

# Tracking Pace of Play

- 1 Introduction
- 2 Video
- 3
- 4
- 5 Content
- 6 Downloadable Guide

# Introduction

The **Pace of Play Manager** allows you to track each Tee Times within the **Tee Time Admin Dashboard**. This is a manual process where you may log when rounds begin, log the next turn, and log the final time of play.

## Use Case(s):

- As an Admin, I would like to be able to log when a group begins their Tee Time, log the turn, and log the final time of play.
- As an Admin, I would like to track Pace of Play to run and export reports on average play time by member and by course.

# Video

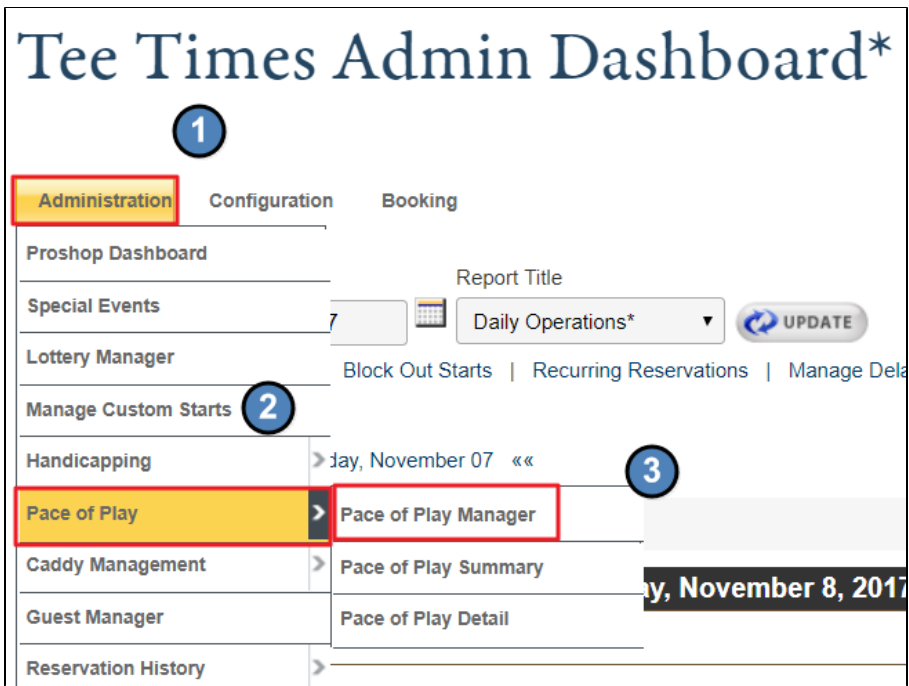
This video contains highlights from a training Webinar given on **Pace of Play**.

# Content

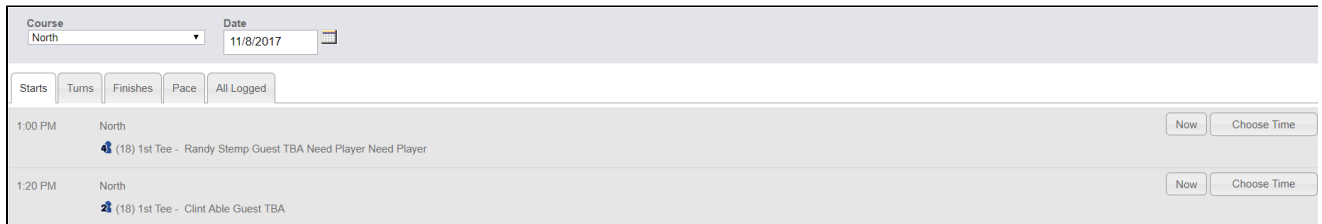
- Accessing Pace of Play
- Logging Pace of Play
  - Logging Turns
  - Ending the Play
- Reporting Pace of Play
  - Pace of Play Summary
  - Pace of Play Detail

## Accessing Pace of Play

To access **Pace of Play** begin on the **Tee Times Admin Dashboard**. Hover over **Administration** then **Pace of Play**, and click **Pace of Play Manager**.

