Quick First Setup and Start

After downloading MakeGolfScorecardVxx.xlsm Excel file, move it to chosen location on your computer with installed Microsoft Excel.

Then, open the file and Enable Macros for proper operation.

🔒 Courses Setting up golf course

- Open **Courses Worksheet**
- Scroll down to any empty Golf Course table and fill yellow fields
    - Enter Golf Course Name
    - Identification of Tee boxes that you usually play
    - Distances, Pars and Indexes for each hole
    - Course and Slope Rating – this is used to calculate playing handicaps
- Go to **Select Course Dropdown select box** at the top of the worksheet
    - Select your Golf course
    - Select Tees for each row on your scorecard (up to three)
    - Select Playing Tees for playing handicap

🔒 Group Setting up players

- Open **Group Worksheet**
    - Enter players individually
        - Enter each player's name with handicap to **PLAY Table**

    or

    - Enter all players in your group with their handicaps to **POOL Table** on right
        - Clear **PLAY Table** using the **Clear** Button
        - Select players for a game by checking the **Use** Check box in **POOL Table**
        - Use **Import** button to import selected players to **PLAY Table**

🔒 Scorecard Setting up scorecard

- Open **Scorecard Worksheet**
    - Fill yellow fields with Tournament's name and date
    - For full playing handicap use 100% HCP
    - Use two additional lines for special tournament instructions
    - Select Group as Player's Source

🔒 Print 🔒 Print 2p Print your scorecards

- Open **PRINT Worksheet** for regular scorecard, 2p for 2-person scorecard
    - Formatted to fit Letter (LTR) or A4 paper size
    - Go to Excel's File Menu and select Print to print your scorecards
    - Set Orientation to Landscape and adjust Margins to center your scorecards