Tournaments: create, change, delete

Tournament detailed practical examples can be found =>here

checklist

A small checklist should help you with the organisation of a tournament. You should consider the following points well in advance:

- Create a new tournament
- Upload the tournament to the intranet so that players can register
- Print out the entry list

After the entry deadline:

- Enter the tournament participants
- Create the start list
- Upload start list to the intranet

On the day of the tournament:

- Print scorecards
- Entering results
- Closing the tournament (depending on the type of game) and sending the result notifications via the intranet
- Printing the results lists

Tournament practice

You can find examples of tournaments at Tournament practice.
There you will also find details on match play.

Search for tournaments

Search by date without year

If you enter the date with „dot" without the year, you will find all tournaments with this date, regardless of the year:

Search for "name part"

If you enter „Club", for example, you will receive all tournaments with the name part „Club" - regardless of the year:

Standard search

The „Search" function on the right requires an exact input. For example, if you search for a part of a name here, the first tournament with the part of the name will be found, e.g. in 2006, you would then have to call up „Search" and confirm again until the competition in the desired year is found, which is less practical than the functions described above:

Search by DGV tournament number

Status 27.3.25

Sometimes it is necessary to search for a DGV tournament number, e.g. if you receive an e-mail from the DGV with questions about a DGV tournament number.

We have therefore created a new search function.

If you enter the DGV TournamentID at the top under search term, only the matching tournament will be displayed immediately.

Search on the right (arrow) does not work for this purpose!

*A DGV TournamentID always begins with 49 and has a total of 12 digits, e.g.:*
490002622288

There is also a DGV TournamentID for RPR rounds. So if a tournament is not found, it could also be an RPR (registered private round), here there is another search function at Print RPR list (coming soon). A second reason could be that the DGV TournamentID is misspelled or does not appear at all in your tournaments and RPR.

Create tournaments

All competition data is processed in the Competitions area. With **Competitions/…create new, process, delete** you get to the tournament selection list.

The same tournament selection opens quickly via the icon bar:
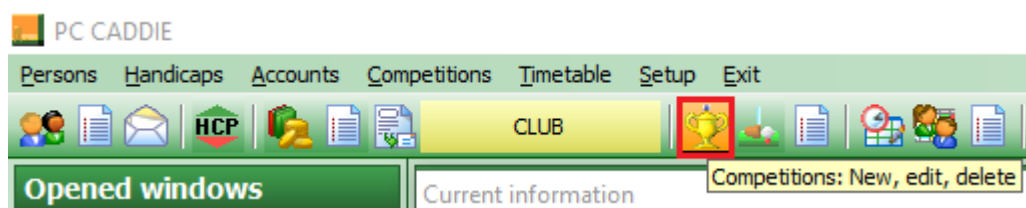
If you want to edit an existing tournament, select the tournament from the list and confirm with **Edit** (F7) or click on the right on **New** on the right to create a new tournament.
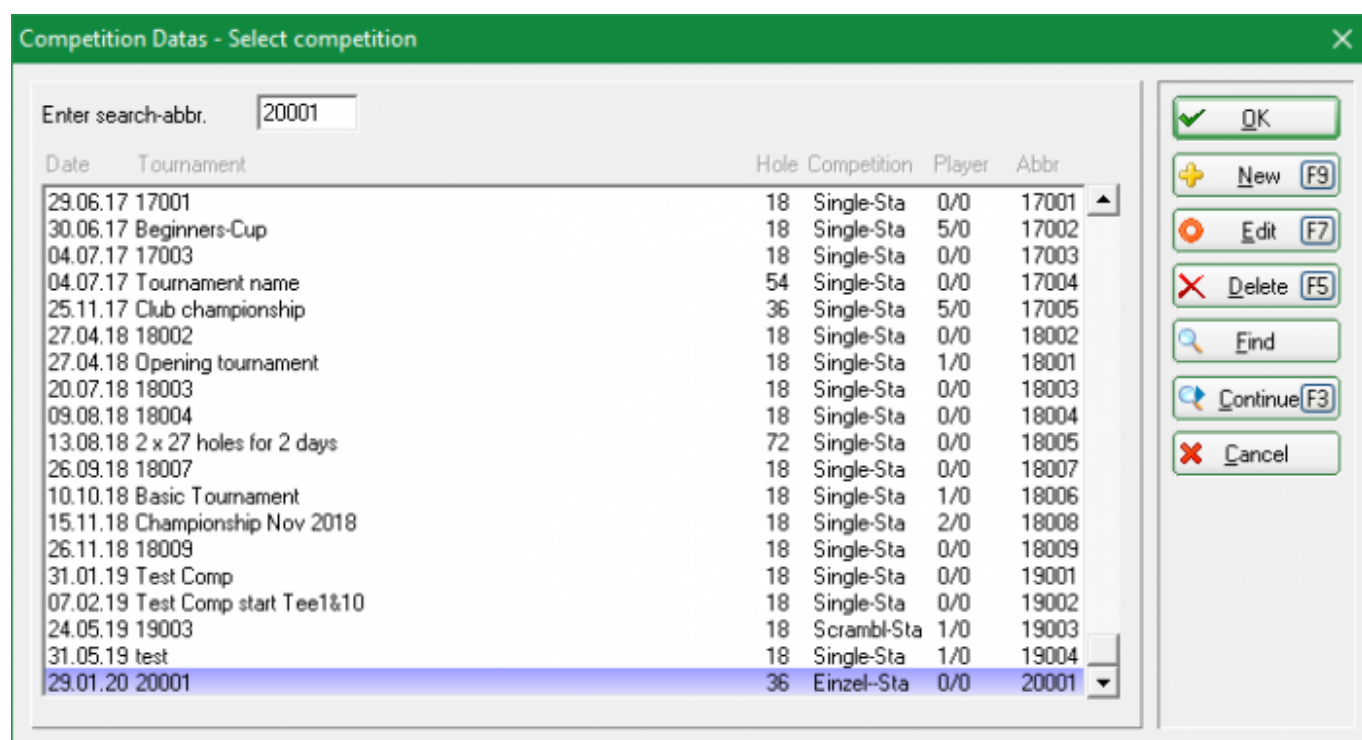
Name, date, place

With the **abbreviation** PC CADDIE always automatically suggests a number, for example „10007" for the 7th tournament in 2010. In many clubs, the automatic number assignment is completely sufficient.

Of course, you can also select your own abbreviations here, for example „10da17" for the women's

golf tournament in the 17th calendar week in 2010. This can speed up the selection of a specific tournament. The **name** can be very long under certain circumstances. As not all text can fit on one line, it makes sense to split a long tournament name into several lines. The printout on the various lists (e.g. start/results lists) will then be printed with several lines.

The **number of holes** you can choose between 1 and 108 (1 to a maximum of 6 rounds).
For a **9-hole tournament, set the number of holes to 9** set

How to set up 2 rounds of 9 holes each or a tournament with 3 rounds, where the middle round is only 9 holes long, can be read =>here

Depending on the number of holes, up to six input fields for the **date** of each round.

In the field **Course** field, specify the course on which the tournament will be played. In the normal case, i.e. if all rounds are played on the same course, enter your club number and confirm with Enter. You will receive the selection of your courts.
For a **9-hole tournament, please also select a course rated for 9 holes.** course.

Select the desired place for this tournament and confirm with **OK.**
Course data loaded from the intranet is automatically displayed first in the selection and is highlighted in green. (Grey are „archived" older course data, and red are manually created course data, e.g. for cross-country tournaments.

If the required course or possibly several required courses have not yet been created, you will find more information in the chapter Create course data.