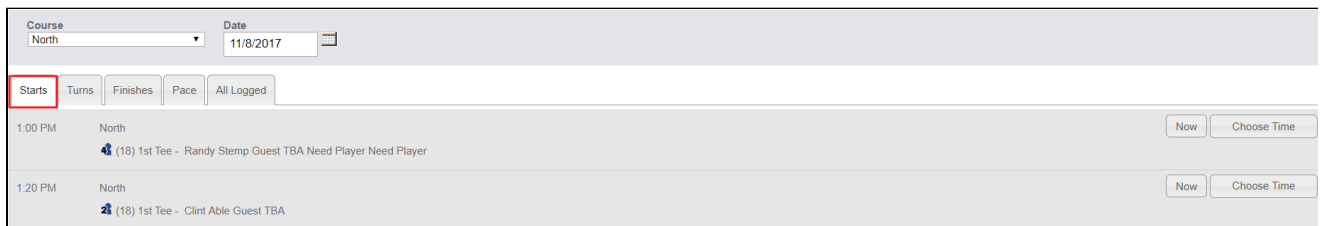


Once the page loads, you will see all of your potential tee times within the manager.

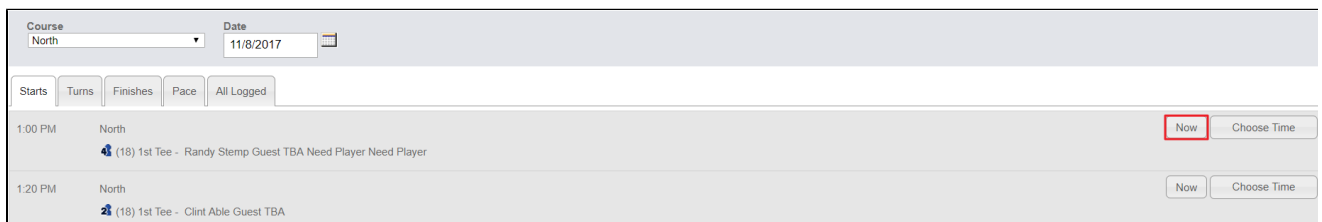


## Logging Pace of Play

To begin logging, simply **click on the Start Tab.**



To log the current time, **click now.**



To log a time in the future, or the past, **click Choose Time**.

Now Choose Time

**Choose Time**

Time  
12:00 am  
Hour

12a 02a 04a 06a 08a 10a 12p 02p 04p 06p 08p 10p

Minute

00 05 10 15 20 25 30 35 40 45 50 55

Now Update

## Logging Turns

To log a turn, **click on the Turns Tab**.

To log the current time, **click now**.

To log a time in the future, or the past, **click Choose Time**.

Starts Turns Finishes Pace All Logged

1:00 PM North

(18) 1st Tee - Randy Stemp Guest TBA Need Player Need Player

Now Choose Time

## Ending the Play

To end logging, **click on the Finishes Tab**.

To log the current time, **click now**.

To log a time in the future, or the past, **click Choose Time**.

Starts Turns Finishes Pace All Logged

1:00 PM North

(18) 1st Tee - Randy Stemp Guest TBA Need Player Need Player

Now Choose Time

**Click on the Pace tab** to view the overall pace of play for the game.

Starts	Turns	Finishes	<b>Pace</b>	All Logged
	<b>Front</b>	<b>Back</b>	<b>Course</b>	
<b>Last Hour</b>	1m	0m	1m	
	1m	0m	1m	
<b>Day</b>	1m	0m	1m	
* Denotes Projected Pace				

