OEScore

Handbook

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1   Welcome to OEScore!

OEScore is your comfortable and reliable tool to organise Score O events. It is based on OE2010 for (course based) individual O events. Specific features of score orienteering had been added to all functions of OE2010. It is one of the famous SportSoftware event applications for orienteering written by **Stephan Krämer**, which are the universal and world wide leading O event software.

OEScore comes in several editions.

This help is designed both as a course in using OEScore and as an ongoing reference while you are working with the program. It may even teach you a bit in organising O events...

Getting started – new users and users upgrading from SportSoftware V.9.x

- Please study the Introduction and Quick Start Tutorial sections to familiarize yourself with the basics of the program.
- Don't forget to read the context help of every window which you are working in.

Getting started – users upgrading from SportSoftware V.10.x

- See the Upgrade FAQ for a quick summary of the major changes and where to find the functions you are looking for.
- Even if you are an experienced SportSoftware user, please run through the Introduction and Quick Start Tutorial sections quickly to get up to speed with what has changed in this new version of the program.
- For reference purposes, you can use the table of contents as an index. Look into the contents table of the Quick start tutorial and the Advanced tasks and pick out the task you need more information. Look there and follow the links given to the reference section. The latter is the normal application help. You can access those chapters also by clicking on the help button within each form.

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2   Introduction

The topics in this section provide some basic information about OEScore, what it is for and what you can do with it.

How to get started

- ➢ See Getting help for details on using this help and getting more information about OEScore.
- ➢ Study this Introduction chapter and The user interface sections to familiarize yourself with the program.
- ➢ Then work through the Quick start tutorial to familiarize yourself with the most common tasks.
- ➢ If you are upgrading from a previous version see Migrating events from V.10.3 for information on how to convert your existing OEScore2003 events into the new OEScore format.

Learning more

- ➢ Look into the contents table of the Quick start tutorial and the Advanced tasks and pick out the task you need more information. Look there and follow the links given to the reference section.
- ➢ You may also look into the contents table of the Reference section directly. You will get the same help topic displayed if you click on Context help in the corresponding window.
- ➢ You can also use the index table to search for the information you need.
- ➢ Check out the Demo events for more information.
- ➢ Have a look at the SportSoftware web site. You will find there current information, bug fixes, add ons and more for download.

2.1 About OEScore

Purpose and history

OEScore is your comfortable and reliable tool to organise Score O events. It is based on OE2010 for (course based) individual O events. Specific features of score orienteering had been added to all functions of OE2010. It is one of the famous SportSoftware event applications for orienteering written by *Stephan Krämer*, which are the universal and world wide leading O event software.

At score O, there are many controls with different point values. The competitors have to score as much as possible within a predefined time limit. Exceeding the limit leads to penalties. The order how to visit the controls is free.

OEScore comes in several editions.

The software is based on my more than 30 years' experience in upper level orienteering, as well as in organising many high level orienteering events. As an informations engineer, I began writing suitable software for orienteering (and other sports) events in 1980. One of the first releases of my software had been awarded the 1st price at the IOF Software Contest in 1986. In 1996, I joined the SportIdent development. This valuable cooperation and the common marketing made both the SportIdent electronic punching system and the SportSoftware event applications to the worldwide leaders. Many well known and (much more than I) experienced organisers all over the world had contributed their ideas to improve the software.

I thank you all for your great work!

The support of the electronic punching system *SportIdent ®* which is implemented here, is based on my know how which I could contribute as the co-developer of this system. This helped me also very much in implementing the *Emit* support. Of course I needed a competent and reliable source to learn and understand everything about Emit. My warmest thanks go to *Jouni Laaksonen (FIN)*, who had provided me the most valuable help.

This current version 11.0 is a complete reengineering of the previous major version 10.x. Version 10 users may have a look at the FAQ for upgraders.

Preconditions for working with OEScore

OEScore runs on any PC under Windows 2000/XP/Vista/7/8 and higher. There are no special hardware requirements. If the operating system runs smoothly, then also OEScore should do so. F.ex. for Windows XP or Win7 this means 1-2GB main memory, a suitable graphic card and a monitor which should have 1024x768 resolution as a minimum. Working with less memory and smaller screens is possible but you may notice some performance and display restrictions.

All Windows installed printers will work. I recommend the use of a laser printer.

The disk space which is required by the OEScore installation, its settings and the data does actually not matter today where we have hundreds of GBs free on our hard disks. An average user will stay well below 100-200MB at all.

