JWGC Online Golf App Tee Time Booking Feature- Members User Guide

Dear JWGC Members,

We're pleased to announce the launch of the new Tee Time Booking feature on the Online Golf App, designed to make your playing experience at JWGC simpler and more convenient. We have introduced the app to our members for demo and testing from Oct 20th, to Oct 30th 2025 and held an interactive demo day session at the club house on 26th Oct 2025.

Starting November 1st 2025, all tee times must be booked through the app. **Slots for Nov 1st will open at 6:00 pm on Oct 30th 2025. I.e Slots open 2 days prior at 6:00 PM.**

Golfers need to book a slot to play a round of golf and card submission by end of the day is a must for every slot booked. Golfers can also submit their scores through the app.

To help you get started, we've prepared a short tutorial video that walks you through the entire booking process:
https://www.youtube.com/watch?si=0bTEdbDnY6BBgQWj&v=nWWafN8rD9g&feature=youtu.be

In case you have not installed the app, please download the Online Golf app from App Store and Play store.
IOS App Store link: https://apps.apple.com/in/app/online-golf-app/id1628790749
Android Play Store link:
https://play.google.com/store/apps/details?id=com.onlinegolf.app&pcampaignid=web_share
Web Browser login Url: https://onlinegolfapp.com/
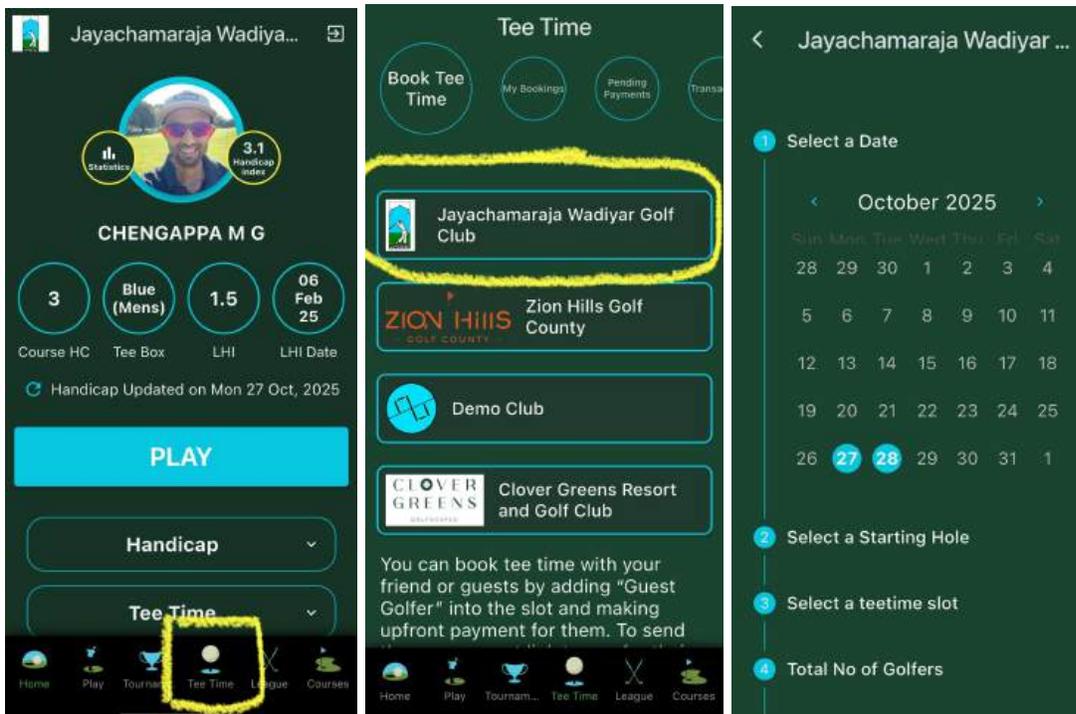
Please use your email/phone number as user id and your membership id as password (Example: A1000) or reset the password through forgot password option. Please ensure the phone number and email id is the same as the one provided to JWGC. Please contact Mallikarjun in case of any assistance or to reset your password / update your phone number or email.

