Handicap Setup

Manual Setup

1. Unlock the ipad
2. Open the Webscorer app.
3. Select "**Race with Start list**"
4. Select "**Create start list on the app**"
   - (a) Give your race name e.g. "Handicap Round 1"
     - (i) Click the **edit** button next to the auto generated name
     - (ii) Type the new name of the race
     - (iii) Click the **done** button at the top right-hand corner.
   - (b) Under "**Start type**" select "**wave**"
     - (i) Wave start options should be on "Manual"
5. Select "**Lap Setup**" top right-hand corner.
   - (a) Enable Multiple Distances
6. Select "**Distance Setup**" top right-hand corner.
   - (a) Select **5** and **10**
7. Select "**Racer Setup**" top right-hand corner.
   - (a) **Enable**:
     - (i) **Name**
     - (ii) **Bib number** (bib number type is set to **Numeric**)
8. Select "**Hardware Setup**" top right-hand corner. (Nothing is enabled on this screen)
9. Select "**Results Option**" top right-hand corner.

   Check the following options:
   - (a) **Results ordered by** "**Fastest time"**
   - (b) **Timing Precision** "**0.1 secs**"

(c) **Overall by distance** "**Enabled**"

(d) **Overall by gender** "**Disabled**"

(e) **Overall all distances** "**Disabled**"

(f) **Team scoring** "**Disabled**"

(g) **Penalties** "**Disabled**"

(h) **Handicaps** "**Disabled**"

10. Select "**Wave Setup**" top right-hand corner.

(a) Set the start wave to be same as "Distance"

11. Select "**Name List**" top right-hand corner.

Note: If you have already selected names then skip to **12**.

(a) Select all the people in both waves, if a person is not in the list we will add them later.

12. Select "**Start List**" top right-hand corner.

13. If a person needs to be added

(a) Select "Add racer", bottom of the IPAD screen

(i) In the **Name:** box

(A) You can type the name

or

(B) You can select the name the **">"** to search the list

(b) Click the **"< Start List**" to get back to the list (top left)

14. Assign distance and Bib number to each person.

(a) Select the **">"** next to the person you need to assign.

(i) **Distance**: "**Select Distance**"

(A) Select the distance that the racer is running in

(B) Select "**Done"** top right corner

(ii) **Wave** Select **">"** (Note, usually sets automatically)

(A) Select the Wave that the runner is running in

(B) Select "**Done"** top right corner

(iii) **Bib Number** Select **">"**

(A) Assign the bib number

(B) Select "**Done"** top right corner

(b) Select the **">"** at the top right hand corner to assign the next person or click "**"< Start List**" to return to the list.

(A) Repeat Step **(a)** until you assign all runners.

(B) Select **"< Start List"** to return to the list

15. Select "**Race Start**" top right-hand corner.

Note: If you receive this message: "**There are racers with no bib number, distance or wave defined**." You will need to click "Cancel" and assign the missing options.

16. To start a wave:

(a) Select the wave so that it is ticked

Note: The next instruction starts the clock, remember to count down to the runners.

(i) Select the "**Start Wave(s)**" button

(ii) That wave should now be started.

(b) Once the desired amount t of time has passed, select the next wave

(i) Select the "**Start Wave(s)**" button

(ii) That wave should now be started.

(c) If you need to restart a wave

(i) Select "Race Control"

(ii) Select either:

(A) Restart Race – if it the first wave

(B) Restart wave – if it is the second wave

(iii) You should now be able to start the wave again

17. Race Timing, should now be displayed, you can show names and bib by clicking the “Show Name” bottom of the ipad

(a) As the runner finishes click their bib and/ or Name

(i) As you select the names they will fade away

(b) If you do not know the runner select “Unknown Racer”

(i) To assign a name to the racer select “**Fast-Tap-View**”, bottom right of the ipad

(A) Select “>“ to assign a runner, on the blank row/ time

(B) In the Name box Select “>“ again.

(C) Tick the person who you need to add. If they not in the list click cancel and type the name in the box

(D) Check they have a distance assigned

(E) Check they have a wave assigned

(F) Check they have a bib number assigned

(G) Click “Done” top right hand corner

(H) Click “Race Timing” top left hand corner

18. Race finished

Note: If you need to assign a name to a racer go back to 17(b)(i) before ending the race.

(a) Select “**Race Control**”

(b) Select “**Finish Race**”

(i) If you have unfinished racers that are **DNF**

(A) Select “Finish Race” again

(B) Select Mark racers as “DNF”

19. Finished the raced but need to edit?

(a) Make sure the race is finished under race control

(b) “Add racer” to add someone you missed

(c) Edit Top left to change the name of the race.

20. Once the race is finished you need to hand the ipad to Mathew Clarke so he can calculate the results. If he is not at the event then you need to connect the ipad to the internet and post the results to web scorer

(a) Post Results “Top right”

(b) Select sport “Running”

(c) Select done

(d) Select post to “Webscorer.com (private)

(e) Click the green button “Post results to webscorer.com