Multiple courts in the tournament

You also have the option of using different courts in a multi-round tournament. In this situation, click the button **Multiple seats in Turnier:**

The following window opens:

First activate the option **Special space allocation required** option with a tick. Now enter the different seats for the rounds. You can also enter different **groups of people** for the division.

[Several rounds in several clubs](#)

Determining the tees in the tournament

With **Hcp limit of the tees** you define which players are to be counted from which tees. The limits are defined separately for men and women.

For example:

- Men up to HCPI 18.4 from Weiss
- Men's HCPI 18.5 to – (also applies to players with PR without course licence) from yellow
- Ladies up to HCPI 18.4 from blue
- Ladies HCPI 18.5 to – (also applies to players with PR and no licence) from red

⚠️ ***Pay attention to players with PR in the tournament (in Germany there are no more PR with „letters" with WHS). If you enter 54 as the upper limit for the tees, PR players are counted from the next tee, as PR is „less" than 54!}***
If you enter up to „PR", players with PR from the same tee are also counted as 54 (PR players are always counted with the same handicap as HCP 54, but must be set correctly for the correct tee).
If you enter up to – at the end, both 54 and PR as well as people who do not yet have a PR will be counted from this tee!

Please enter this as shown in the following image (the tees displayed are always those that exist in your selected course data):

Remove the tick next to a gender to deactivate it, for example to create a women's tournament:

- Click the button **Hcp limit of the tees** button should not be confused with the entry limits for the competition. Handicap limits of the tees determines from which tees the players' results are calculated. If, for example, the entry limit for a tournament is HCPI 36, we recommend that you enter „–" for the calculation of the Hcp limit.
- If you would define „36" here and then still allow a player with e.g. HCP 37 for the tournament, PC CADDIE will calculate this player from the last tee that is found; in the above example this would be Mr GREEN.
- For multi-round tournaments, the setting <u>always</u> for the entire tournament, i.e. for all rounds. However, you can also enter different tees for each round. Continue reading…

Enter tees for further rounds

If you need different tees for further rounds, you can also set them differently for each round, select the round as shown in the following screenshot:
Note: „GREEN from vintage" is displayed if the green tee is rated for only one course, e.g. with different courses per round. However, the green tee could of course only be calculated for the round with a green rating (this variant would be very unusual for multi-round tournaments).

Adjustment of discounts for groups of people in the prices

It is also possible in the Price setting for groups of people other discounts! You should only use this setting if the ones shown so far are not sufficient! Read on carefully first!

Priority is always important:

1. The setting in the additional person info always has priority
2. Setting in the player editor is secondary
3. Setting in the price is third priority
4. Setting in the basic tournament settings - HCP limit of the tees - has fourth priority

Individual tees for individual players for a tournament

How you can also print the manual tees permitted in the announcement on the start lists, read =>here

It is also possible to set the tee for individual players manually. This is useful, for example, if individual seniors are playing red or if the players can choose the tee according to the announcement. This setting only applies to the tournament in which it is made. To do this, enter a dot and the first letter of the tee in the start list editor after the person's search abbreviation, for example „quro.r" (if the player is to play from red). You can also choose the convenient option and select the player in the player editor and click on the blue information „i" on the right and select the tee, as shown in the following image.
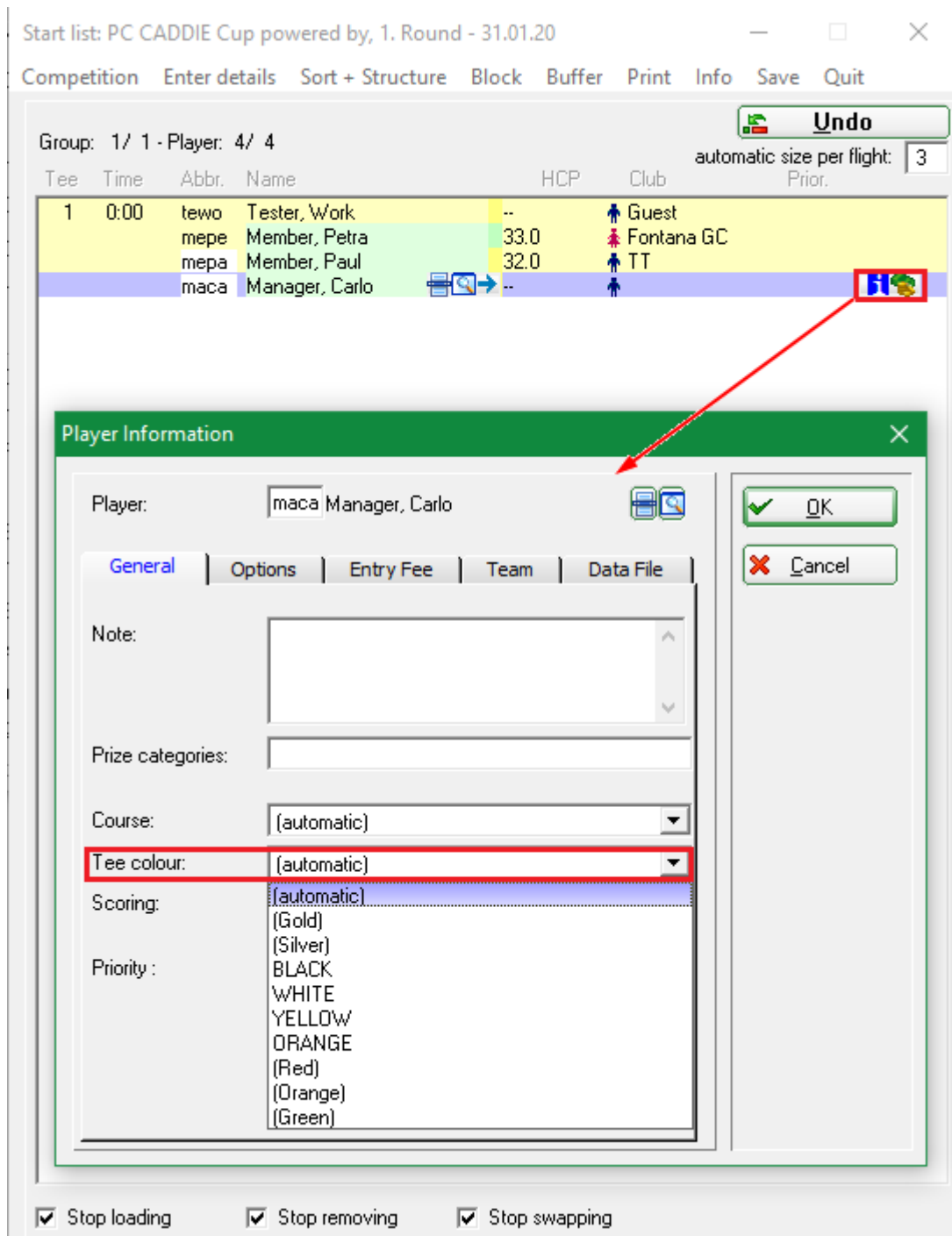
- Please remember that to determine the CR equalisation <u>all</u> tees used in the tournament.
- For multi-round tournaments, you should set the most frequent tees in the basic settings of the tournament at **HCP limit of tees** in the basic settings of the tournament. All tees that deviate from this are then entered individually in the player editor of the respective round for the respective player.
- The following describes how you can fix the tee for individual players for all tournaments. Please also bear in mind the effects on gross results with regard to CR equalisation and net results with regard to par equalisation in counting play (read the WHS rules of the DGV or your national association)

Individual tees for individual players for all tournaments

Enter additional information: itee:B (example for blue men or ladies)
This setting of the tee colour in the person is valid for this person for all tournaments!

