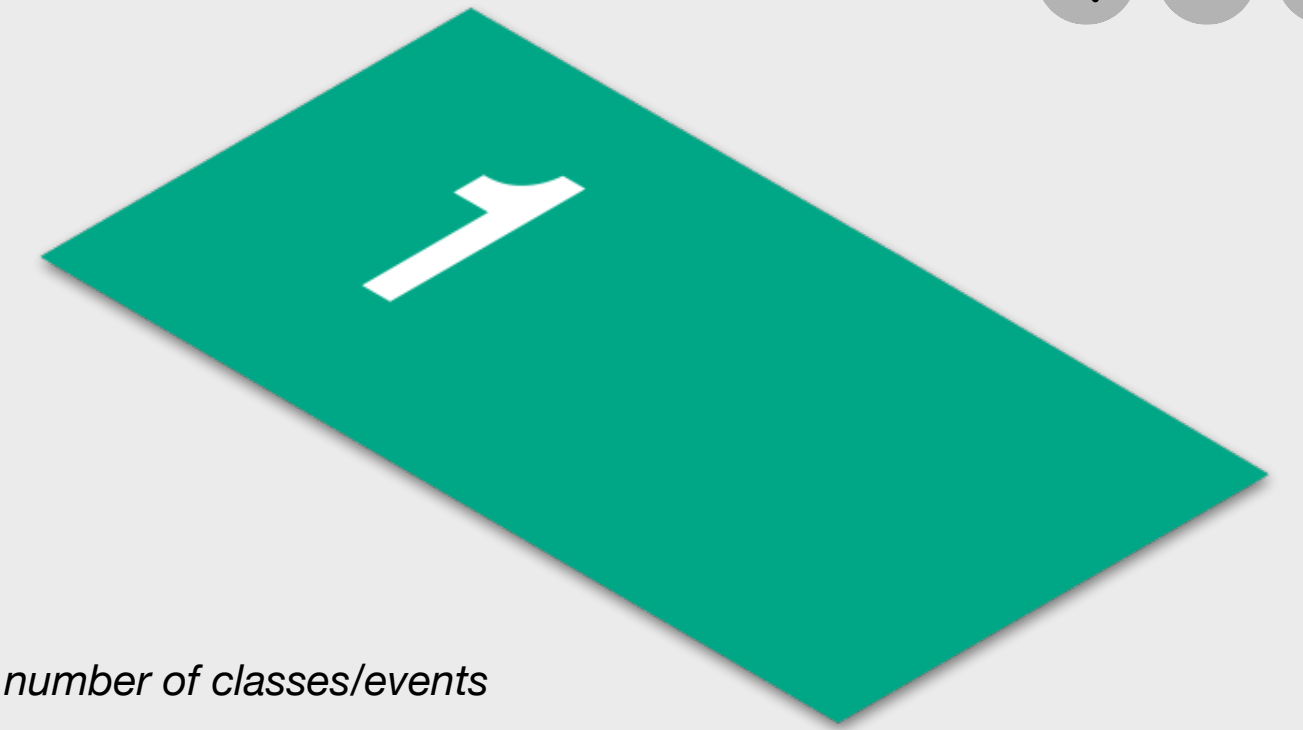
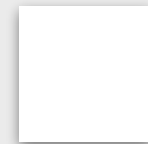


Step 1 - Scheduling and Planning

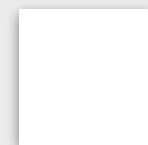


Please find listed below the recommended actions that you need to take during this step of implementation:



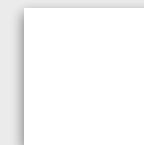
Review the Climate Venue List

*This will help you identify the climate your venue operates in and therefore understand the program delivery and expectations of the number of classes/events you should be running. You can find this in the **Planning** page of the Training Hub.*



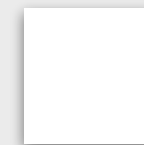
Use the Template Calendar to Schedule Your Classes and Events Across the Program Year

You need to decide on the exact dates you would like to run the program depending your needs and the specific needs of your venue. Use the template calendar, titled "Calendar Coach Resource - Planning Your Schedule Guide" within the Planning page of the Training Hub and decide on the following:



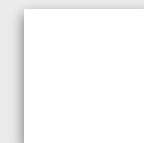
Day and Time of the Weekly Themed Classes

You need to decide which day and time you would like the themed classes to run at your venue.



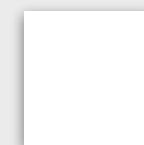
Day and Time of the Practice Club Classes

Decide on the day and time of your weekly practice club. This should align with your weekly themed classes.



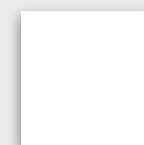
Day and Time of your Course Play Event

Decide on the day and time of your monthly course play event. Try to schedule the event on the same day and time each month.



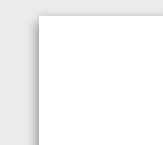
Number of Places Available

Decide on how many places are available within each of your camps. You should have a maximum of 8 participants to one coach for the themed classes, and 12 participants to one coach for the practice clubs.



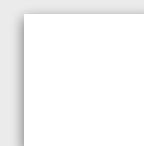
Assess facility access

Ensure you assess access to practice facilities at your venue and discuss the program with your management team. During your course play events, you will require access to the golf course and a place within the clubhouse to socialise after the game.



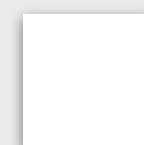
Schedule your Classes and Events

*You are now ready to schedule your classes on the GLF Locker system. Make sure you utilize the **Training Hub** resources in the **Using Your System** section.*



Review the tutorial "Setting Up Your Themed Classes and Practice Clubs" - [Click Here](#)

This tutorial video is also available within the Planning page of the Training Hub.



Review the tutorial "Setting Up a Course Play Event" - [Click Here](#)

This tutorial video is also available within the Planning page of the Training Hub.