



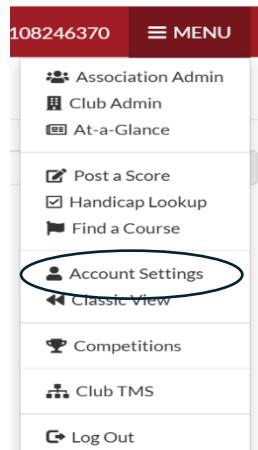
## How to Change Default Score Posting Method

### **Score Centre (for Player)**

1. Log in to the Golf Canada Score Centre at <https://www.golfcanada.ca> with your Golf Canada account information and click “Post a Score” in the top right corner.



2. Click “Menu” in the top right corner and then “Account Settings” from the options.



3. Under “Score Posting Method” on the left side of the page, select “Hole-by-Hole”.

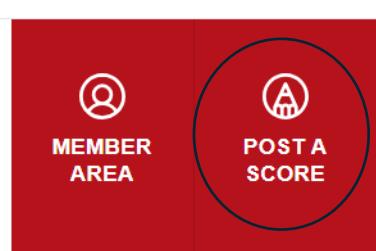
#### **Score Posting Method**

Total  Hole By Hole

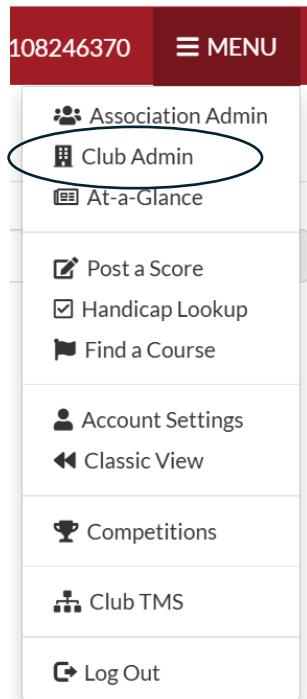


## Score Centre (for Club)

1. Log in to the Golf Canada Score Centre at <https://www.golfcanada.ca> with your Golf Canada account information and click “Post a Score” in the top right corner.

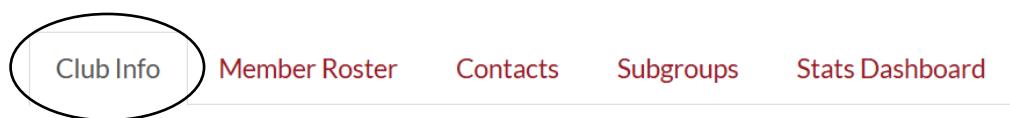


2. Click “Menu” in the top right corner and then “Club Admin” from the options.





3. From the options on the top of the Club Admin page, select the “Club Info” tab.



4. Click “Edit” at the bottom of the screen and scroll down. There will be a toggle option called “Require Hole-by-Hole posting. If it is not already checked off, please select the box to make the change to required Hole-by-Hole score posting.

- Is Active
- Manages Upgrades
- Ship Cards to Club
- Display Winter Handicaps
- Display Kiosk Ads
- Require Hole-by-Hole Posting (circled in red)

 Save

 Cancel

5. Click “Save”.