Please also note whether tees that are requested are also rated for your course: Clubs and courses

1. itee:S = black men
2. itee:W = white men
3. itee:G = yellow men
4. itee:G = yellow ladies
5. itee:B = blue men
6. itee:B = blue women
7. itee:R = red men
8. itee:R = red women
9. itee:O = orange men
10. itee:O = orange women
11. itee:J = green men junior
12. itee:J = green ladies junior

Check: Print start list change from BRUTTO results to tee colour

Select individual tee colours online

You can set which tee colours can be selected manually. These are also printed on the start list and the results list in the header text.

These manual tees are also released for the **⇒PC CADDIE Online Tournament** - module on your club website and can therefore also be individually selected during online tournament registration.

A main tee with – must be defined. Enter the text „man." (for manual) for all other markdowns that can be selected.
In this example, men's YELLOW and women's RED are the standard tees for the competition.

In the tournament data settings, under „Hcp limit of tees", the manual tees are displayed with an „m":

When your players register online, they will be able to select the desired tee colour as shown in the following image:

The selected tee colour is then directly transferred to the tournament and looks like this in the person editor:

To check the colours, simply print out a start list with the tee colours. [tee colours](#)

Junior by vintage from GREEN tee

The prerequisite is that GREEN tees are rated for your course so that you receive the display by year.

Set at [HCP limit of tees](#) e.g. as in the following screenshot, all men from yellow and all ladies from red. You only determine the juniors from green by specifying the year of birth:

- Your juniors born in 2010 or later are then automatically counted as GREEN.
- When using a scorecard for the first time, please check it in advance, as there may be a need to adjust the scorecard layout.

- With an individual start list layout, you can immediately see which player is set from which tee: Start list with tee colour

Invitation to tender

Set handicap limits

- The field **…entry** field has the following meaning: Maximum handicap of the players who can register for the tournament.
- With **…Calculate** you enter the maximum handicap with which the players are counted. For example, if all players up to HCP „45" are allowed to play, but the players with an HCPI of „36.1" to „45.0" are to be counted with „36.0", enter the following under **Message** „45" and for **Calculate** enter „36". Example of a printed scorecard: Scorecard Calculate 36!
- With **…Calculate** separate entries by gender are also possible. This is not shown in the **Calculate** field, but is entered under **Details** in the special tournament formula: MAXM:18.4;MAXW:24.4 (Male Calculation HCPI 18.4; Female Calculation HCPI 24.4 - Attention DOT do not enter a COMMA in the formula!)
- If players up to 54 or PR (Platzreife) are allowed to register and are also to be counted with their normal handicap for the prizes, simply leave both fields blank!

- The field **Hcp factor** field normally remains empty, as a practical example you could enter 3/4 here if you want to print scorecards for e.g. single hole competition (match play).
- Example „foursome": The individual should be limited at HCP 36, the pairs added at HCP 56. Here you can check the individual player for the online registration (HCP 36), a check of the pairs added is not possible and it must be checked manually whether the players who register have understood the announcement. It is possible to reduce the pairs handicaps proportionately by filling in the „Calculate" field with 56 (if the announcement allows this). The setting would then be as follows:

further Information on HCP calculation can be found here, this link can also be accessed from any tournament by clicking on **Information** in the tournament mask!
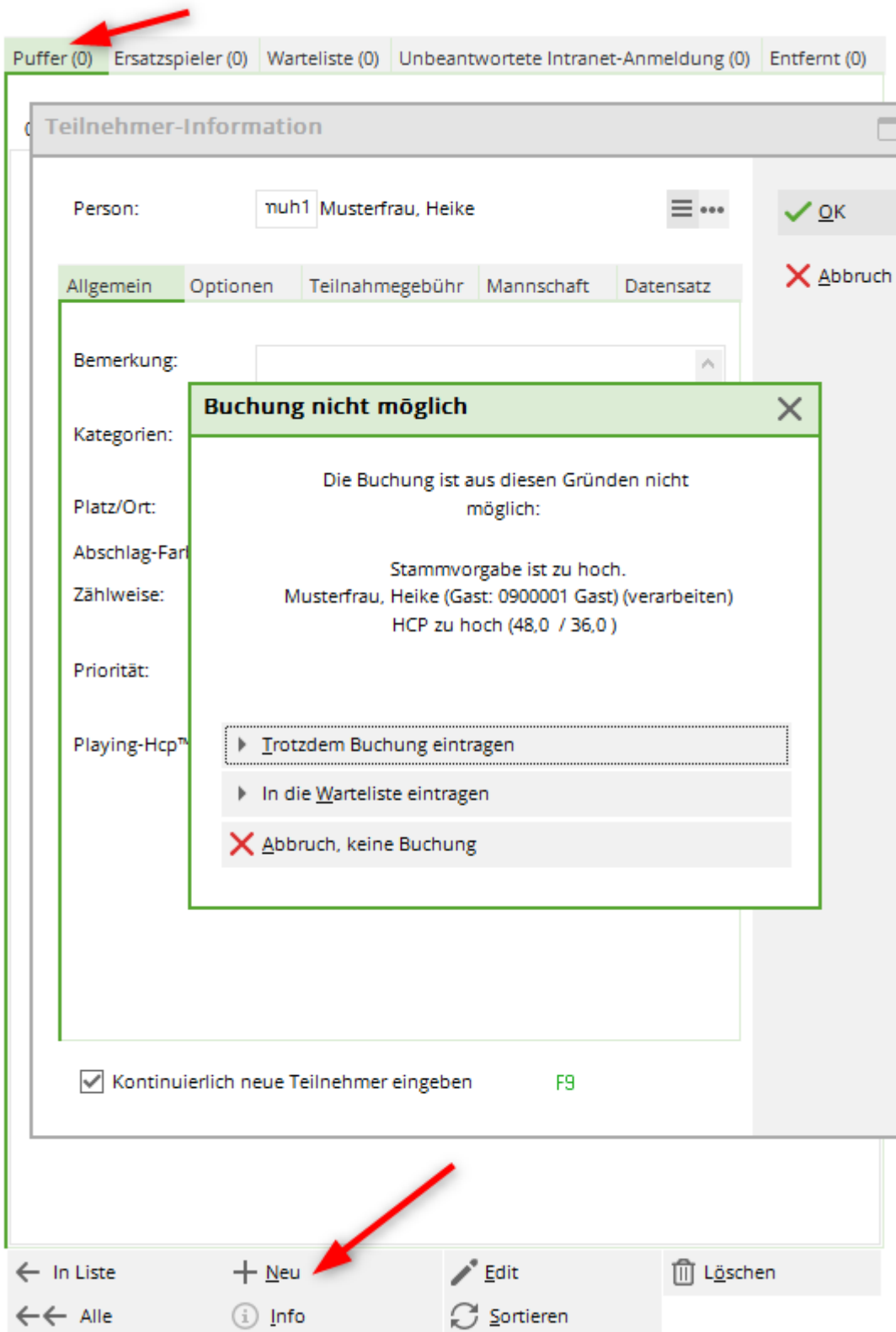
Exceeding reporting limits

Nevertheless, players who exceed the registration limit can also be entered in the tournament.
PC CADDIE will point this out by means of a security query if you want to enter the player in the
buffer:

Teilnehmer-Information

Person: nuh1   Musterfrau, Heike   ✓ OK

    ✗ Abbruch

Allgemein   Optionen   Teilnahmegebühr   Mannschaft   Datensatz

Bemerkung:

Kategorien:

Buchung nicht möglich ✗

Platz/Ort:

Abschlag-Farl

Zählweise:

Priorität:

Playing-Hcp™

Die Buchung ist aus diesen Gründen nicht
möglich:

Stammvorgabe ist zu hoch.
Musterfrau, Heike (Gast: 0900001 Gast) (verarbeiten)
HCP zu hoch (48,0 / 36,0)

▶   Trotzdem Buchung eintragen

▶   In die Warteliste eintragen

✗   Abbruch, keine Buchung

☑ Kontinuierlich neue Teilnehmer eingeben   F9

← In Liste   + Neu   ✎ Edit   🗑 Löschen

←← Alle   ⓘ Info   ↻ Sortieren

HCP limit for teams

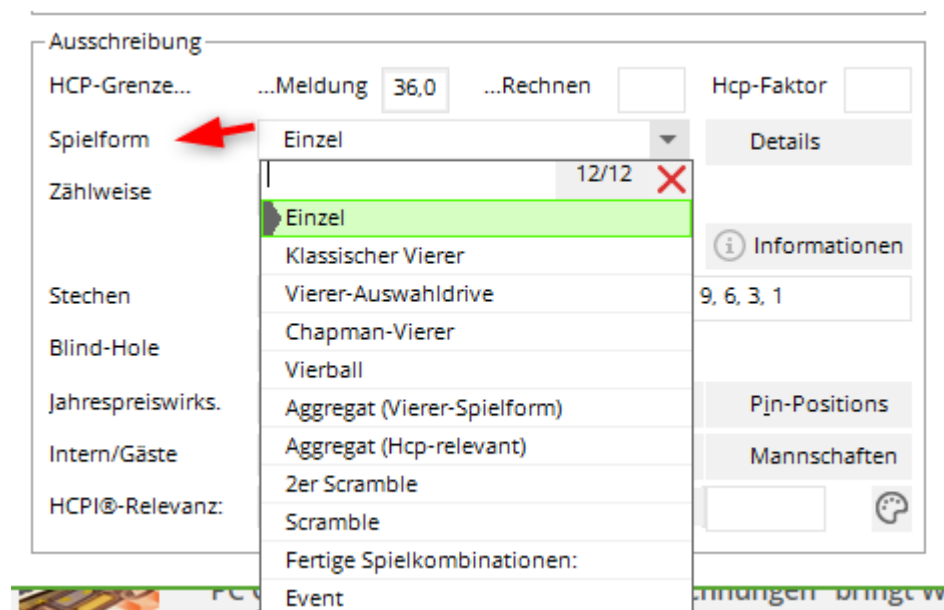For four-player tournaments, you can also enter the limit for a team of two. For example, if you enter „56", the limit is not set for each individual player, but the pairing. Up to handicap „45" the limit applies to an individual player, from „46" it applies to the pairing. This means that the sum of the handicaps of both players must not exceed the limit - otherwise otherwise both players will be

reduced proportionately.

Detailed information can be found here: Tournament information: HCP limit for foursomes

Forms of play

PC CADDIE knows all common game forms. The most important settings are **Game form** and **counting method.** Overall, you have many possible combinations. With **Form of play** you can select the basic game form. Here you have the choice between the following game forms:

1. Singles
2. Classic foursome
3. Greensome foursome (Greensome)
4. Chapman foursome (Chapman Four)
5. Four Ball (Four Ball Better Ball)
6. Aggregate (foursome game form)
7. Aggregate (HCPI-relevant)
8. 2-man scramble
9. Scramble
10. Ready-made game combinations (originally programmed for Austria - there are only game forms that are authorised in Austria)
11. Event (This form will be transferred to the DGV Intranet/www.golf.de from 2018)

The game forms 1 to 9 are combined with the selection of the counting method.

Free form of play

To create a tournament with a „free form of play", for example „3-racket tournament", click on „Internet" in the basic tournament settings:

Tick the box next to **manually** - You can then also name the game form!
Please note that these tournaments can only be played „not HCPI-relevant".

Counting method

All forms of play can be played with the following **counting methods** can be combined:

1. Stroke play
2. [Zählspiel mit Höchstergebnis](#)
3. Stableford
4. Against par (bogey competition)
5. Hole competition (match play)
6. Hcp good: Stroke Play - high: Stableford (Hcp good: Stroke Play - high: Stableford) - for details please read on

- [Explanations for tournaments "Against Par](#)
- You can find the options for match play at [Tournament practice](#).
- If you select the last option, you can count the good players in a tournament according to the counting game, while those with a higher HCPI are counted according to Stableford. The field **Limit,** where the **boundary between the counting game and Stableford** should be drawn. If you enter „18.4" here, for example, players up to and including handicap „18.4" will be calculated according to stroke play. The distinction can also be made for men and women: If you enter the following in the **limit** field, for example „11.4/18.4", this means that men up to HCPI „11.4" and women up to HCPI „18.4" are calculated according to the counting game. Players with a higher HCPI are counted according to Stableford.

Individual counting method

Just as with „individual tees", it is also possible to set an individual counting method for individual players in the player editor in the information, e.g. if the tournament is advertised as a counting game, but a player is to be counted Stableford. However, bear in mind the prize evaluation. Do you want to mix counting game strokes and Stableford points in one prize?

⚠️ This setting is not permitted in Austria according to the ÖGV (Austrian Golf Association). The counting method is the same as in the finished game combinations.

Ready-made game combinations

With the „Finished game combinations" setting, the „Counting method" line disappears and another field opens.
Here, the forms of play are preset that are **permitted in Austria** in Austria. You are welcome to use these variants, but if you require further game forms, switch from the „ready-made game forms" to the combinations as explained above.
You should also dispense with the „ready-made game forms" for multi-round tournaments with different game forms.

For the scramble variants called „ready-made game forms", it is also necessary to take care of the desired calculation formula!

HCPI-relevant game forms:

Not HCPI relevant game forms:

With the help of the button **Information** button you will receive all the necessary tournament information:

By clicking on „Information" you will be linked to the [WHS Tournament Information General](#) in our Wiki.

Different forms of play in the individual rounds

In a tournament over several rounds, you can define different forms of play for each individual round. For example, the most common variant is probably the „classic foursome" in the first round and „singles" in the second round. To define these different forms of play, click in the tournament data under Form of play on **Details** and then click on **Different forms of play for the individual Runden:**

Enter the type of game for the first round in the main window and define the subsequent rounds here (our example 2nd round „Singles"):

Special formula for Hcp calculation

The standard formulas described in detail in the [Tournament information](#) are of course standardised. However, if you have other wishes and ideas for a customised sponsor or birthday tournament, for example, please do not hesitate to enter the formula yourself. To do this, use the button **Details**button, which is located directly next to the game form in the tournament mask, to access this selection:

Special competition configuration

Select the settings for calculating the competition handicaps:

Handicaps: Rounds: [Automatic ▼]

☐ Always keep handicap of the 1st round
☑ Prize categories based on competition handicap
☐ Net prizes only for players with active handicap
☐ Show 'active' status in lists
☐ Distribute on different holes in match play

CR-Balancing configuration
[Common gross amount for men and women (CR-balancing: automatic) ▼]

☑ Par-Balancing for different Pars

[Different competition forms for each round]

[Special formula for HCP calculation]

[Specify individual stableford points]

✔ OK
✖ Cancel

Special handicap calculation

Here you can enter a special formula
for calculating the competition handicaps.

CAREFUL!!!: PC CADDIE will use the standard
formulas according to the golf federation rules.
You only have to use the following field in exceptional cases.

Use these fields in the formula:

H1 = HCP first player
H2 = HCP second player...
M1 = lowest HCP
M2 = highest HCP
SUM = Total all HCPs
ANZ = Number of players

Operators:
+ (plus)   - (minus)   * (multiplication)   / (division)

Formula:
[   ]

✔ OK
✖ Cancel

Under „Formula" you can create your own formula using the above letters and numbers: e.g. M1*0.9+M2*0.1 (for 0.9 of the lower - and 0.1 of the higher course handicap of the partners). Please note that decimal places are always marked with a DOT, not a comma, and that the mathematical

calculation methods are always used (bracket before dot before dash).

