# SCORING

**I.  Access to the Drive Chip and Putt Portal:**

**Website:** www.drivechipandputt.com

**Username:** Email

**Password:** if you do not have your password text, call or email Erika Pirkl

To access the administrative side of Drive, Chip and Putt, go to the website listed above and log in accordingly. Any changes made in the DCP portal are live and will display to the consumers. We encourage you to use the portal as a tool to check on your registration numbers and add any additional information you would like you players and families to know on the Event Information page. **Please do not create pairings!**

Leading up to the event, you can work with Erika to access your facility's registrations (not available for the consumer to see). This is only information that you and Erika have access to. There are also ways to personalize each event page leading up to the event to update viewers on things like facility dress code, arrival times, practice area information, etc. If you are curious to checking out your current registration totals or editing your event page, check out the screenshot tutorials below once logged in.

- Registrations (tutorial on how to access player lists)
- Event Page (tutorial on how to customize the event page)

**II.  Entering Scores**

As players turn in their scorecards, you are responsible for entering in scores correctly. Like discussed in the training, you can conduct your awards ceremony once all players from that age / gender category have completed the competition. It is suggested to use a laptop / desktop with reliable internet connect.

- Scoring Tutorial (how to enter player scores)

**III.  Leaderboards**

It is suggested you use available scoresheets to manually record scores as you enter them into computer. You could also display the leaderboard on a TV or a computer monitor at scoring following the steps below.

a.  Go to your consumer facing event page (Your link will be provided to you).
b.  Click "leaderboard"
c.  you will need to manually change this after each division, it does not auto rotate through the divisions