

To: Tournament Managers/Computer Support Persons/DAB Golf Liaisons  
CC: Monroe Britton, Sport Administration  
Doyle Heisler, iWanamaker Founder  
From: Gary Baumgartner & Terry Young, Baumspage  
Re: Sectional Online Entry Instructions, Coach/AD Contact Info, Action Plan 9-1-23  
Date: September 1, 2023

The [2023 Tournament Regulations](#) and [2023 Tournament Managers' Manual](#) were posted on the OHSAA website this morning and we are ready to take the next steps. [iWanamaker](#) and the [OHSAA Golf](#) app is **Official Live Scoring App** for all **OHSAA sectional, district, and state tournaments**. [Baumspage](#) and the [Baumspage](#) staff will support and facilitate the integration with [iWanamaker](#). All tournaments have been created on both systems. [iWanamaker](#) will provide live scoring and [Baumspage Mobile Manager](#) will be used as the vehicle for posting complete results and transferring data from sectional to district to state.

- We are getting more comfortable integrating [iWanamaker](#) with [Baumspage](#) and will be able to help with both systems.
- Click the [Baumspage & iWanamaker Integration](#) link for flow charts, videos, and sample files.

Last year we learned a lot and this year we've are working with the Ohio Capital Conference Girls Tournaments. They have 4 divisions with 4 tournaments each over 5 weeks. They are using the [OHSAA Golf](#) app for live scoring and exporting results from the Leaderboard for import into [Mobile Manager](#). Complete can be posted s on [Baumspage](#) in less than 5 minutes after they finish.

- The first week only about 80% of the golfers entered scores with the [OHSAA Golf](#) app and the tournament manager added the scores after they finished.
- After the third week, the golfer's entries are almost 100% now.
- For those that do not enter live results, any coach or another golfer in their pairing could enter scores.
- After the results are confirmed and finalized on [iWanamaker](#), they can be exported from the leaderboard, imported into [Mobile Manager](#), and posted in less than 5 minutes.

Sectional tournaments begin in less than four weeks and the online entry windows for some will open in 9 days. We need to work together to make it work! All sectional and district tournaments are set up on both [Baumspage](#) and [iWanamaker](#). Rosters will need to be submitted on both systems. **We need for all managers and coaches to set up their accounts soon!** The online entry windows for most sectionals open on Sunday, September 10th. Please send your mailing to the participating coaches and athletic directors sometime next week.

#### Action Plan:

1. Please review the [2023 Tournament Regulations](#) and the [2023 Tournament Manager's Manual](#). New items and reminders include:
  - A. Section **VII Rules** include the 12 stroke limit for sectional tournaments only.
  - B. Section **IX Scoring** lists details for using the **PRINTED** scorecard as the **Official Card** and the OHSAA Golf app for live scoring.
  - C. Section **X Ties** lists tiebreaker procedures to determine order of play for the next tournament if the team or individual is not involved in a playoff affecting the number of qualifiers.
2. Please view the [OHSAA Post Season Video Tutorial](#) for [iWanamaker](#) & [OHSAA Golf](#) app ASAP!
  - A. The video is about 45 minutes and includes details needed for your sectional.
  - B. After viewing the video, install the [OHSAA Golf](#) app and create your account.
    - E-mail [support@iwanamaker.com](mailto:support@iwanamaker.com) and ask to be assigned as an OHSAA Tournament Manager.
    - You will be assigned as a **League Administrator** and automatically have **Manager** rights.
  - C. After your account is active you should be able to access your tournament, work through the setup, select the tees used, and the teams assigned to your tournament.
3. Please download and follow the [Baumspage & iWanamaker Sectional Golf Manager Checklist](#) detailing steps needed for the sectional tournaments.
  - A. The **Action Items (ASAP)** and **Pre-Tournament** sections are needed now
  - B. Please contact us if there are any questions.
4. Please include the [Online Entry Instructions](#) in the information to coaches and ADs for your tournament.
  - A. The first page includes tournament info and instructions.