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Please follow the step by step procedure to book a tee time through the online golf app:
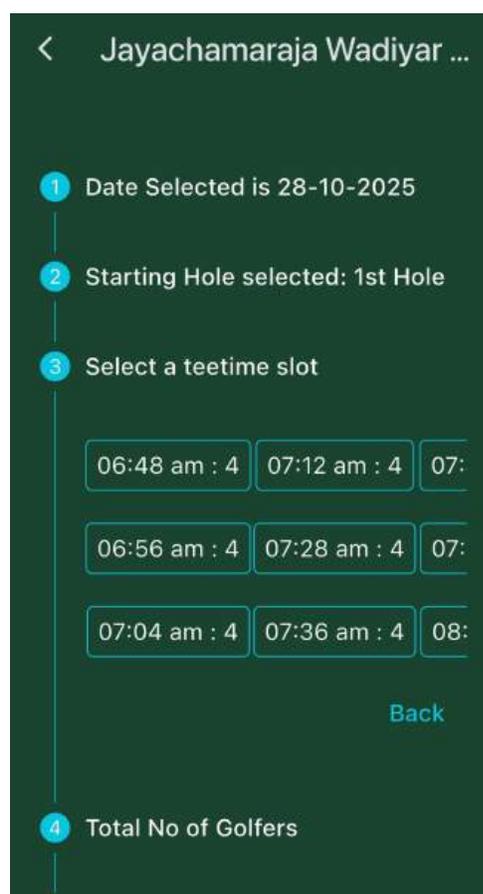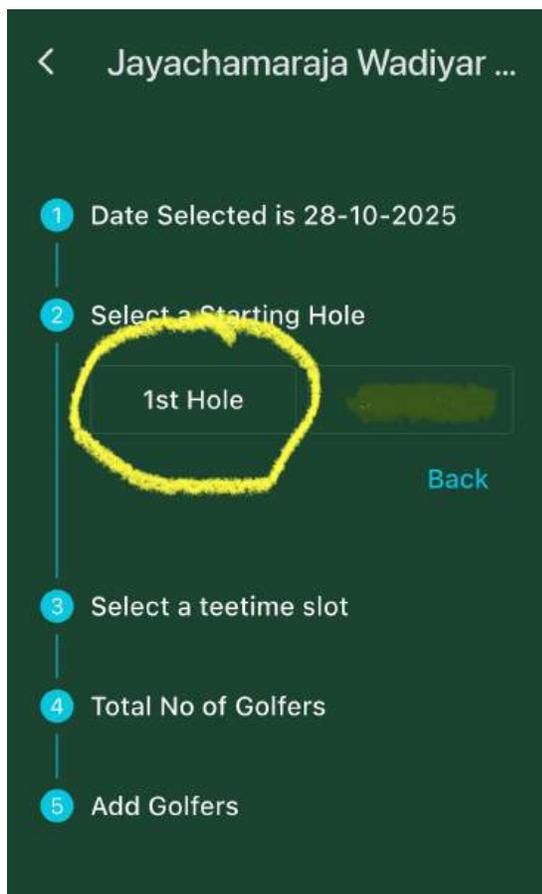

- ❖ Open the Online golf app and login using your Phone number / Email id (Contact the starter in case you need to update the phone number / Email)
- ❖ Enter your password (Default password is your membership number in upper case, Example: C0076), or you can reset your password if needed and follow the steps provided in the email that you receive. It is advised to change your password from the default password, if you have not changed it previously.
- ❖ Click on the "**Tee Time**" icon as highlighted in the above image.
- ❖ Select **JWGC** as shown in the second image above.
- ❖ **Select the date** on which the tee time needs to be booked, as shown in the third image above. Please note that only the tee times that are highlighted are open as the tee time opens 2 days prior at 6:00PM in the evening. To refresh the date screen , pull down the screen holding the month area on the screen.
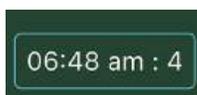
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Once the date is selected, please follow the steps as shown in the next set of images.