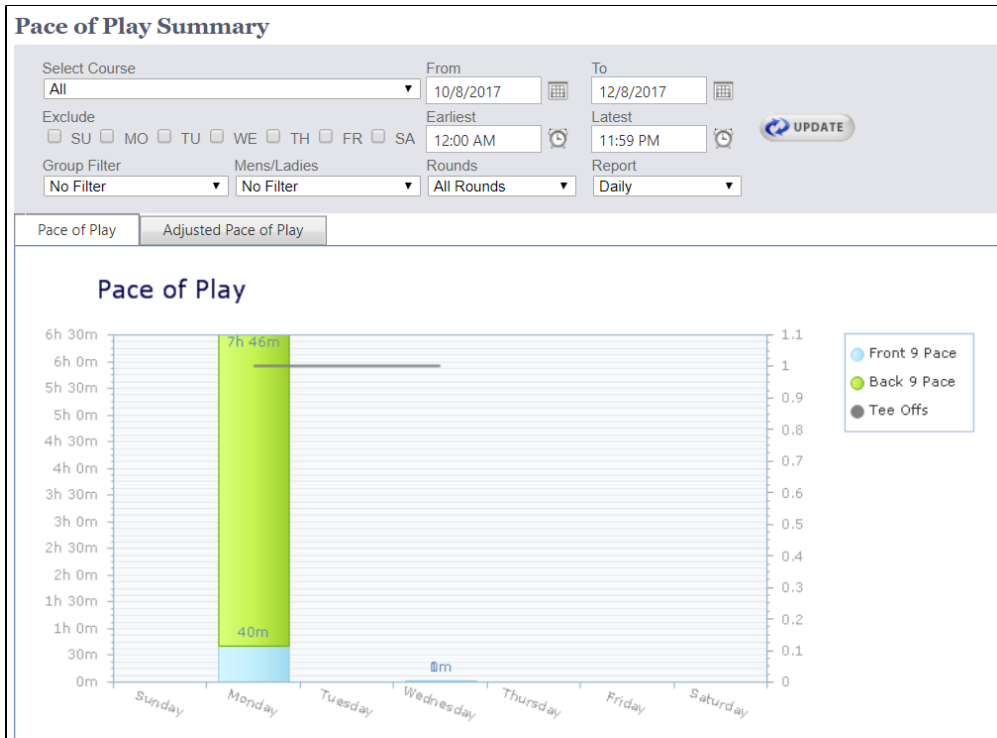
## Reporting Pace of Play

To access **Reporting** for **Pace of Play**, hover over **Administration** within the **Tee Times Admin Dashboard** then over **Pace of Play**. Click on either **Summary** or **Detail**.

