

TO: Athletic Directors and Golf Coaches
FROM: Doug Davis, Sectional and District Manager
DATE: September 14, 2015
RE: Sectional Tournament: Division I Boys – River Greens Golf Course – Oct. 8, 2015

The Eastern District Athletic Board has approved using Baum's Page for the online management of their golf tournaments this fall. Please note the following:

*****NEW PROCEDURES for roster submission: coaches will need to create an account on baumspage. Make sure you include a cell number when you create your account!**

Roster Submission: Team and individual rosters must be submitted using the **Online Entry Form** on www.baumspage.com. All entries must be submitted before the entry deadline listed below.

- The online entry window will open on **Sunday, September 13th at 8:00 AM.**
- The online entry window will close at **8:00 PM on Monday, October 5th.**
- Changes to a team's line-up/roster can be made until the scheduled tee time for competition.

Online Entry Instructions:

1. The **Online Entry Form** at will be used in lieu of the printed OHSAA Entry Form.
 - a) You will need to create an account to entries. Please do so early!
 - b) Data entry should take less than 5 minutes so if you are not a "computer user" find an assistant, student, parent, or friend who is!
 - c) User accounts/passwords from last year were retained. Associations with sports were cleared. Athletes from last year were advanced one grade level and retained.
2. Click the **Online Entry** link at the www.baumspage.com.
 - a) Click on **Login here** if you already have an account or **Apply here** to create a new account.
 - b) Use • **Coaches** • | **Select Teams** to select your **School** and **Sport**.
 - i) Highlight your school and click **Get Available School Teams**
 - ii) On the **Select Sport** | select **HS Boys Golf** | **Make me the Coach**
 - c) Use • **Coaches** • | **Golf** | **Modify Athletes** to enter alphabetic roster.
 - d) Use • **Coaches** • | **Golf** | **Submit Rosters** to enter the tournament.
 - i) **Please submit your golfers in playing order!**
 - e) Use the **Contact Us** link on Baumspage if there are problems or questions.
 - i) In an emergency, call **Gary Baumgartner** at **513-594-6154** or **Terry Young** at **740-517-0195**.
3. Names and grades will import directly in the program used for scoring the tournament.
4. Pairings, tee times, and tournament results will be posted on www.baumspage.com.

Doug Davis
Tournament Manager
740-502-2817