- ❖ Once the date has been selected, **click on the 1st Hole** button as shown in the first image above.

- ❖ **Select the tee time slot** that you would prefer. Only the tee slots that are available will show up.
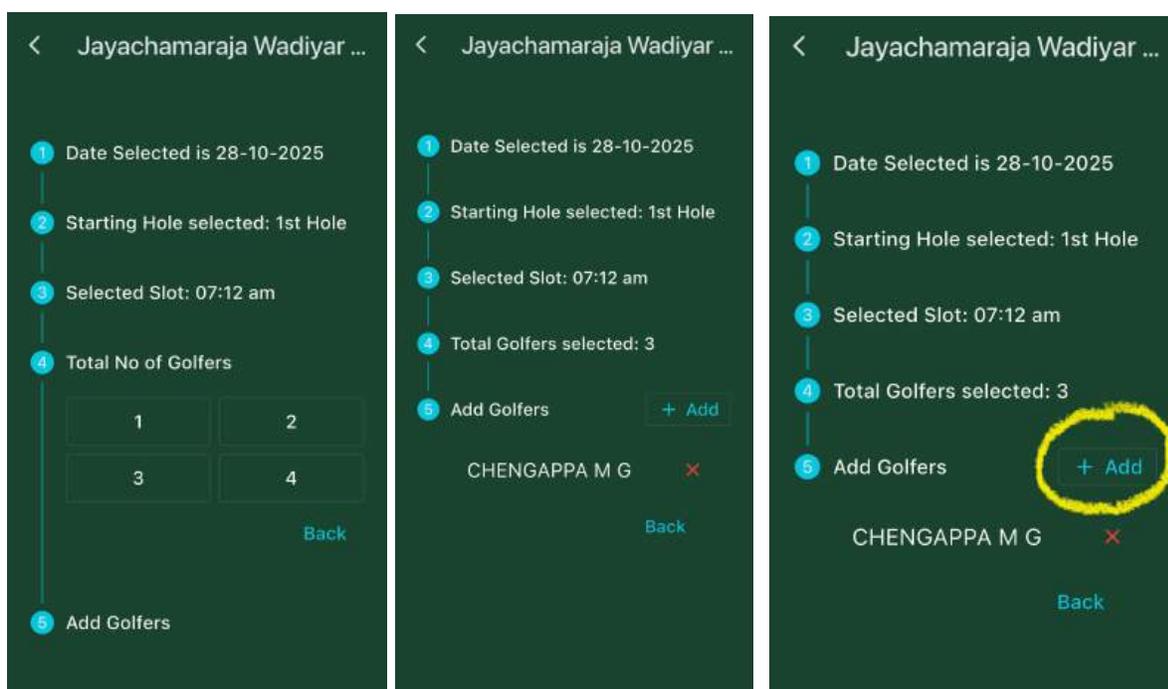

- ❖ The number next to the tee time as seen in the above image, shows the number of golfers that can book this tee time (4ball).

