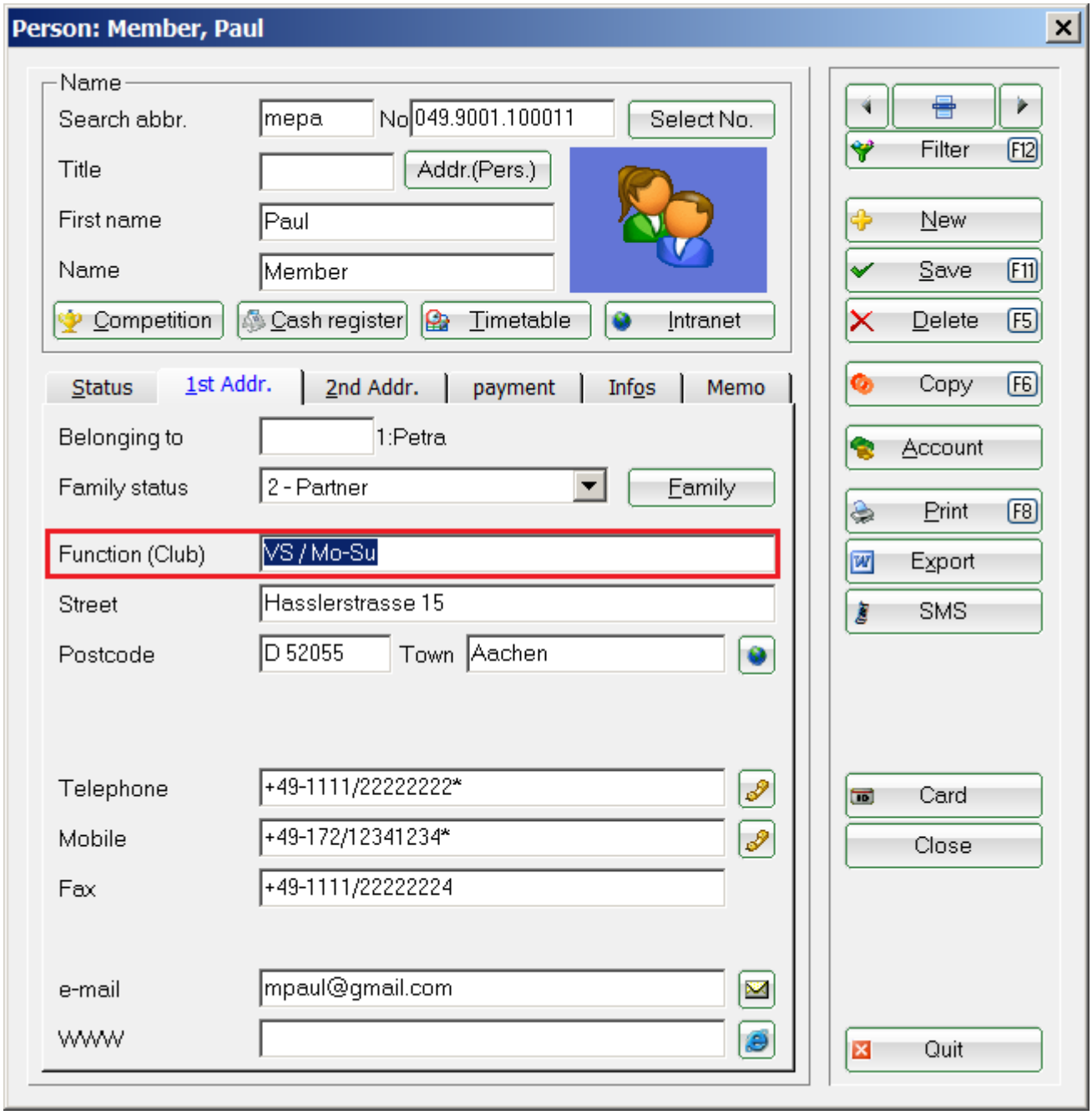
Order ID cards (ÖGV)

In Austria, passes are ordered directly via the golf.at website.

