




Invited




Manager

Training Hub

²

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[Schedule](#) [Dashboards](#) [Reports](#) [Booking Admin](#) [Coach Admin](#) [Students](#) [Store Admin](#) [Employee](#)


CHOOSE YOUR DATE & TIME


CHOOSE PROGRAM


CHOOSE DURATION


Private Lessons


60 Minute Private Les


Vinnie Bertagna



Jimmie Meador
Stonebriar Country Club



Brendan Richardson
Stonebriar Country Club



Bryan Witmer



Luke Underhill


Status Guide:


 Pending Push


 Added to Queue

 Pushed to Micros


 Refund Pushed


 Paid via Micros


 Leave/Off Time


 Class Session

Icons Guide:

 Internal Booking Note Available

 Studio Booking

 Secondary Resource Booking

 Student has Checked In

TODAY


SINGLE DAY VIEW


BOOKING NOTES⁰

May 18 - 24 2025

BUILD CLASS

QUICK GROUP





SUNDAY 5/18	MONDAY 5/19	TUESDAY 5/20	WEDNESDAY 5/21	THURSDAY 5/22	FRIDAY 5/23	SATURDAY 5/24
No Bookings Available	No Bookings Available	No Bookings Available	No Bookings Available	No Bookings Available	No Bookings Available	No Bookings Available

GLF.

Agenda

- ✓ Updated Training Hub – Entire Golf Department
- ✓ Integration of Various Lesson Programs

Enhancements within GLF.

Weekly Reporting Review


Payroll Reports

Support for You

Questions



GLF. Lesson and Group Programming Billing & Recognizing Revenue

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- The logo consists of the letters 'GLF' in a bold, white, sans-serif font, centered within a teal-colored shape that resembles a paint splash or a stylized map of a region.
- Individual Lesson Push – Recognizing Revenue
 - Individual Lesson Package /Series
 - Step One: Billing
 - Step Two: Recognizing Revenue
 - Group / Class Programming
 - Step One: Billing Participants
 - Step Two: Recognizing Revenue

Reminder: All Lesson and Group Programming Revenue should be reflected on the specific “day” the lesson or group/class program is supported.

GLF. Operational Guidance

- ☐ All Lesson Packages should be processed through the coaching store.
- ☐ Lessons & Classes should be “pushed” on day delivered.
- ☐ Check closed on MICROS POS not re-opened/voided.
- ☐ Refunds processed through “Refund Feature” within GLF.
- ☐ Additional retail products not “added” to GLF. integrated checks.



GLF. Operational Guidance

- ❑ Integrated checks “pushed” to MICROS POS closed by EOD.
- ❑ Golf Shop Team follow check closing tender “note” when integrated.
- ❑ PDPs ensure class revenue properly allocated “prior to” check integration. Ensure proper check closing reflected prior to PUSH.
- ❑ Use the “Cancel the Push” feature when needed. Request support as soon as possible if need to escalate.



Weekly Payroll Reporting

➤ Report One.... Lessons Closed on Micros Report

LESSON INCOME REPORTS

1. Select Type

☐ Lesson Revenue ⓘ

☒ Lessons Closed on Micros ⓘ

☐ Lesson Delivered ⓘ

☐ Refund Report ⓘ

☐ Lesson Packages ⓘ

☐ Gift Card ⓘ



➤ Report Two.... Golf Commission Report

Report	Report	Published To	Edit	Delete
Tennis Commission Report	Tennis Commission Report	Published To	Edit	Delete
Athletics Commission Report	Athletics Commission Report	Published To	Edit	Delete
Golf Commission Report	Golf Commission Report	Published To	Edit	Delete
Spa Commission Report	Spa Commission Report	Published To	Edit	Delete
Credit Card Tenders: AmEx	Credit Card Tenders: AmEx	Published To	Edit	Delete

GROUPS	LOCATION	REVENUE CENTER	CHECK NUMBER	POSTED DATE / TIME	LINK LOGS	LINK LOGS	CHECK EMPLOYEE
Summary Total					24	1,281.50	
Player Development 1					2	181.50	
	01119 Test Lab	01119-Golf Shop 1	80102474	6/7/2023 10:11 AM	1	100.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102475	6/7/2023 10:15 AM	-1	(100.00)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102476	6/7/2023 10:29 AM	1	91.50	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102480	6/7/2023 10:43 AM	1	100.00	GLF Connect User
Player Development 7					2	290.00	
	01119 Test Lab	01119-Golf Shop 1	80102491	6/13/2023 9:09 AM	1	145.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102491	6/13/2023 9:06 AM	1	145.00	GLF Connect User
Standardized Program 1					16	712.50	
	01119 Test Lab	01119-Golf Shop 1	80102512	6/8/2023 9:14 AM	1	25.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102512	6/8/2023 9:15 AM	-1	(25.00)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102513	6/8/2023 9:14 AM	1	25.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102513	6/8/2023 9:15 AM	-1	(25.00)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102514	6/8/2023 9:14 AM	1	25.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102514	6/8/2023 9:15 AM	-1	(25.00)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102515	6/8/2023 9:16 AM	1	25.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102515	6/8/2023 9:16 AM	-1	(25.00)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102516	6/8/2023 9:22 AM	1	6.25	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102516	6/8/2023 9:22 AM	1	12.50	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102517	6/8/2023 9:23 AM	-1	(12.50)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102518	6/8/2023 9:23 AM	1	6.25	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102518	6/8/2023 9:28 AM	1	36.57	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102518	6/8/2023 9:29 AM	-1	(36.57)	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102519	6/8/2023 9:28 AM	1	40.00	GLF Connect User
	01119 Test Lab	01119-Golf Shop 1	80102519	6/8/2023 9:28 AM	-1	(40.00)	GLF Connect User

Micros Integration - Managers SOP Manual

Micros Integration - Instructors SOP Manual



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Reminders for GLF.

➤ **GLF Training Course completed by – 5.23.25**

Click on the below link and select your club...

<https://invitedtraininghub.glfconnect.com/courses/getting-started-micros-integration-2025-50min/>

- Review “New” Feature Articles for Best Practices – Training Hub
- Clear your Cashe. Something to review weekly through device supporting the GLF. Platform.
- Ensure your Mobile Apps are updated.
- Ensure all “new” PDPs, Golf Professionals, and Golf Shop Staff are aware of how to build, PUSH, and CLOSE GLF. checks integrated into the MICROS POS.



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Support for You

Lead Contacts

- Support Team (GLF. Connect) - invitedsupport@glfconnect.com
- Jennifer Bermingham (Invited) - jennifer.bermingham@invitedclubs.com
- Bart de Schepper (Retail Tribe/Invited) - bartdeschepper@retailtribe.com
- Brad McCollum (Invited) - brad.mccollum@invitedclubs.com



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Questions?