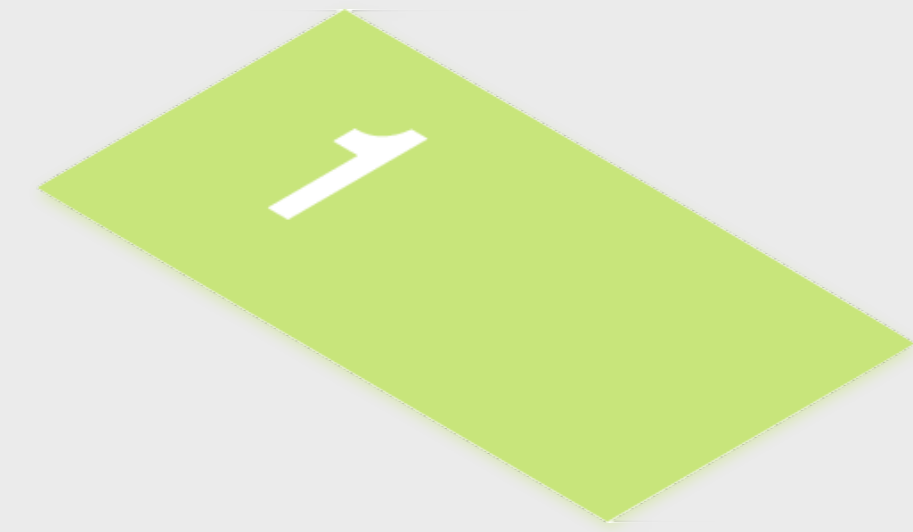
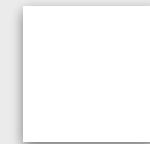


Step 1 - Scheduling and Planning

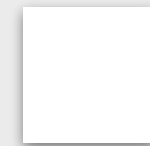


Please find listed below the recommended actions that you need to take during this step of implementation:



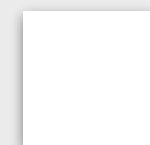
Assess Facility Access

When planning your Program Steps, 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 step. Therefore we recommend you discuss the program with your management team.



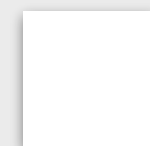
Decide on the Day and Times of the Step Themed Classes and Graduation Events

The program consists of three levels which includes a graduation event. We recommend you plan your program year ahead of time making sure there are regular starting points throughout the year and each level connect to the previous so there is a next step for your participants.



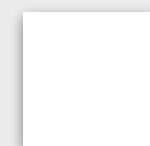
Align your Step 1 Dates to your Experience Day

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



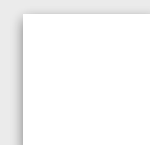
Decide on the Day and Time of the Practice Clubs

An optional element of your program is a weekly Practice Club specifically for those enrolled on any step of the 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 it doesn't conflict with program classes. Further guidance is provided in the Practice Club page.



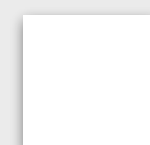
Decide the Format of your Course Play Events

You should be running a monthly Course Play Events at your venue. We recommend you run this over 9 holes on your adapted course in groups of 4. Therefore giving you a total of 36 places and over a 3-hour duration. You should decide on the most appropriate structure of your event to suit the needs of your venue.



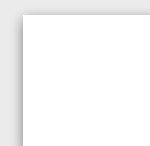
Decide on the Day and Time of the Course Play Event

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 not conflict with your themed classes or practice clubs. Further guidance is provided in the Course Play event page.



Schedule your events in GLF. Connect and Review the Training Module

You are now ready to schedule your event on the GLF. Connect system. When doing this, make sure you utilize the specific training module on scheduling your program elements that is available in the Training Hub and Knowledge Base.



Communicate your Game On program dates with the Director of Golf Programming

Keep the Director of Golf Programming up to date with your activity to help support your activities and successful implementation of your program.