





## **OPTION 2. TO MAKE A TEE TIME BOOKING**

**(LESS THAN 5 DAYS OUT)**

- |                            |         |
|----------------------------|---------|
| To make a Tee Time Booking | Press 1 |
| To cancel                  | Press 2 |
| To edit                    | Press 3 |
| To return to the main menu | Press 8 |
| To exit the system         | Press 9 |
- 1) Please enter the ***date*** you wish to play  
MMDDYY... (i.e., November 01, 2007 would be 111007)
  - 2) The system will playback the date you have requested.

To accept	Press 1
To Reject	Press 2
  - 3) Enter your ***facility choice***

for MountainView	press 1
for The Preserve	press 2
for SaddleBrooke Ranch	press 3
  - 4) Enter the ***type of play***:

For 18 hole play	press 1
For 9 hole play	press 2
  - 5) Enter the 4 digit ***time you wish to play*** HHMM  
(i.e. for 0930AM enter 0930) (Earlier and later time may also be requested)
  - 6) Enter the ***Number of players in your party*** 1,2,3,4
  - 7) If the exact time is not available the system will repeat the closest earlier and closest later times.

For the earlier time	press 1
For the later time	press 2
  - 8) Enter the ***players in your group***

b) Enter the captain's (caller) member ID number	6 digit ID
c) Enter play #2's member ID number	6 digit ID
d) Enter player #3' s member ID number	6 digit ID
e) Enter player #4's member ID number	6 digit ID
  - 10) The system responds repeats the booking information with a ***confirmation number***.

to hear your confirmation number again	Press 1
to return to main menu	Press 8
to exit	Press 9

### **OPTION 3. TO MAKE AN EVENT REQUEST**

- 1 Enter the # for the *tournament* you wish to play.

Ladies 18 Hole Event	Press 1
Ladies 9 Hole Event	Press 2
Men's Club Event	Press 3
Sunday Couples Events	Press 4
9 Hole Couples Events	Press 5
return to main menu	Press 8
to exit	Press 9
  
- 2 Please enter the *date* you wish to play  
(i.e. for November 01, 2000 enter 110100) MMDDYY
  
- 3 Date information is played back to caller

To Accept	Press 1
To Reject	Press 2
  
- 4 Enter the *number of players* in your party. 1,2,3,4
  
- 5 Enter the *players on your team*

Enter the captain's (caller) member ID number (Captain's name will be recorded if not on file)	6 digit ID
Enter player #2's member ID number	6 digit ID
Enter player #3's member ID number	6 digit ID
Enter player #4's member ID number	6 digit ID
  
- 6 *Tournament information* is played back.

To Accept	Press 1
To Reject	Press 2

(If you press 2 the system will return you to the date you wish to play question)

If you did not hear your confirmation number, your request was not accepted by the system.

### **OPTION 4. REVIEW ASSIGNED TEE TIMES**

- 1 Review assigned times Press 1
  
- 2 Review assigned times and party you are playing with Press 2
  
- 3 Enter your member number 6 digit ID
  
- 4 The system will play back the assigned Tee times and the players if requested, then returns to the main menu

## **MAKING CHANGES**

When changes need to be made, enter under the appropriate option:

- Option 1            Tee Time Request
- Option 2            Tee Time Booking
- Option 3            Event Request

### **TO CANCEL A REQUEST**

Enter 1 to cancel an open request or 2 to cancel an event request..... 1,2

#### **TO CANCEL AN OPEN REQUEST**

Enter your 5 digit confirmation number..... 5 digits

The system repeats back the request information

Press 1 to delete or 9 to keep ..... 1,9

*YOUR TEE TIME REQUEST HAS / HAS NOT BEEN DELETED.*

#### **TO CANCEL AN EVENT REQUEST**

Enter your 5 digit confirmation number..... 5 digits

The system repeats back the request information

Press 1 to delete or 9 to keep ..... 1,9

*YOUR EVENT REQUEST HAS / HAS NOT BEEN DELETED*

### **TO EDIT A REQUEST**

Enter 1 to change the time, 2 to change the players or 8 to return..... 1,2,8

Enter your 5 digit confirmation number ..... 5 digits

#### **TO CHANGE THE TEE TIME**

Enter the 4 digit time you wish to play (i.e. for 9:30AM enter 0930) ..... HHMM

(Earlier and later time may also be asked)