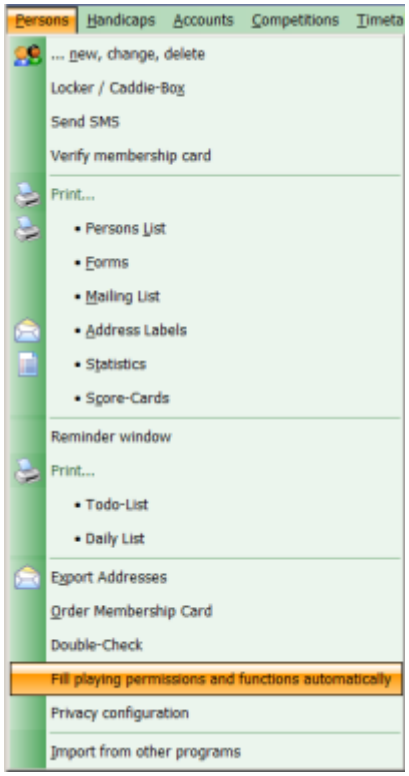
Show playing rights on cards

In order to have additional information printed on the ÖGV cards, the field **„FUNCTION IN CLUB“** can be used in PC CADDIE. This field is mainly used within the ÖGV to print the right to play, but can also be used for imprints such as: Manager, President, Secretary or Greenkeeper.

