

TO: Athletic Directors and Golf Coaches
FROM: Larry Morris, Central District Golf Tournament Coordinator
DATE: August 30, 2017
RE: Submission of Sectional Tournament Rosters

The OHSAA requires the use of Baum's Page for the online entry and management of all sectional and district golf tournaments. Please note the following:

Seeding: The seeding procedures are the same as previous years and will be completed using the **Central District** web site (www.cdab.org). Complete instructions will be sent to the Athletic Director for distribution to the head coach in September.

****** PROCEDURES for roster submission: - coaches will need to create an account on baumspage.**

Roster Submission: Team and individual rosters must be submitted using the **Online Entry Form** on www.baumspage.com. **All entries must be submitted before 12:00 noon on the Friday preceding the tournament.**

- The entry windows will open on **Sunday, September 17** during the team seed meetings.
- **Division I Boys and Girls rosters are due on Friday, September 29 at noon.**
 1. **Division II & III Boys and Girls rosters are due on Friday, Sept. 22 at noon.**
 2. Changes to a team's line-up/roster can be made until the scheduled tee time for competition. .

Online Entry Instructions:

1. The **Online Entry Form** at www.baumspage.com is the official **OHSAA Entry Form**.
 - a) You will need to create an account to submit entries. Please do so early!
 - b) Data entry should take less than 5 minutes so if you are not a "computer user" find an assistant, student, parent, or friend who is!
 - c) User accounts/passwords from last year were retained. Associations with sports were cleared.
 - d) Underclassmen from last year were advanced one grade level and retained.
Please delete the athletes that did not return!
2. Click the **Online Entry** link at the www.baumspage.com.
 - a) Click on **Login** if you already have an account or **Apply** to create a new account!
 - b) Use • **Coaches** • | **Select Teams** to select your **School** and **Sport**.
 - i) **Select School Type | High School** and click **Get Schools/Clubs**
 - ii) **Highlight your school** and click **Get Available School Teams**
 - iii) On **Select Sport** select **HS Boys Golf** or **HS Girls Golf | Make me the Coach**
 - c) Use • **Coaches** • | **Golf | Modify Athletes** to enter alphabetic roster.
 - d) Use • **Coaches** • | **Golf | Submit Rosters** to enter tournament.
 - i) **Please submit your golfers in playing order!**
 - e) Use the **Contact Us** link on Baumspage if there are problems.
 - i) In an emergency, call **Gary Baumgartner** at **513-594-6154** or **Terry Young** at **740-517-0195**.
3. Tee times will be posted on the CDAB web site on Monday, September 18th before 5:00 PM.