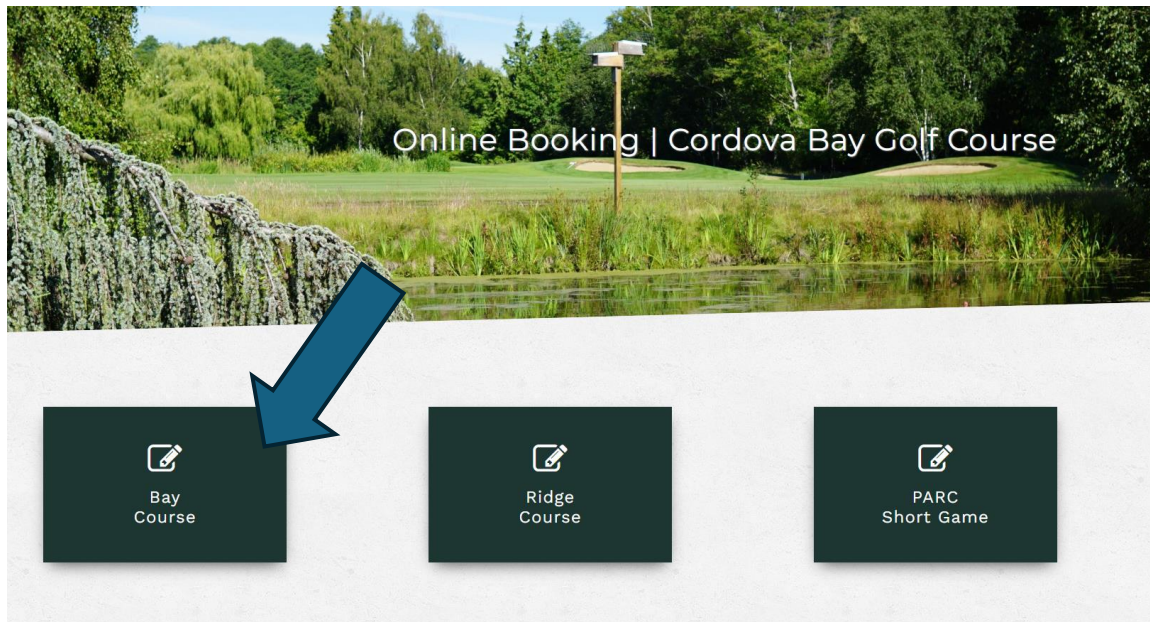
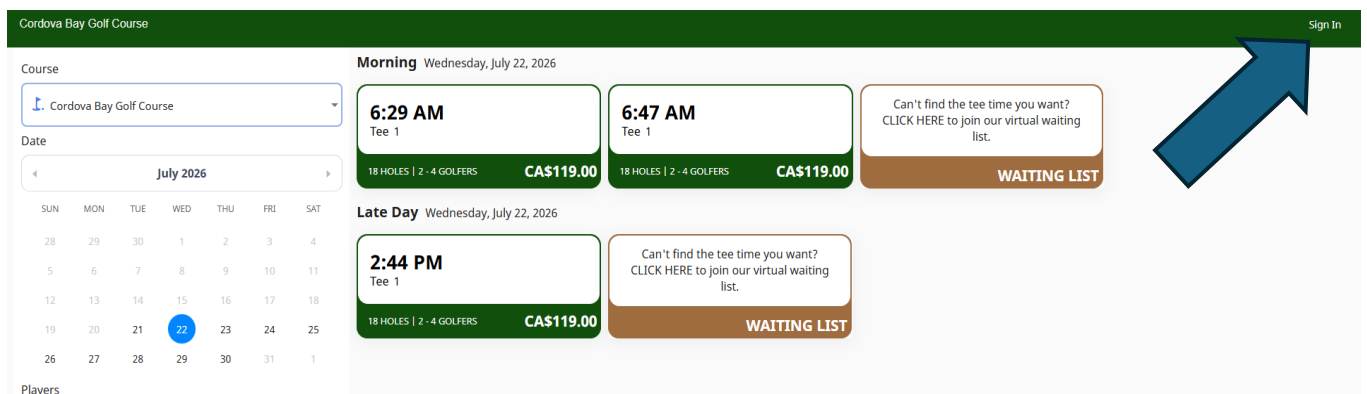