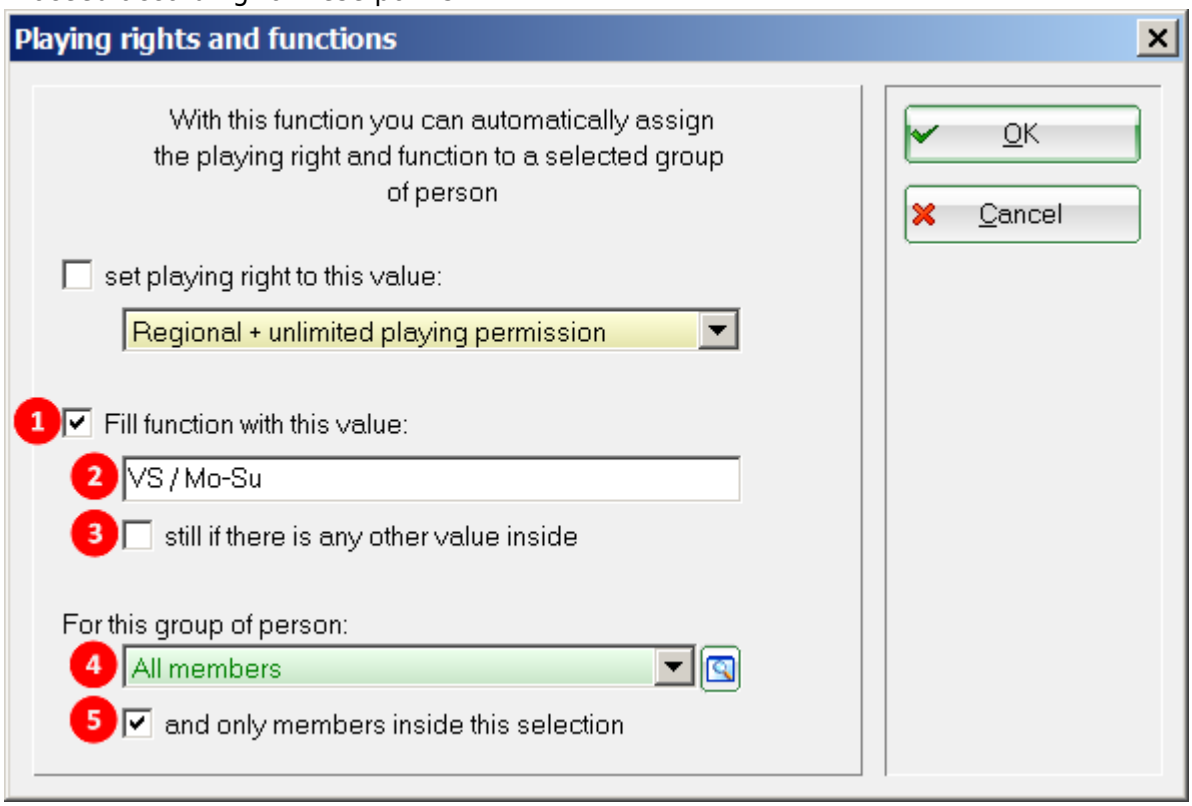


To avoid having to enter the playing right for each person individually, go to the function in the PC CADDIE menu: *PERSONS/AUTOMATICALLY ASSIGN PLAYING RIGHTS*.

Important Before you start with these points - please make a quick data backup quick data backup.

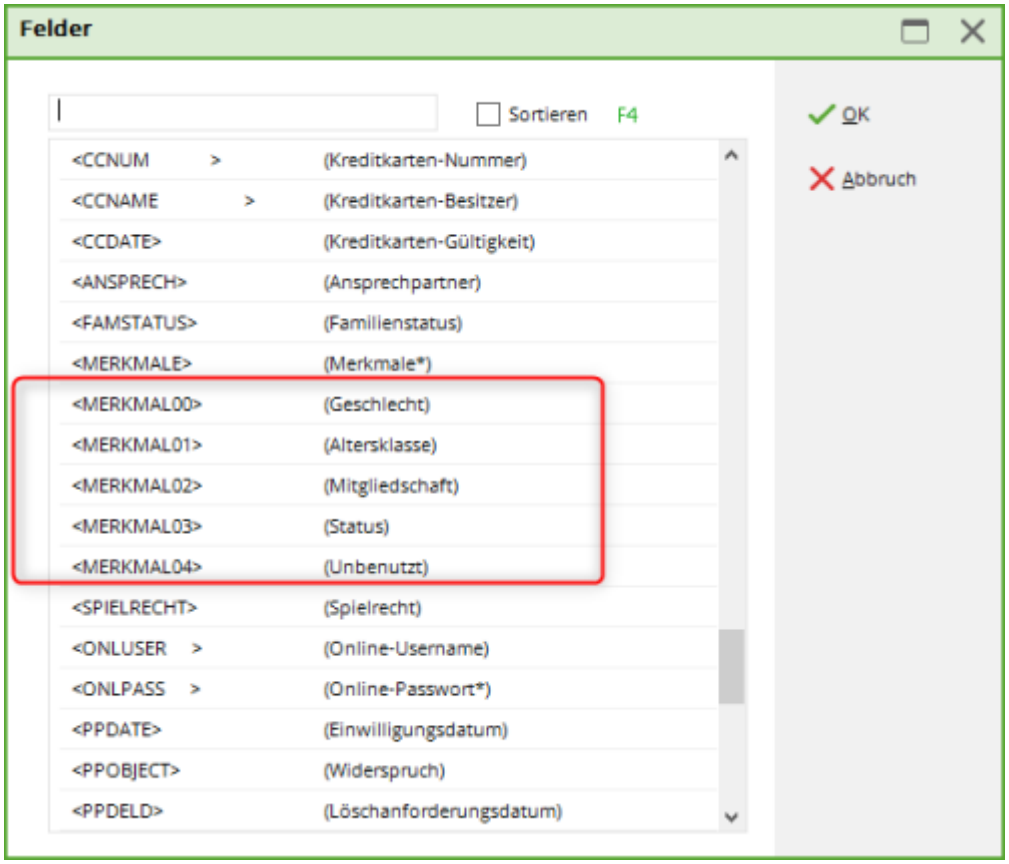


Proceed according to these points:



1. please tick the box so that the field is subsequently filled

2. the text to be printed on the card is inserted here. At this point you can also work with the characteristics fields from the list of persons, e.g. <MERKMAL02.> = Membership <MERKMAL03.> = Status.
Please note: the character length - max. 28 characters are allowed and: a dot must be set after the number of the characteristic.