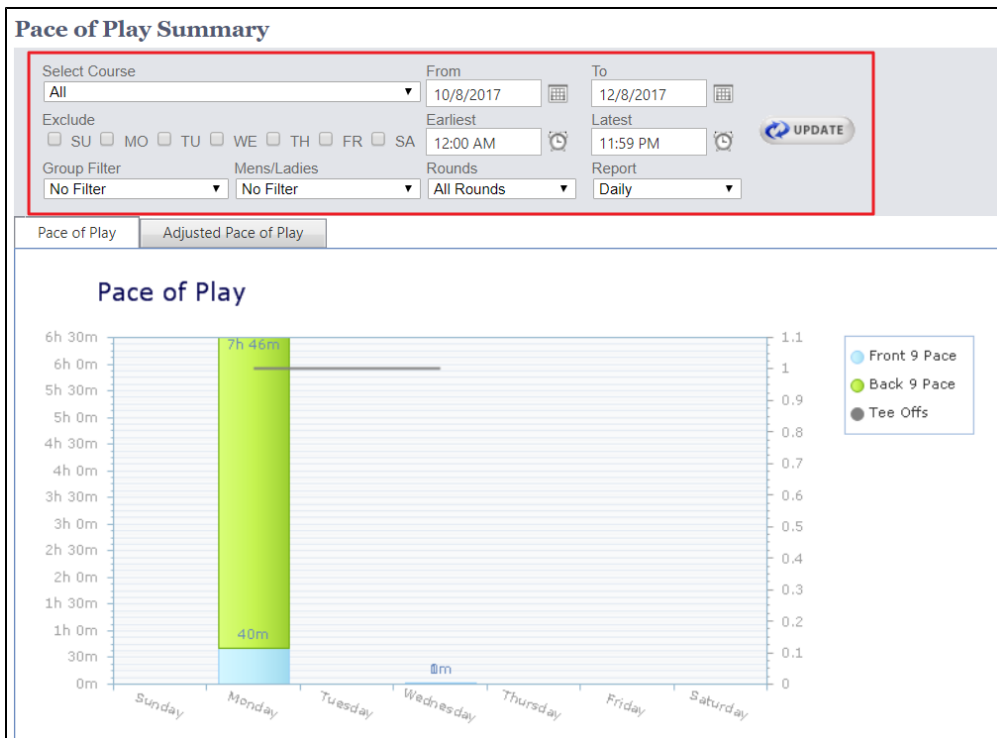
The screenshot shows the navigation menu of the Tee Times Admin Dashboard. The 'Administration' menu item is highlighted with a red box and a blue circle containing the number 1. The 'Pace of Play' menu item is highlighted with a red box and a blue circle containing the number 2. The 'Pace of Play Summary' menu item is highlighted with a red box and a blue circle containing the number 3. A red line connects the 'Pace of Play Summary' item to the 'Pace of Play Detail' item below it.

## Pace of Play Summary

**Pace of Play Summary** shows an overview of all rounds logged within the system. This report is best used to determine an average pace of play for each course you have.



At the top of the **Pace of Play Summary**, you have various filtering options to sort through data by: **Course, Dates, Days of the Week, Groups, Mens/Ladies, Rounds, and type of Report.**



## Pace of Play Detail

**Pace of Play Detail** shows details on particular members that have made tee times that have been logged in the **Pace of Play Manager**. This report is best used to determine playing times for particular people and reservations.

At the top of the **Pace of Play Summary**, you have various filtering options to sort through data by: **Course, Dates, Days of the Week, Groups, Mens/Ladies, Rounds, and type of Report.**

**Pace of Play Player Detail**

Select Course: **All Courses** From: 10/8/2017 To: 12/8/2017

Exclude:  SU  MO  TU  WE  TH  FR  SA Earliest: 12:00 AM Latest: 11:59 PM UPDATE

Group Filter: **No Filter** Mens/Ladies: **No Filter** Rounds: **All Rounds** Report: **Summary**

[Export to Excel](#) | [Export to PDF](#)

Member ID	Last Name	First Name	Front 9	Front 9 Adj	Back 9	Back 9 Adj	Round	Round Adj	Rounds Played
latham235813	LathamA	Emily	40m	40m	7h 46m	7h 46m	8h 26m	8h 26m	1
1698	Stemp	Randy	1m	1m	0m	0m	1m	1m	1

Additionally, you can export this report by clicking on **Export to Excel** or **Export to PDF**.

**Pace of Play Player Detail**

Select Course: **All Courses** From: 10/8/2017 To: 12/8/2017

Exclude:  SU  MO  TU  WE  TH  FR  SA Earliest: 12:00 AM Latest: 11:59 PM UPDATE

Group Filter: **No Filter** Mens/Ladies: **No Filter** Rounds: **All Rounds** Report: **Summary**

[Export to Excel](#) | [Export to PDF](#)

Member ID	Last Name	First Name	Front 9	Front 9 Adj	Back 9	Back 9 Adj	Round	Round Adj	Rounds Played
latham235813	LathamA	Emily	40m	40m	7h 46m	7h 46m	8h 26m	8h 26m	1
1698	Stemp	Randy	1m	1m	0m	0m	1m	1m	1

## Downloadable Guide

[Pace of Play Guide](#)