As a user you should be familiar with Windows applications. Additionally, you should have some practice as an orienteer. Special orienteering terms will be used in this manual without any explanation.

Experience in O-organising will be helpful but is no precondition. Just learn organising O-events using OEScore!

Application limits

The maximum number of competitors, clubs, classes, etc. is limited only by available disk space, the edition and some output restrictions. For edition limits, see How to buy OEScore.

Some other limits are well defined but not actually a limitation for you...

max. running time	59999:59 min or 999:59:59 h
max. start fee amount	999999999.99
max. start number	99999
max. chip number	99999999
max. class number	99999999
max. start box	99
max. club number	99999999
max. control code	999
max. point value per control	9999

max. controls per course   64

Notice: The SportIdent SICard5 supports only 36 controls (30 with times). The Emit ECard supports only 50 controls (incl. start, finish and read punch).

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2.2 FAQ for upgraders from V.10.x

The user interface of OEScore is very different from that in version 10 and earlier. Also the structure and the visual appearance of this help file had been modernized thoroughly.

Although upgraders will find the working functions very quickly since the main menu is quite similar to the one of V10, the way of working within the functions is completely different, as this is always the case when modernizing an end-user application to a new Windows UI level.

There are also many functional improvements. But these are too much, so that you will not find a list of them here for the first V11.0 release like you were used to from previous versions. Of course, with later minor releases they are documented herein as usual.

Even if you are an experienced SportSoftware user I recommend that you work through the Introduction and Quick Start Tutorial chapters of the new help briefly before you start working with the new version. This will help you to familiarize yourself with the new features.

Where is Everything?!

▬ **What about CheckPC?**

The former *CheckPC* add on had been integrated into OEScore. This check is done every time when OEScore starts up. On errors, you will have to repeat the setup in order to set the right values in the registry. However, for the V.10.x users, CheckPC is still available for download as a standalone application.

▬ **Where is the Archive Manager for V11?**

The functions of the *Archive Manager* (which is still a standalone application for V.10.3) had been integrated into OEScore.

See the Archive topics in the Advanced tasks and Reference sections.

▬ **Where is the Layout Manager for V11?**

The functions of the *Layout Manager* (which is still a standalone application for V.10.x and earlier) had been integrated into OEScore. You can define and edit the label layouts just like the report layouts. Unfortunately, this basic improvement made it impossible to upgrade your own layouts from V10 into V11. However, there is a simple procedure how you can do that yourself easily.
See the Label layout editor reference for more details.

▬ **Where is the network dialog?**

The SportSoftware V11 has a more advanced method implemented where the event data are saved. You can select a local or a remote folder with a list of events in the event selection dialog.

▬ **Where are all those entries functions like classes, clubs and start fees?**

All entries functions except the import and the direct entries had been integrated into a single entries function. Just open the Entries window and play around a bit. Don't forget to read its context help! Also a good entry point would be reading the Managing entries topic first.

▬ **Where can I define the controls?**

The controls table had been integrated into *Courses-Courses*. Also the most summary reports had been concentrated in this form now. Just play around a bit with that. Don't forget to read its context help!

▬ **I am missing some more functions in the main menu?**

Some functions had been moved to the Extras or Settings main menu items. Look there or search in the index of this help file.

▬ **Why can't I move the windows anywhere on the screen?**

The new UI follows the *Microsoft MDI* (multi document interface) standard. All windows of the application must be placed within its main work space. I am sure, you will experience the avantage of this standard very quickly. One basic advantage is that this allows you to launch OEScore several times, so that you can work on multiple events concurrently.

See User interface for more details.

▬ Where is the report selection dialog?

There is a new report selection panel which is integrated in the report window. See the Reports reference for more details.

▬ I can't see the whole working form within the main form?

Just enlarge the main form and resize the working form inside it.

▬ Where are the open windows?

With many open working forms and especially report forms, you will lose the overview since all those windows are overlapping each other. In the *Windows* main menu item you will find all open working forms and reports. Click on the one which you want to bring to the foreground. See also the Main window reference.

▬ Select language: where is the database sort order?

The database sort order defines the Windows setting about the alphabetical sort order in the database. In V10, this setting had been included in the language selection. However, this was not the right place for it since this is event/archive specific. Also, in V10 you had to repair the event/archive afterwards to get it into effect. With V11, this setting can be changed directly when repairing the event or archive. See the Repair event reference or Repair archive reference for more information.

▬ Where is the Missing chips report?

The content of this report had been included in the Missing competitors report. See the Reports (Finish) reference for more details.