Scramble

In the case of the „Scramble" game form (3-person scramble and 4-person scramble), after clicking the button **Hcp calculation** button, the information and selection options for calculating the course handcap for scrambles will open. The settings here apply to all scrambles, including the scramble selection options for the finished game combinations. There are „Default settings" here and you can also save your own formulae.

Under the button **Selection** button already contains preset formulas.

When entering an individual formula, please note that decimal places are always marked with a DOT, not a comma, and that the mathematical calculation methods are always used (bracket before dot before dash).

TIP The „Girls go Golf" formula was created especially for the Bavarian Golf Association, but it should always be used if you want a different weighting for the 3-player games in the 4-player scramble. The 4-man games are calculated 40/30/20/10 per cent, the 3-man games 50/30/20. Simply select the formula. You can also enter a different weighting, e.g. one adapted to the WHS.

Set individual Stableford points

 This setting is not supported in connection with a team ranking!

An individual stableford system is also possible with PC CADDIE. This setting is rarely used for fun tournaments. With the help of the button **Details** button to find the corresponding button:

Spezielle Turnier-Konfiguration

Wählen Sie hier diese Einstellungen zur Berechnung im Turnier:

Handicaps: Rundung: [Automatik ▼]

☑ Immer Handicaps der 1. Runde beibehalten

☑ Preisklasseneinteilung anhand Turnierhandicap

☑ Pros mit ihrem Hcp in Handicapklassen einteilen

CR-Ausgleich konfigurieren:

[Bruttopreis gemeinsam für Damen und Herren (CR-Ausgleich: Automatisch) ▼]

☑ Par-Ausgleich bei unterschiedlichen Pars

☐ Zählspiel mit Höchstergebnis je Loch: Par 3: [11 ▼]

Par 4: [11 ▼]

Par 5: [11 ▼]

▶ Unterschiedliche Spielformen für die einzelnen Runden

▶ Spezielle Formel zur Hcp-Berechnung

▶ Individuelle Stableford-Punkte festlegen

✔ OK

✘ Abbruch

You activate this function by ticking „Special Stableford scoring activated" at the top and then distribute the desired points for the corresponding results, e.g. like this:

Eclectic

For a tournament with several rounds (number of holes more than „18") you will also receive these selections, e.g: **Eclectic hole by hole**
If you play an eclectic directly in the tournament, it is important that **all** players are entered in the rounds so that the calculation can work. A player who does not play a round must still be entered in at least the buffer for that round!
In addition, the CR equalisation cannot be determined when calculating an eclectic in the tournament. Please switch this off under „DETAILS" next to the game form!
Alternatively, use the Jahres-Eclectic . In this case, create normal individual tournaments!

These settings determine the calculation of the overall result. For club championships, for example, „Accumulate/Sum" is usually selected here, in which case the individual rounds are added together. The other variants enable a hole-electic or a round-electic over up to 6 rounds. For an annual eclectic, please note the function **Tournaments/Multiple tournaments and Golf weeks/Annual eclectic.**
The yearly eclectic function is preferable if the tournaments are scheduled at different times. Please also read the chapter Jahres-Eclectic .

Play

It is important to select the **playoff**. You have 9 options. Please also note that for total results and flag betting game the jump-off setting is not supported.

Please also note that automatic playoffs for a team ranking team scoring is only possible with the following playoff settings:

Last, heaviest, heaviest/lightest

- Here you can specify how PC CADDIE should determine the order on result lists if two or more players have achieved the same overall result.
- The decisive factor for the selection of the play-off setting is what is written on your tournament announcement.
- The first three options are followed by the hole numbers of the desired partial results, usually 9,6,3,1
- For Hardest/Easiest, the difficulty levels of the holes are already used as they are stored in the course data; 9,6,3,1 also remains here, this is the only way to ensure that the holes with the difficulty level according to the handicap keys (as entered in the course data) are used (handicap distribution key of the course data: 1, 18, 3, 16, 5, 14, 7, 12, 9).
- Hardest/easiest in a 9-hole tournament can also be set to 9,6,3,1: after comparing all 9 holes, 6 holes are compared, then 3 and then 1!

- If you select the other option, the player with the better or worse handicap comes first if the overall result is the same. **_suitable for game form SINGLE_** suitable! For **_Foursomes game forms_** the handicap used here is the **_added course handicap_** of the two jointly scored players is used for the calculation (always starting HCP of the 1st round)!
- Last selection: in the gross net result and vice versa: If the gross result is played, the player with the better net result wins, and if the net result is played, the player with the better gross result wins.

- All options that are based on the HCP do not appear in official golf rules, they are special types of stakes and should therefore be used in exceptional cases.

Click here for more details: Results list with sting details

Blind hole

As of July 2023 - new possibilities will come with PC CADDIE version 14.1, which will not interfere with the HCPI relevance check with the DGV when using blind hole in the price settings.
Read about this in our update wiki ⇒Set blind hole with the prices

If you **Blind Hole** to „Yes" (**Germany - please only for non-HCPI relevant tournaments**), the tournament is initially defined here as a „blind hole" without specifying the holes to be scored (e.g. for publication). When entering the results, all hole results are recorded for the players as usual.

Germany - for HCPI-relevant tournaments please use Blind-Hole "Prizes" and set the prize directly in the prize settings, also with the respective holes!

After the draw for the holes to be scored **the holes to be rated are entered in the blind-hole query**. A correctly calculated results list can be printed out immediately afterwards. In the case of such a blind hole scoring, the result is only calculated from the holes specified here. The blind hole scoring can be switched to „No" at any time - the result is then calculated for all 18 holes and can be printed directly.

PLEASE NOTE: The „technical" hole number must always be entered here in the order of the scorecard. For a 9-hole round on the course data of the back nine, you can name the hole numbers in the course data „10, 11, 12, 13 etc". However, to include the result of hole „12" in the scoring, a 3 must be entered here, as this is the third hole in the scoring (of the course data set).

If a blind-hole competition is played over several rounds, 18 must be added for blind-hole holes from the second round onwards. For example, hole 3 of the second round is ultimately the player's 21st hole (18+3), so you can enter „21" in the blind-hole score in order to score it.
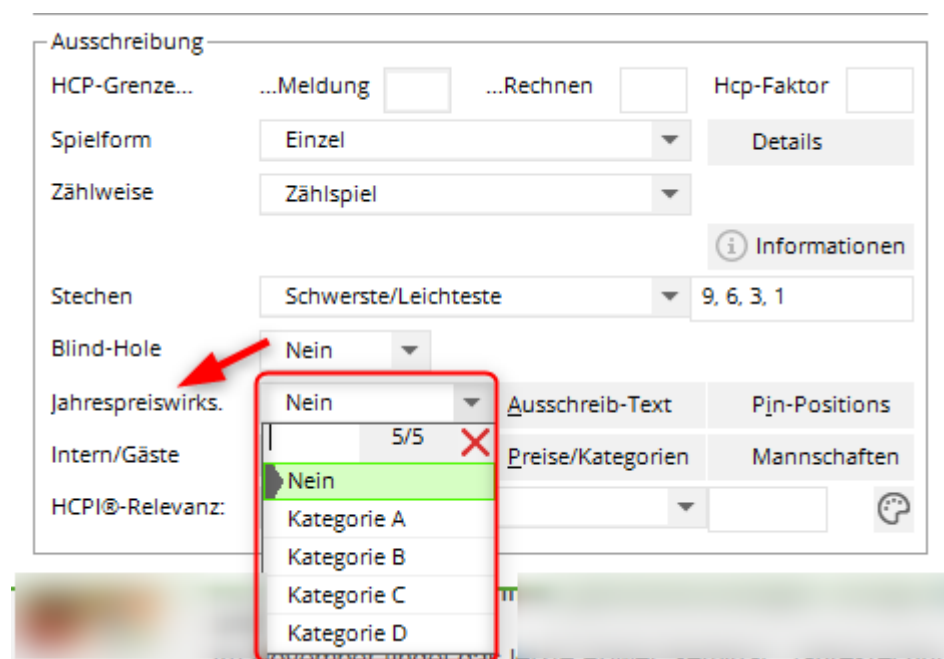
IMPORTANT: Blind holes cannot be **at the same time as team scoring** i.e. blind hole should always be set to NO when printing a team score!