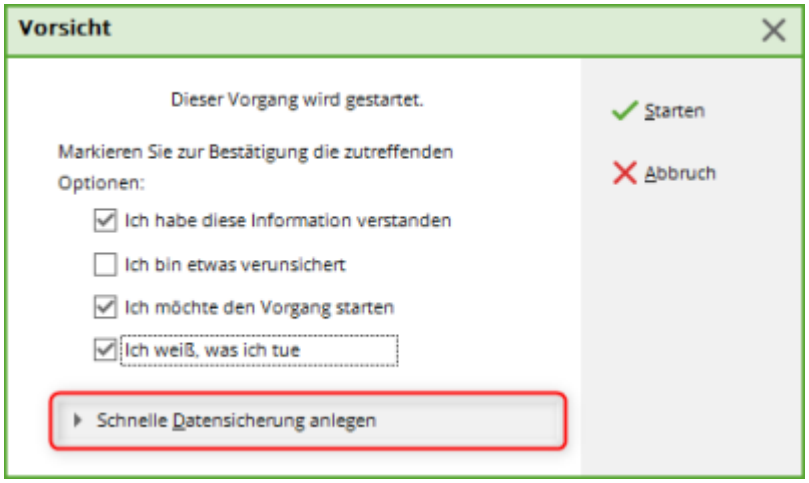


3. if this box is ticked, any function already entered will be deleted. If you want the functions already entered to remain, please do not tick this box.

4. you can define the person group here and thus assign the different memberships the appropriate playing rights.

5. tick the box **„and always only members“** in case of doubt - if you forget the „members only“ filter for a group of people, this tick will still only fill the field for your members.

Have you made all the settings? Then click on - **OK**



Please tick the correct answers - 1 to 3 answers can be correct.
If you have not yet carried out a quick data backup, please create one now at the latest.

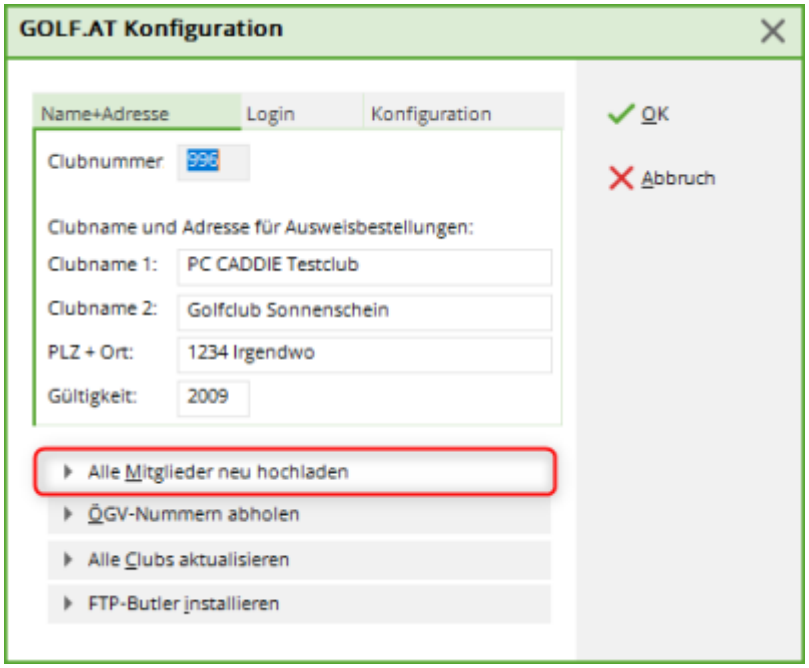
Then click **START** the assignment will start automatically.

Checking the assigned game rights

You can now use a list of persons with the field **<FUNKTION>** field to check the assignment of playing rights once again. If everything is correct, you can order.

Start badge order

Before you order the cards via PC CADDIE or via **Golf.at/Order/cancel individual cards** you must first upload all members via the PC CADDIE menu: *Settings/Programme settings/Intranet configuration/Re-upload all members* once again to Golf.at.



To **Golf.at/Order/cancel individual cards** you can, as shown in the picture below, also change the content of the field **„Function“** again.