How to Manage Your Buddies for Web Booking

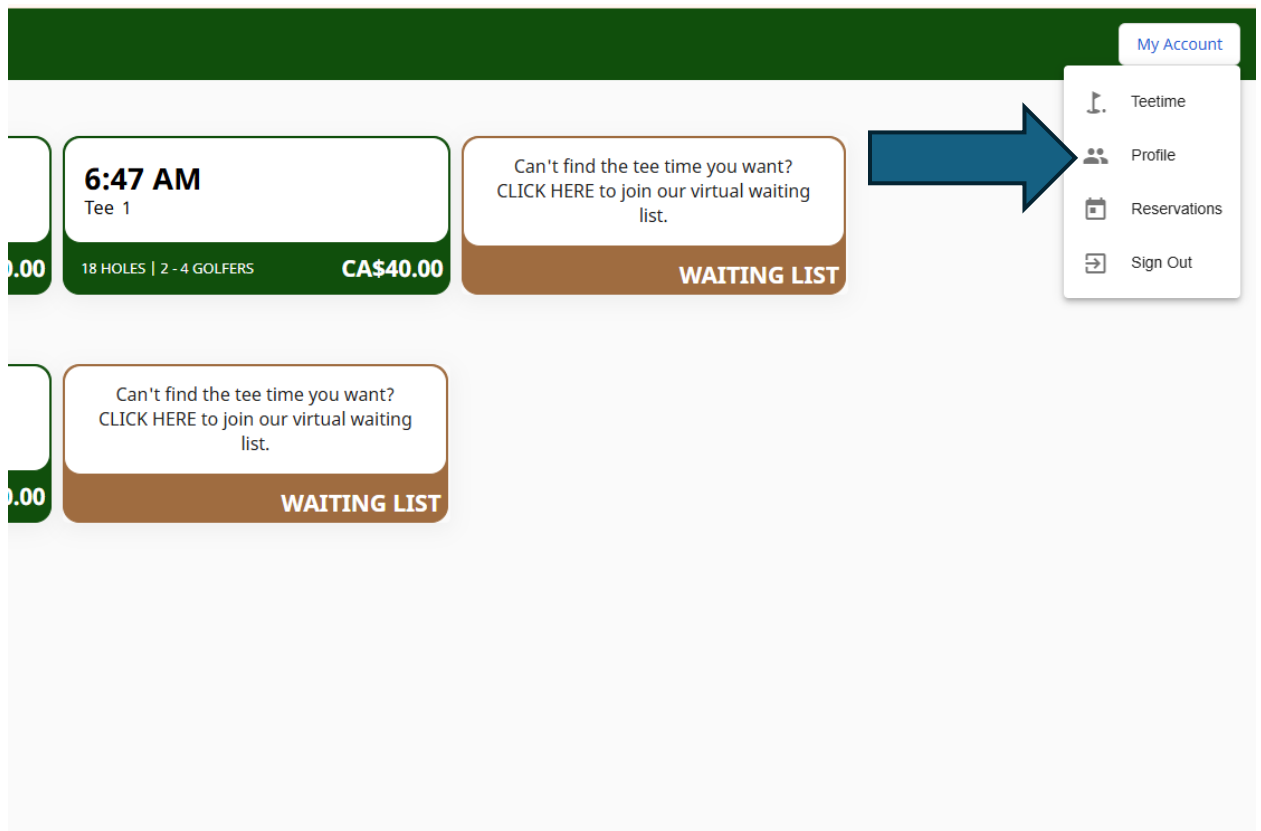
1. Go to www.cordovabaygolf.com
2. Select the “Online Booking” button at the top of the home page
3. From there, select the course you’d like to book, in this case, use “Bay Course”



4. Select “Sign In” at the top right hand corner of the page



5. Once signed in, click on “my account” at the top right hand corner
6. Once the drop down menu appears, select “profile”



7. Once you are in your profile, scroll down to the bottom of the page and select “Manage Buddy List”



- From the drop-down menu, enter the name of any player who has played at Cordova Bay Golf Course, and select them to be added to your buddy list

The screenshot shows a 'Manage Buddy List' window. At the top, there is a search bar with the placeholder text 'Search by Firstname / Lastname'. The text 'lockley' is entered in the search bar. To the right of the search bar is a 'Clear' button. Below the search bar, a dropdown menu is open, displaying 'MARIA LOCKLEY' as the selected option. Below the dropdown, there is a list of ten other players, each with a red 'X' button to their right, indicating they can be added to the buddy list. The players listed are: SCOTT BALLENTINE, PENNY BAZIUK, GORDIE BISHOP, ROBIN CONLAN, BYRON DWYER, MICHELLE EGAN, JIM GODDARD, BRIAN HANN, KATHLEEN HODGSON, JAKE HURST, and JOCELYNE LAVACK.

Player Name	Action
MARIA LOCKLEY	(Selected)
SCOTT BALLENTINE	X
PENNY BAZIUK	X
GORDIE BISHOP	X
ROBIN CONLAN	X
BYRON DWYER	X
MICHELLE EGAN	X
JIM GODDARD	X
BRIAN HANN	X
KATHLEEN HODGSON	X
JAKE HURST	X
JOCELYNE LAVACK	X

- This will now allow you to select this player directly from your buddy list when booking a tee time, instead of manually typing them into the field each time