



# New Here?

## RESOURCES TO HELP YOU EXCEL WITH LIGHTSPEED

Below is a library of videos & resources that will help you utilize the software



### Golf



### Retail



### Restaurant

# 1

Start by logging in and use our help centers to assist your learning:

[Login](#)

[Help Center](#)

[Login](#)

[Help Center](#)

[Login](#)

[Help Center](#)

# 2

Watch these webinar to get familiar with the system:

**Manager Webinar:**  
[Register Now or Watch Pre-Recorded](#)

[Front End Webinar](#)

[Manager/Back End Webinar](#)

**Staff Webinar:**  
[Register Now or](#)

[Back End Webinar](#)

[iPad/Front End Webinar](#)

# 3

Some articles that will help with tasks you'll often encounter:

#### Tee Sheet:

- [Using the Tee Sheet](#)
- [Managing Reservations](#)
- [Other Tee Sheet Features](#)

#### Tee Times & Pricing:

- [Managing Tee Times](#)
- [Managing Prices](#)

#### • [Events](#)

#### • [Customers:](#)

- [Customer Profiles](#)
- [House Accounts](#)
- [Family Accounts](#)
- [Creating Memberships & Selling Memberships](#)

#### • [Packages](#)

- [Promotions & Rainchecks](#)
- [Reporting](#)
- [Settings](#)
- [Lightspeed Payments](#)

Live Support on the bottom right of your Tee Sheet & Retail



## 4 Important Skills to Get You Started

1

### Managing Tee Time Reservations

Whether it's creating a reservation, editing a reservation, or checking out golfers, mastering these skills will allow you to make and check out tee time reservations with confidence.

2

### Creating Tee Times & Setting your pricing

Creating your tee times and setting your prices are all done within the *Tee Times & Pricing* tab. Start by creating tee times, then create a price sheet and finally apply your price sheet to your tee times.

3

### Managing your Customer Database

The customer profile in Golf is an important part of your operation. Finding customer information, selling packages or memberships and managing house accounts will be found in the *Customer* tab.

4

### Know where to find your reports

The *Report* tab in Golf, Retail, and Restaurant will host all your data. The Business Intelligence in Golf is great for numbers and statistics, while Retail reports is best for dollars and money data.

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