- Remind coaches that their name as entered on their Baumspage account will be used when results are posted on the website and transferred to next level automatically if they have teams or individuals that qualify to the district or state.
- B. The 2<sup>nd</sup> page includes the **OHSAA Golf App powered by iWanamaker** info at the top as guidance for the coaches that haven't created **iWanamaker** accounts.
5. If you need **Coach/AD Contact Information** for the teams in your sectional, click the [TourPart9-1-23.xls](#) link and filter it to access the.
- A. Follow the instructions on **Page 2** of the [Tournament Participation Instructions](#) to filter for the teams in your sectional.
- B. We already did **Steps 1 to 7** for both genders and changed **Column B** to **Pick** in **Step 8**.
- C. Select your **Gender – District – Division** and filter the teams assigned to your sectional.
6. Please download and experiment with the [Baumspage Online Entries](#) and the [Baumspage App](#).
- A. We will use the [Baumspage Mobile App](#) as the vehicle for posting complete results and transferring data for sectional to district to state always. Data will import as usual.
- If there is a discrepancy between rosters from the [Baumspage Online Entries](#) and the **Seed Numbers** in **iWanamaker**, the [Baumspage](#) roster will be the official entry.
  - If you want to print **Team Scoresheets** and **Coach Cart Labels**, print them from [Mobile Manager](#).
  - Although you could enter front nine and back nine scores manually, with **Live Scoring** it will be more accurate to export them from **iWanamaker** and import them into [Mobile Manager](#).
  - Confirm that the hole-by-hole scores on the **Official Scorecard** match those in **iWanamaker**.
  - Golfers must remain in the scoring area until the scoring official confirms the scores are correctly recorded on both the **Official Scorecard** and **OHSAA Golf** app.
- B. See the [Baumspage-iWanamaker Transfer](#) flowchart or the last two minutes of the [Video Tutorial](#).
- It will take less than five minutes to export, import, review the scores, break ties for individual qualifiers, and use the **Post ALL to Baumspage** button to post complete results.
  - The **Post ALL to Baumspage** process will include the **Sectional Participation Report** and the **Advancers** that qualify for the next tournament.
  - If you want to experiment with the export from **iWanamaker** and import into [Mobile Manager](#) use the **Baumspage Sample HS Girls** and one of the completed OCC Tournaments.
- C. **For returning managers**, everything on [Baumspage](#) and the [Baumspage App](#) is still the same.
- If you want to do a **Quick-Review** and test the **iWanamaker** export to [Baumspage](#) import, we can do that in a few minutes.
- D. **If you are a new manager**, we would like to set up a **Quick-Start Conference** to cover the necessary details.
- Please call, text, or reply to set up a time. We can cover the basics in 15 to 30 minutes and can schedule more if needed.
  - We may need a second session to work with the import of **iWanamaker** data.
7. **Final actions needed now:**
- A. If you haven't already done so, please set up your **iWanamaker** account now.
- B. Include the [Online Entry Instructions](#) with your information to coaches and encourage them to create their **iWanamaker** accounts.
- C. Login to [Baumspage](#) and review as necessary.
- D. If you already have the teams assigned to your sectional, you can login to your **iWanamaker** account on your browser and select the teams for your tournament.
- See **Step 4. Teams** in the [iWanamaker Getting Started Guide \(for Sectionals\)](#)
  - You can also review **1. Details** and **2. Courses** now
- E. **The other steps will need to be completed later after the entry deadline.**
8. District Managers are receiving this email for information purposes only.
- A. All of your tournament data will import from the sectional tournaments on both [Baumspage](#) and [iWanamaker](#).
- B. Other than confirming the setups on both systems and testing the export/import you'll need to be patient.
9. Please note: There are two sample tournaments created in **iWanamaker** that can be used for testing.
- A. **OHSAA Girls Sample Sect: iWanamaker** and **OHSAA Girls Sample Dist: iWanamaker**
- B. The dates are set for December 27<sup>th</sup> so they'll be listed last when you filter upcoming OHSAA Tournaments.

- Click **Schools** | Select **OHSAA** | **Upcoming** | go to last page | select **Tournament**
- C. Any teams can be imported into the **OHSAA Girls Sample Sect: iWanamaker**.
- D. For the district, we can import data from the OCC Girls Tournaments into **OHSAA Girls Sample Dist: iWanamaker**.
- E. **There's no guarantee what you'll see when you access them, but it doesn't matter!**
  - All of the teams and entries can be deleted and reimported at any time.
  - The only problem is if multiple users are editing the same tournament at the same time!
- F. My brother and I are retired and can be available most anytime if you want to set up a quick-start session.
  - We don't know all the answers but are comfortable supporting [iWanamaker](#) and can assist with most functions.
  - If we can't answer your question, Doyle Heisler, Bryce Frydenlund, and the rest of the [iWanamaker](#) support staff have been really responsive when needed.
  - Please feel free to contact us if you have any questions or need help.

For [Baumspage Support](#) or help with [iWanamaker](#) entry call, text, or e-mail:

Gary Baumgartner	Terry Young	Ken Baumgartner
513-594-6154	740-517-0195	419-654-5849
<a href="mailto:gb@baumspage.com">gb@baumspage.com</a>	<a href="mailto:terry@baumspage.com">terry@baumspage.com</a>	<a href="mailto:baumkd@gmail.com">baumkd@gmail.com</a>

For OHSAA Golf app/iWanamaker Support:

<b>Email Support:</b> <a href="mailto:support@iwanamaker.com">support@iwanamaker.com</a>	<b>Phone Support:</b> (720) 984-2379
Monday - Friday from 6AM to 9PM MST	Monday - Thursday from 6AM to 6PM MST