*YOUR REQUEST HAS BEEN CHANGED* (repeat new time)

If you do not hear this your request has not been changed

#### **TO CHANGE THE PLAYERS**

Press 1 to add a player or 2 to delete a player..... 1,2

#### **ADD A PLAYER**

Enter the new players number ..... 6 digit ID

*YOUR REQUEST HAS BEEN CHANGED*

If you do not hear this, your request was not changed

To add another player to this request press 1 or to return to main menu press 8

If unable to add players to this request the system will say "Sorry, no additional players can be added to this request")

#### **DELETE A PLAYER**

Player 2's number/name will be spoken. Press 1 to delete the player,

2 to replace the player or 8 to keep the player ..... 1,2,8

(If replacing player 2)

Enter player 2's replacement member number ..... 6 digit ID

***YOUR REQUEST HAS BEEN CHANGED***

Player 3's number/name will be spoken. Press 1 to delete the player,  
2 to replace the player or 8 to keep the player ..... 1,2,8  
(If replacing player 3)  
Enter player 3's replacement member number .....6 digit ID  
***YOUR REQUEST HAS BEEN CHANGED***

Player 4's number/name will be spoken. Press 1 to delete the player,  
2 to replace the player or 8 to keep the player.....1,2,8  
(If replacing player 4)  
Enter player 4's replacement member number ..... 6 digit ID

***YOUR REQUEST HAS BEEN CHANGED***

If you do not hear this, your request was not changed. Only player numbers 2,3, and 4 can be added, replaced or deleted. To change the captain number you must cancel and re-enter the request.

**TO EDIT OR CANCEL A TEE TIME**

Enter 1 to cancel reservation, 2 to change the tee time,  
3 to change the players, 8 to return to the main menu or 9 to exit.;..... 1,2,3,8,9  
Enter your member number .....6 digit ID  
(Member's name will be spoken, if not on file, system  
will ask to record member's name)  
Press 1 to accept 2 to reject.....1,2  
Enter your 5 digit confirmation number ..... 5 digits  
Reservation information is played back to caller

**TO CANCEL YOUR RESERVATION**

Press 1 to cancel, 9 to keep ..... 1,9  
***YOUR RESERVATION HAS/HAS NOT BEEN DELETED***

**TO CHANGE TEE TIME**

Enter the 4 digit time you wish to play (i.e. 9:30AM enter 0930)..... HHMM  
If exact time is not available the system will repeat the closest earlier  
and the closest later times.  
Press 1 to reserve the earlier time, 2 to reserve the later time,  
3 to choose a different time, 8 to return to main menu or 9 to exit..... 1,2,3,8,9  
If exact time is available, or if option 1 or 2 is selected above, the system will say  
***YOUR RESERVATION HAS BEEN CHANGED TO*** (Repeat new time)

**TO CHANGE THE PLAYERS**

Press 1 to add a player, 2 to delete a player, or 8 to return to main menu. .... 1,2,8

**ADD A PLAYER**

Enter the new player's #..... 6 digit ID  
***YOUR RESERVA TION HAS BEEN CHANGED***  
If you do not hear this, your reservation was not changed

If unable to add players system says "Sorry, no additional players accepted"

**DELETE A PLAYER**

Captain's number/name will be spoken

Press 1 to delete the player, or 9 to keep..... 1,9

Player 2's number/name will be spoken

Press 1 to delete the player, or 9 to keep ..... 1,9

Player 3's number/name will be spoken

Press 1 to delete the player, or 9 to keep..... 1,9

Player 4's number/name will be spoken

Press 1 to delete the player, or 9 to keep ..... 1,9

***YOUR RESERVATION HAS BEEN CHANGED***

If you do not hear this, your reservation was not changed