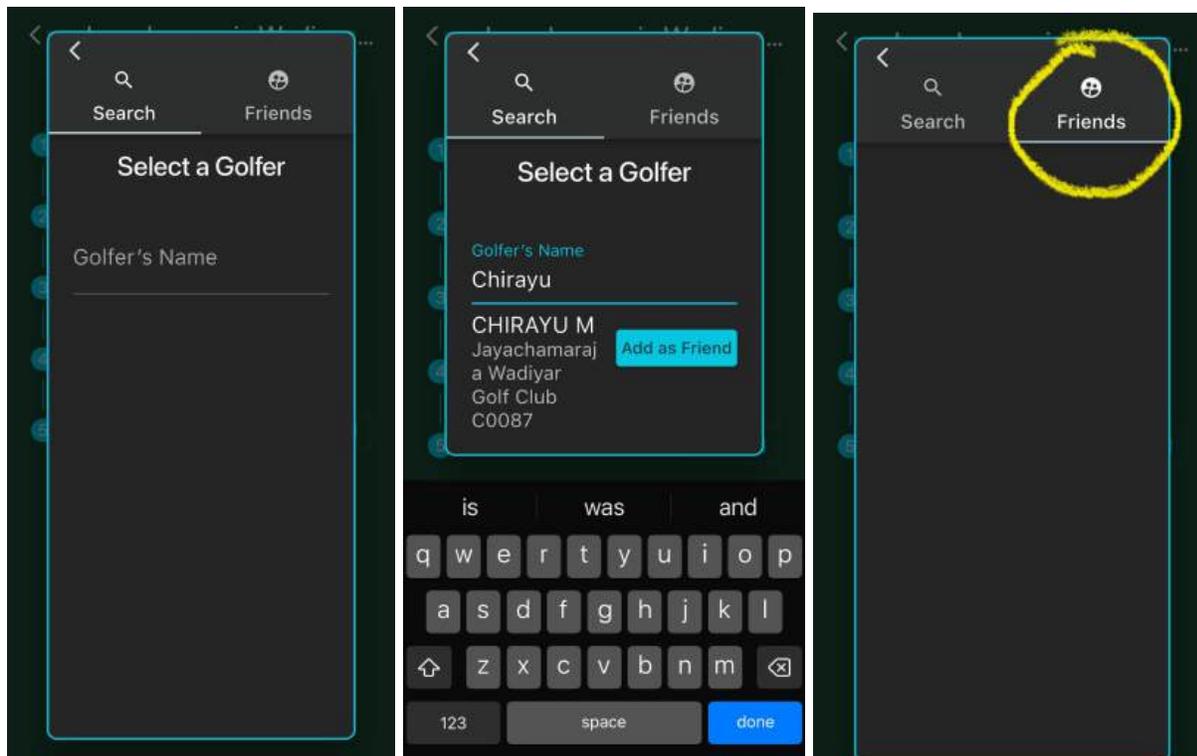# JWGC Online Golf App Tee Time Booking Feature- Members User Guide

❖ As per the rules set minimum number of golfers required per tee time during peak hours is 3, so there might be a single ball availability in some slots, which a member can book and join that group, which shows up as "1" next to the tee time.

❖ Once the time is selected, **select the number of golfers** that you are playing with, please note till 8:30am on weekdays only 3 ball are allowed and on holidays and weekends till 9:30am. After which single and 2 ball group can be booked per tee time.

❖ Once the number of golfers are selected, add the members who you are playing with in the next step, by clicking the "**Add +**" icon as shown in the image above.
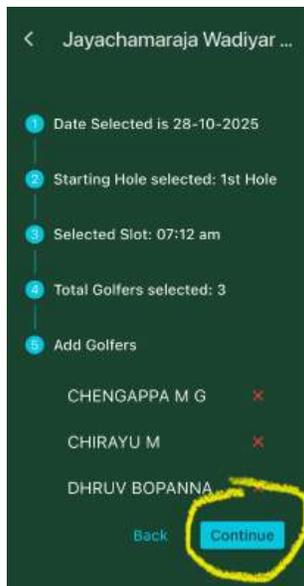
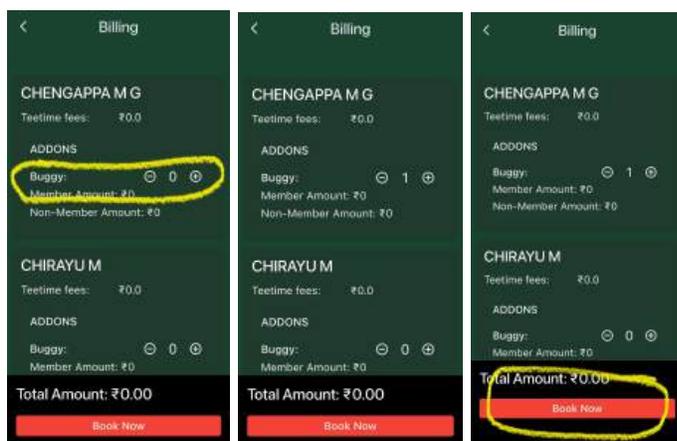# JWGC Online Golf App Tee Time Booking Feature- Members User Guide

- ❖ After clicking the Add+ icon, the above screen shows up, **Select search and type the golfers name's** and click on the name, which gets added to the list.

