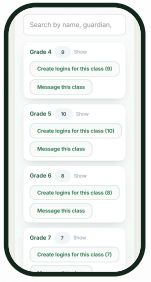
QUICKSTART

Up and Running in 60 Seconds

FOR A SCHOOL

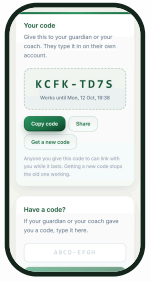
Your Roster, Off Paper



1. **Create the school account**
   On the Partnerships page. Two minutes, and you are signed straight in.
2. **Import your class lists**
   School Roster, then Import from CSV, Excel or Word. Name, age and class are read; check them, then Confirm and import.
3. **Mark attendance**
   On a phone at the session: present, absent, late or excused, one tap each.
4. **Give families their logins**
   Create logins for this class: a login for each player and parent, with an emailed invitation where you have their address.

FOR A COACH

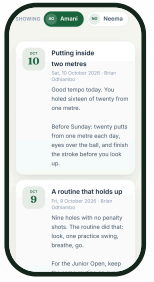
Your Players, Linked by Code



1. **Sign up free as a coach**
   About a minute. Nothing to pay, nobody to wait for.
2. **Get your code**
   Connect, then Get my code: eight characters, good for 24 hours, for as many players as you give it to.
3. **Players type it in**
   An adult player is linked at once. For a player under 18, their parent agrees first and chooses what you see.
4. **Coach**
   Read journals, enter scores, write notes, plan the training calendar and message, all on the player's record.

FOR A PARENT

Every Session, in View



1. **Sign up free as a parent**
   Or sign in with the login your child's school or academy sent you.
2. **Link your child**
   Connect: type in your child's code, or give them yours.
3. **Choose the coach**
   Coaches: invite one by email, or agree to one waiting for you, and choose what they may see.
4. **Follow along**
   Attendance, scores, swim times, the journal and coach notes, as they are written.

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Junior Golf Academy

No coach sees a child's records until a parent agrees · HTTPS throughout · **juniorgolfacademy.digitech.co.ke**

Invented names. Real records are never shown in public.