IMPORTANT: As long as **Blind Hole is set to „YES", it is not possible to close a tournament** possible! Set Blind Hole to „NO" to finalise the tournament. (This is no longer possible after entering the results in Germany, which is why it is better to only process blind hole via the prizes).

For tournaments that have been cancelled (not all results are available), use the function Tournament cancellation

Annual prizes

In the field **Annual prizes** field, you can enter whether the tournament should have an annual prize effect. You can choose between „No" and „Category A" to „Category D".

The setting in the tournament initially only ensures that it can be published if the tournament has an annual price effect.
Read under Annual prizes for more information on the evaluation options.

Internal tournament/guest tournament

At **Internal/Guests** you determine whether all players are allowed to play in this tournament („Open"), only members („Internal") or only guests („Guest Tournament").
The selection „Invitation tournament" is only displayed with the module PCCADDIE://ONLINE-Turniermanagement module on the Internet.

Handicap relevance

At **HCPI Relevance** you have the following options:

- The selection „HCPI Relevance" is only offered to you for forms of play for which you make the entry (according to the announcement and regulations of the golf associations) whether these tournaments are played Handicap Relevant or not Handicap Relevant. This line disappears completely for all other forms of play.
- In the variant for „Tiger and Rabbit", only the results of players from HCPI 26.5 are calculated as handicap relevant. The results of the other players are sent to the handicap history sheets of the golf associations as not HCPI relevant.
- The option „Registered Private Rounds" gives you the possibility to play many RPR in one tournament.
- In **Austria** there are no RPR selections here, as EDS rounds are processed directly in the admin area of the golf club, on the ÖGV server.

Prices/categories

Via the button **Prices/Categories** button to define the **price definition** button. Please read how to define these at Price evaluation .
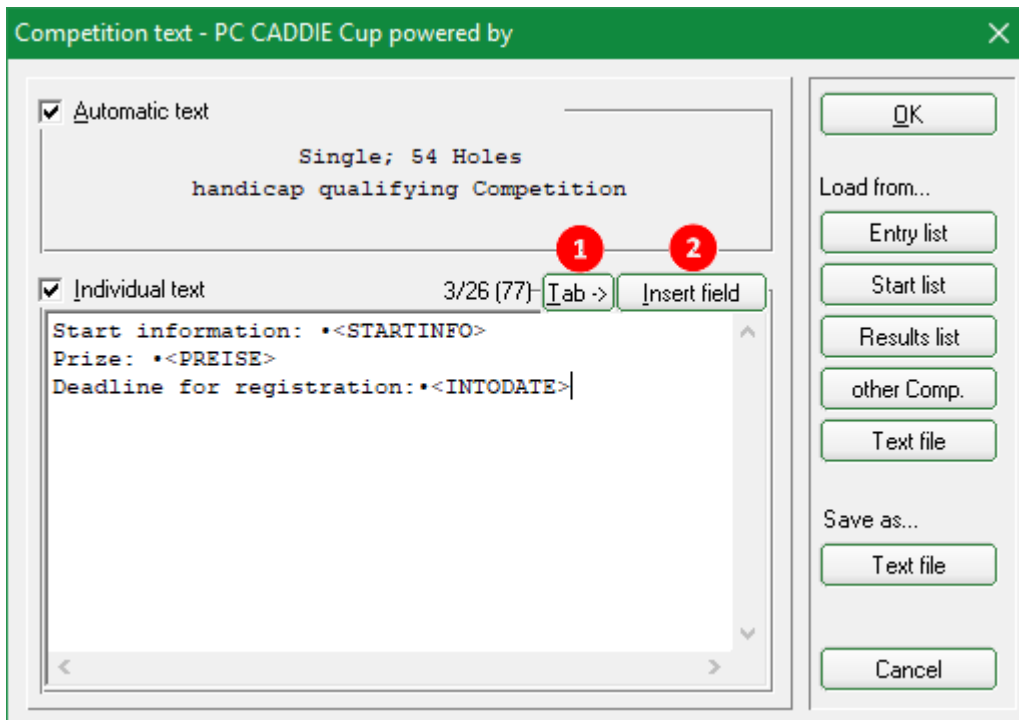
Teams

The button **Teams** button to define pro-am rankings, for example, or to define team rankings for league or interclub tournaments. Pro-Am tournaments are normally organised as individual events with team scoring. You can find out more about this topic at Team evaluation .

Pin positions

The **pin positions** can be printed separately on blank paper or integrated into scorecards. Read more about this at Pin-Positionen .

Tender text

Click on the button **Tender text,** button to generate it:

You can enter a customised text here. The font in the editing window is not proportional, but will be printed later in the freely selectable proportional font. It is therefore also necessary to set tabs here, which determine which positions should appear flush with each other. The tabs are set by clicking on the button **Tab →** (1) button and displayed as a small rectangle. To the right of this is the button **Insert field** button (2), which you can use to add practical commands:
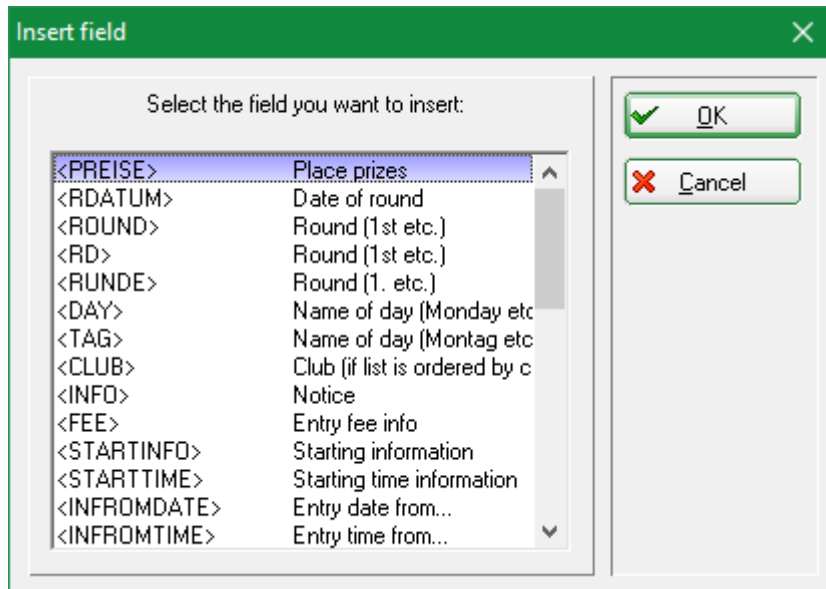
The following fields can be used in the tender text, for example:

<PREISE>	List of defined prices
<RDATUM>	Date of the current round („31.10.11")
<R>	Round number („2.")
<RD>	Round number, English („2nd")
<TAG>	Day („Monday")
<DAY>	Day, English („Monday")

Above the text window, to the left of the Tab button, the row and column position is displayed. Usually about 70-75 characters fit in one line. The number of lines is practically unlimited.