- ❖ By clicking on the **Add as Friend** button, the golfer gets added to the Friends list as shown in the last image above. This feature enables members to add golfers that they frequently play with and reduces the time taken to book a slot.

- ❖ Friends list can be created and saved beforehand by following the same process.

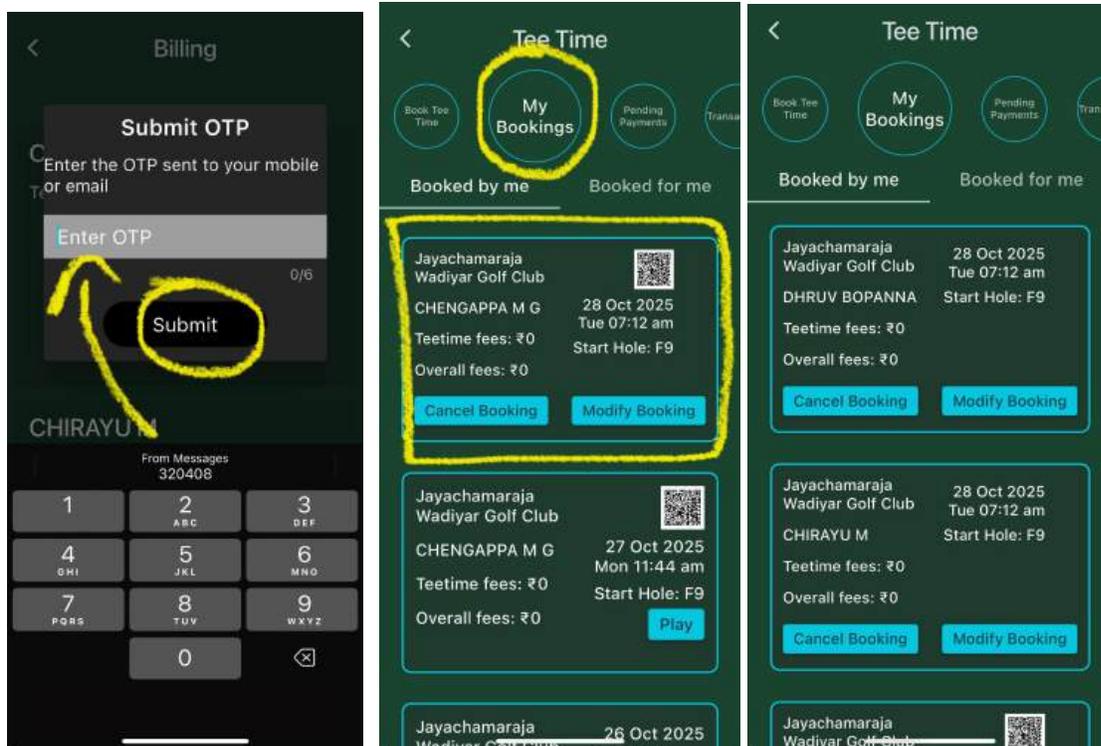# JWGC Online Golf App Tee Time Booking Feature- Members User Guide

❖ This screen shows the golfers added, Click on **Continue** and proceed to the next step.

❖ After clicking continue, there is an add on feature to book a **buggy**. Please click on **"+"** icon in case you need to book a buggy. Buggy fee will be charged as per applicable rates and the starter will allocate the buggy based on criteria defined by the MC.
❖ Click on the "**Book now"** icon and proceed to the OTP step.