New and Different – Major Changes

▬ Application folders

Until V10, all the application settings had been saved into the application install folder and the events had been saved into subfolders of the application folder. However, this is against the rules which Windows defined since Windows XP. Now you can define yourself where to save them. The SportSoftware offers some standard settings but you can completely customize this to your needs if you like. One of the main advantages is that you could manage different sets of events in different data folders. See the Application folders reference for more information.

▬ Working forms

Editing the data grids in the working forms had been revolutionized. Besides the speed and modern UI, the most important improvements are being able to sort by any columns and customizing the grid layout visually on screen.

▬ Reports in general

The report handling had been revolutionised. Now the report displays immediately using the last selections. Selection and setting sort order and options can be done directly in the report window. Report and label layouts can be edited there also. You can have multiple layouts for the same report. Graphics are supported both for report and label layouts. For more information see the Reports reference.

▬ One-click-reports

The most used reports, start lists and results, are now accessible directly from the main menu. With a single click, the desired report will be displayed. The most used of them, start lists and results by classes, are also accessible by the toolbar.

▬ Label layouts

Formerly, the label layouts had been kept outside the event applications and they had to be edited by the Layout Manager. Now the label layouts are directly assigned to each report (in the same way as the multiple report layouts) and they must be edited with the integrated label layout editor. There is one major advantage to

the previous solution: now you can only place those fields on the label which are actually valid for the report. To enable using the same layout by multiple reports, there are layout pools used. See the Report reference for more information.

Read chips

The Read chips form had been split into Read chips (which is like you are used from V10) and Read chips - Registration, which provides the possibility to register the entries in the finish, after the race. This is a preferred mode for training events.

Now there is a new *Emergency mode* which helps you to overcome network breaks quite easily. Handling unknown chips had been improved so that the competitor's flow at the download device will not be interrupted.

Reading the log files and the device backup memory had been moved to the *Main menu-Competition day* since these functions have become much more comfortable now. This gives also the possibility to download chips and look into the log file simultaneously. See the Log files reference and the Device backup memory reference for more information.

One-click Event backup

Formerly, the event backup had copied the event data files into a seperate folder. If you had to send this backup elsewhere by email (f.ex. to the SportSoftware support), then this required one more step to zip that folder. So many got used to just zip the event folder directly. Now the built-in event backup is the more straightforward and quicker method. The backup will be copied into a single file with extension *.skb*, which is actually a zip file. There are not only the event data files included but also log files and other settings.

Supporting restricted user rights

Formerly, the SportSoftware could be driven with admin user accounts only. Now restricted user rights are also supported. Read more about this topic in Working with restricted user rights.

SportIdent extended mode (protocol)

Previous SportSoftware versions could not deal with the SportIdent stations in extended mode. OEScore now supports all features of the SportIdent hardware at the time of its initial release. For security and performance reasons, it is recommended to run the SportIdent hardware in extended mode.

Notice: In this document, I am using the term extended mode (which tells what it is) while SportIdent documents may use the term extended protocol.

Integration of speaker and time taking functions

The speaker and time taking functions which are well known from OE2010 are integrated into OEScore. You will see the respective menu items in the main menu, if you have the Pro license. However, at the time of the first release of OEScore, there is no idea how speaker functions (which provide intermediate times during the race) should make any sense at a score O event. Any useful feedback from you would be most appreciated! Have a look into How to buy to read more about the various editions available.

2.3 Release Notes V.11.0

This topic gives you all information about what had been done in a specific release of V.11.0.

The information about the last release will always be expanded. Click on the ✚ button of a previous release to expand its paragraph.

12.3.2019

Bug fixes

Help - Search for updates

With the new https:// URL and due to some new security mechanisms of the new SportSoftware online web site, this function did no longer work.

7.4.2017

Improvements

Competition day - Read Chips

Downloading of SICard10/11 and SIAC had been improved so that this is much quicker now.

OEScore now supports the AIR+ punches from the SIAC in ms resolution. This depends on the selected time format. Milliseconds are only computed *if the time format includes tenths or hundreds*.

Competition day - Reading device backup memory

The algorithm has been improved to support the improvements of the downloading of SICard10/11 and SIAC.

Bug fixes

Results - Split times

Export of teams
The start and finish punches in the export file were the punches of the team leader, not the first start punch and the last finish punch of the team.

For SICard10/11/SIAC, the running time differed to the finish punch time by one second quite often, if the time format was in seconds.
This was caused by a not fully correct computation of the special start and finish punch format of those modern SICard types.

SI device characteristics

In the backup memory dialogs, the BSM8 had been displayed as BS8-SRR.