The buttons on the right-hand side of the dialogue window can be used to transfer the text from other text areas within the same tournament (from the entry list, the start list or the results list) (**Load from…**). You can also load the texts from other tournaments. You can also save your standard entry texts as text files (**text file**) and of course load them again. It is not possible to print this entry form directly. The text entered here will be printed later in connection with the entry list (entry list) or start and result lists.

QeSC - Tournaments with qualified electronic scorecard

Information can be found under: QeSC - Tournaments with qualified electronic scorecard

Tournament on the Internet

How to prepare a tournament so that it can be transferred to the INTRANET of the German Golf Association (DGV) and also to SwissGolfnetwork (SGN) can be read here in the section Creating a tournament in PC CADDIE

Entry fee

All information about entry fees can be found here: Nenngeld

Copy tournament data from another tournament

General

Tournaments are often similar; for example, a women's tournament that is held every fortnight in the same format with the same announcement texts and the same prize divisions. First check whether the tournament you want to copy is set up correctly. **For series, always create the first tournament of the year manually (without copying).** Then proceed as follows for other identical tournaments:

TIP In such cases, you can simplify your work:

1. First create copies via **New** (1) to create a new tournament.

2. Then click on **Copy** (F6) (2) so that the following query opens:
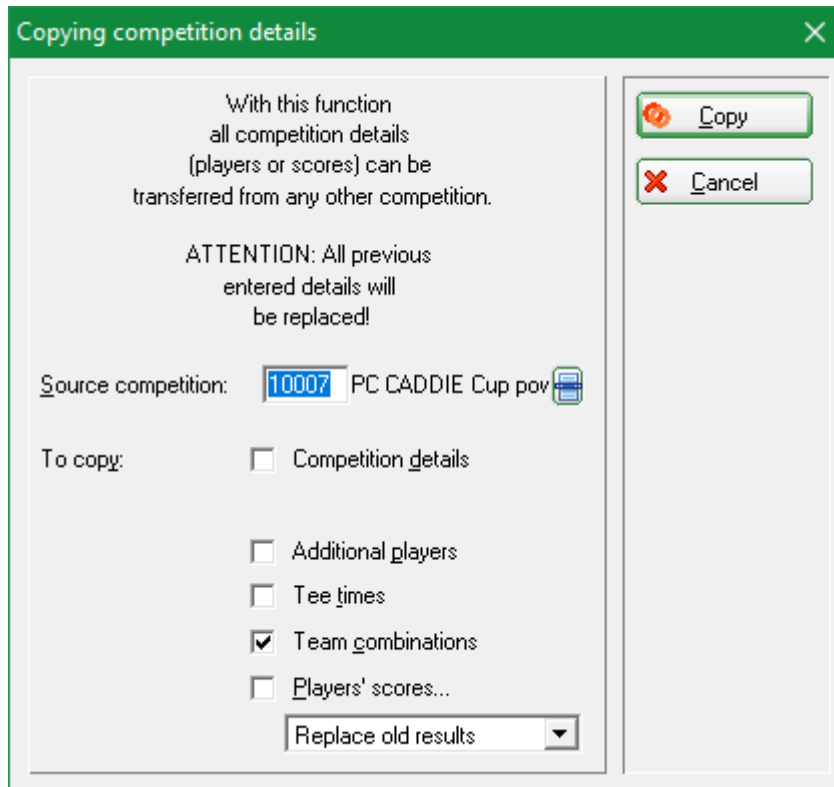
3. Then select the relevant options and confirm with **Copy.** At the confirmation prompt, click on **Yes.**
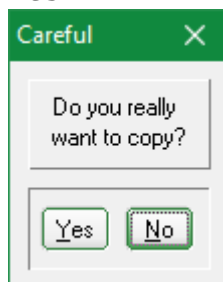
Only the <u>dates</u> (also regarding the Internet, registration limits, etc.) still need to be adjusted.

- <u>Transfer of the settings</u>
Select at **Source tournament** use the abbreviation or the list to select the tournament to be used as a template and select **Tournament settings.** If the same players always play in the tournament, select the option **additional players**. This will add all players from the copied tournament (source tournament) to the current new tournament. If you also want to copy the start times and team compositions, also tick **start times** and **team assignments.**
- <u>Transfer of the results to an overall tournament</u>
With the function **Copy tournament** function allows you to summarise the results of several tournaments, for example if you need an overall golf week ranking. You can first run each tournament as an individual tournament over 18 holes. For the overall ranking, you then create an overall tournament over a maximum of 90 holes (= 5 rounds). Then copy the **additional players,** the **scores** (with **Replace old results**) and, if applicable, the **team assignments** from the individual tournaments to the individual rounds of the overall tournament. You can then print a complete list of results for the golf week. If you have the module annual prizes module, you can do the overall ranking there.

Copying without HCPI relevance?

If, for example, you want to copy an HCPI-relevant tournament and the copy should be „not HCPI-relevant", this is no longer possible since the introduction of the WHS, even if you only need the copy because of additional price settings:

- Click on **New tournament**
- If you then click on **Copy** please do not tick **do not tick the tournament settings**but only copy the players with results! (the DGV no longer allows the copying of results in Germany from PC CADDIE version 14.1)
- Please remember to check all settings in the copy: Which tees are used? Are there individual tees? Which price settings do you need? Maintain these settings in the copy as usual!

Enter player

Via the button **Players** button takes you directly to the start list editor, which you can also access in the menu under **Competitions/Create players, organise start list** in the menu. Read more about Entering players, dividing up the starting list .

Enter results

Click on **Results,** to go directly to the results entry for this tournament. Read more about Ergebnisse eingeben .

Print

With the button **Print** button (F8) you can call up all print functions (entry list, start list, results list etc.). etc. You will be prompted to select the desired list type.
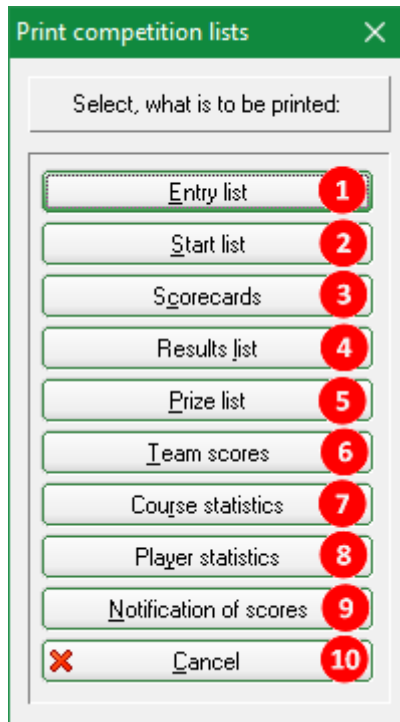
The following tournament lists can be printed:

1. Nennungsliste
2. Start list
3. Scorekarten
4. Result list
5. Price evaluation
6. Team evaluation
7. Platzstatistik
8. Spielerstatistik
9. Ergebnis-Mitteilungen
10. With **Cancel** to exit the print options.