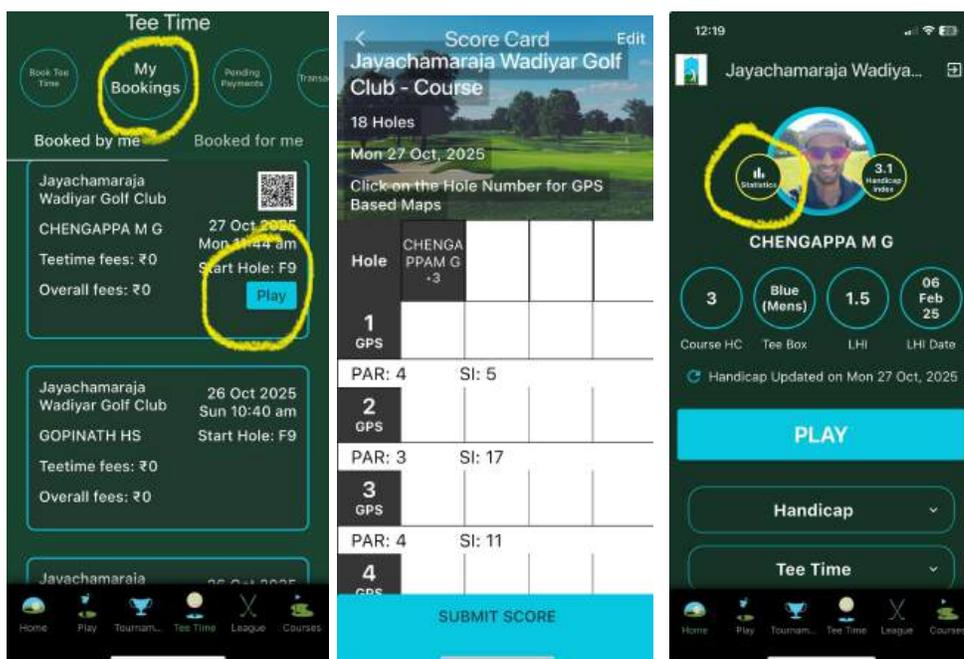# JWGC Online Golf App Tee Time Booking Feature-Members User Guide

❖ After clicking on the Book Now icon, the OTP screen comes up as shown above, Please enter the OTP sent to your registered Number or Email and click on submit to proceed ahead and complete the booking.

❖ The completed booking shows up in the "My Bookings" section of Tee time.

❖ During non peak time, the entire booking can be cancelled, or you can cancel / modify the booking by calling the starter.

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❖ To enter scores through the app, please follow the below steps. By clicking the Play icon and submitting scores after the round.

❖ To view your playing statistics, click on the statistics icon as shown in the last image below.

NOTE:

- Please ensure your app is updated regularly.
- Tee time opens 2 days prior at 6PM and is open throughout the day for booking available slots.
- Only open slots show up on the list of tee times.
- Each member will have 3 minutes to complete the process, after which the tee time slot will go back to the pool.

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- Peak time is defined on weekdays from 6:40 AM to 8:30 AM, where a 3 ball is mandatory to book a tee time and on Weekends and Holidays is defined till 9:30 AM, where a 3 ball is mandatory.
- Single or two ball booking is allowed in the non peak time. (i.e after 8:30am on weekdays and after 9:30 am on weekends and holidays).
- Each tee time is set apart by 8 minutes. Please maintain the pace of play.
- Tee time modification is possible only by the member who has booked the tee time. Given that they are not in the peak time duration. In case cancellation / modification is required, please contact the starter well in advance.
- Members can add guests by typing the name of the guest in the guest field or can be added by informing the starter.
- Please inform the starter prior in case of cancellations. To ensure fair access for all members, members who do not show up for their reserved tee time will be unable to book another slot for 7 days.
- Score card submission is mandatory after the round. Notifications will go out in case of non-submission and for subsequent non- submissions tee time booking will not be available for the next 7 days.

Thank you for your cooperation and continued support as we bring this digital improvement to JWGC. We look forward to seeing you on the course soon!

Warm Regards,
Hon Secretary, JWGC

Version Control:

Version 1.0	27 Oct 2025	Initial Document
Version 1.1	30 Oct 2025	Intro Text Changes, Web URL
Version 1.2	23 Nov 2025	Refresh screen feature