Delete tournament

If a tournament has only been created without being transferred to the intranet, it can be deleted without any problems. First call up the tournament and then click on the button **Delete button.**

However, if it has been transferred to the intranet or has already been completed, it can only be deactivated:
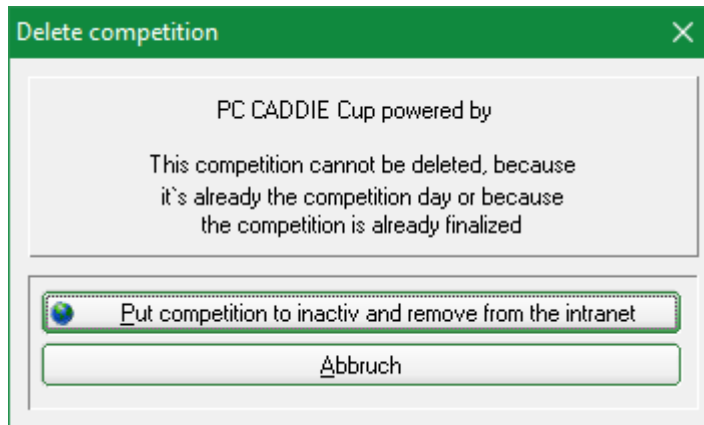
The tournament appears in light grey in the list of all tournaments:
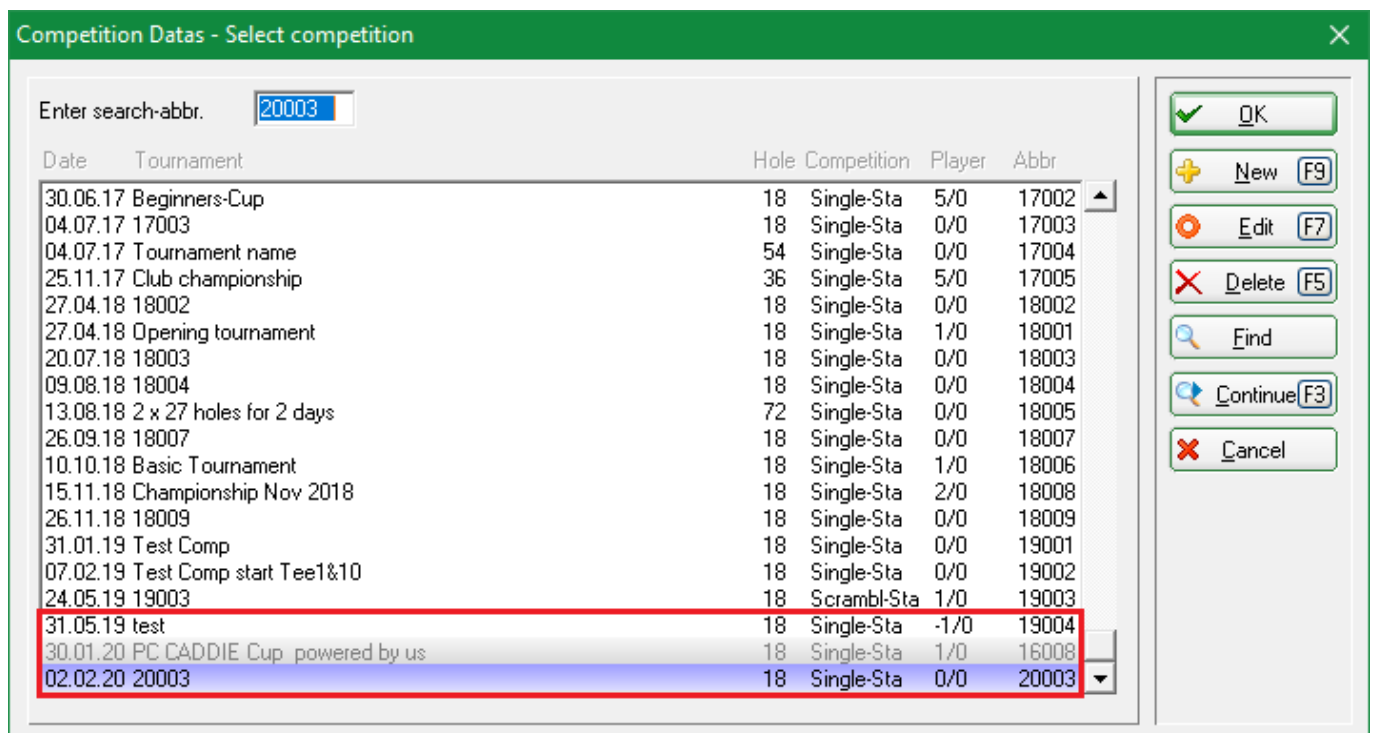
If you want to activate an inactive tournament, click as usual on **Change** (F11) and on **Internet.**

Change the **_display status_** accordingly:

Archive tournament

⚠️ Tournaments are not archived. You can only set individual tournaments to „inactive" in PC CADDIE with the delete button.
Basically, because nothing is archived, you have the option of viewing tournaments from previous years at any time. tournaments from previous years at any time.

Transfer tournament participants to the timetable

[Transfer tournament participants to the timetable](#)

Special features Austria

In Austria, only the „finished game forms" are permitted in the game forms (ÖGV), therefore other

game forms are not adjustable. Likewise, there are no RPR rounds in the „finished game forms", as RPR rounds in Austria are processed directly in the admin area of the golf club.

Special features Germany

HCPI relevance

You can set whether a single tournament is HCPI-relevant or not here:

- As soon as you transfer the tournament to the intranet via the „Internet" settings, the DGV intranet checks whether the setting for HCPI relevance is permitted.
- The intranet also carries out the check for foursomes competitions, although these are always played „not HCPI-relevant" and are also sent to the intranet without any action on your part.
- According to the DGV, the active „season" lasts from April to October, whereby in April and October you have the choice of whether a tournament should be counted as HCPI-relevant.
- During the months of May to September, all tournaments played in the „Singles" format must be HCPI-relevant. If you set a tournament to „NOT HCPI Relevant" during this period, you will receive an alarm in the intranet information window after an exchange with the DGV intranet, and the tournament will automatically be changed to HCPI Relevant. Special authorisations

must be clarified directly with the DGV.
- The check also applies during the months outside the season and the necessary information must be sent from the club management software, i.e. you will also receive a question in February, for example, which you should answer if you set a tournament to „NOT HCPI Relevant".
- Of course you can set a tournament to „HCPI-Relevant" all year round without any further enquiry.
- The procedure also applies to every RPR (private round), but in this case it runs completely automatically, without any action on your part. A registered private round is always HCPI-relevant.

Example of the HCPI relevance check procedure

The tournament takes place in February, the course is probably not playable according to the rules. You request that the tournament be cancelled as „not HCPI relevant". In this case, an „automatic OK" is sent from the intranet, as the tournament date is outside the „season":

Do not forget to change the settings for the Internet and then transfer the tournament to the INTRANET.
You will receive the answers from the intranet with another intranet synchronisation (or automatically on an ongoing basis if you have the intranet service installed). You can see the results in the intranet

information window:

Example HCPI relevance not confirmed

The tournament takes place on 10 May (during the „season") and is set as „not HCPI-relevant".
After transmission to the intranet, you receive an alarm and the competition is automatically set to „HCPI-relevant".

Select the line with the alarm and click on „Edit":

With „Open tournament" you are directly in the basic settings of the converted betting game:

Now think about what you need to do:

- If the tournament was inadvertently set to non-HCPI-relevant during the season, simply update the publication of the tournament on the Internet.

- If the tournament is to be played „not HCPI-relevant", contact the DGV directly at handicap@dgv.golf.de

NOT HCPI-relevant during the season

During the season, competitions can be set as NOT HCPI relevant, with the reason DIVERS, if the competitions are not played according to the rules, e.g. 6 hole competition or 3 club tournament. These competitions are accepted as HCPI relevant, subject to change by the DGV.

With the setting „Course not playable in accordance with the rules" or „Sponsor tournament", please contact regularien@dgv.golf.de!

Course data from the intranet regarding HCPI relevance

If the course data is not loaded from the intranet, the tournaments are not recognised as HCPI-relevant and are automatically changed to NOT HCPI-relevant.