29.2.2016

Improvements

Entries / Entries of the day

Some organisers maintain a pool of rent chips in the archive, using the *Rented* flag there. If such a chip is used in the event, then in most cases (but not all...) it should be set to Rented in the event also. Now there is

a confirmation prompt whether this should be checked if you forget it. For more details see the Entries reference.

Archive - Update from the event

Now the IOF Id number will also be transferred from the event data into the archive.

Windows magnification

Apparently there was a change with some Windows10 update, after that the Windows magnification of the SportSoftware did no longer work on certain installations. This has been solved now.

Bug fixes

Entries - Entries of the day

It was possible to sort the table by name and first name. This aborted the insert mode. *The only useful sort order in this window is the input order, which is fixed by design.*

Split time results

When using the Emit chip system, the 250 reader punches were displayed as additional punches.

15.9.2015

Improvements

Competition day - Read chips

Preassignments of the same chip number to multiple competitors are handled correctly now.
So far, always (only) the first competitor with a given chip number got the chip contents assigned without any further action. Now OEScore first looks for multiple assignments. If it finds some, then the start number input dialog will be shown or the chip will be saved into a reserve place, depending on the options which had been chosen.

Competition day - Evaluate SI stations

Now this function also allows the new Beacon modes: Beacon Start, Beacon Control and Beacon Finish.
Notice: Touch free Air+ punches done by the SIAC chips will not be saved into the backup memory of such a station!

Emit - EmiTag

According to an incomplete specification by Emit, control codes over 240 were treated as codes of a reading device and they had been changed to 250 automatically when downloading the chip. But if one uses the EmiTags as a full chip system, the contact-free time taking (ECB/ETR) writes a punch code of 248 into the chip. When downloading, this puzzled the 250 mechanism which is used for calculating the punch times based on the PC clock time.
Now the SportSoftware *accepts 248 as a normal punch code* (no conversion to 250). Also, additional codes which are defined as finish time codes, will not be changed. All others over 240 will still be changed to 250.
Note: This is only valid if the EmiTag is used as the chip for code checking, replacing the ECard.

Those additional finish codes had been displayed in the split time reports as additional punches. Now they are not displayed anymore there.

Entering numbers by Copy&Paste

Sometimes entries will be entered by Copy&Paste from a text document or an email message. To select a single word or number, one can doubleclick it. Usually this selects the desired text plus all the subsequent blanks until the next word or sign. When pasting such a text into a number column like the chip number, there had been the unwanted blanks at the end and OEScore issued an error message when the user tried to move

to the next column.
Now the blanks will be removed automatically which supports this procedure better.

25.3.2015

Improvements

Entries - Distribute Elite entries

Chained distribution
I have optimized the algorithm a bit, so that it allows a chained (hierarchical) distribution over more than one class now. F.ex. entries should fill H21E, H21A, H21B, and H21C in a row, according the rankings. This operation mode is used in Czechia and it may be useful in other countries also.

Reports
For the reports and the distribution function, there is a new quick selection option *Relevant classes only*, which is the default now. This means all classes which have a reserve class defined. In the selection panel there is the reserve class column now, so you can sort by that one also.
The distribution report shows the entry class of each competitor now.

Courses - Courses

Now code numbers up to 9999 are allowed. So far, they could be imported but not be edited.

Start list - Organisation/Draw

The overview tables in those start list functions now indicate the marked cell in the headers (boxes) at the top and the time column at the left.

Archive - Import competitors

XML V3
Classes: If *Clear and create again* is selected, the class will be created now like this is the case for the CSV import. So far the class was not created.

Filename input fields

The input fields for file names (f.ex. in import dialogs) accept leading and trailing quotation marks (") now.

CSV imports

So far, the CSV imports did always expect a text file with Ansi encoding. However, there are also some web sites which deliver the CSV file in UTF8-encoding. This is automatically detected now and computed correctly.

HTML exports

The HTML files had been made more robust for web servers with respect to charsets.

Bug fixes

Entries - Import

XML V3
The Ranking position was not imported.
Entries without a club were not imported.

Startlist - Organisation

In the right list of remaining classes/courses the additional informational fields could be edited.

Archive

Report about classes
The report and label layouts and the CSV export file did not include the newer fields *Age to* and *Classified*.

Report about competitors
If a competitor had a class assigned, then the export to XML V3 aborted with an error message.

▬ Archive - Import competitors

XML V3
The IOF Id was not imported.
The competitor's address got somewhat puzzled, the address fields were assigned wrongly.
The Ranking position was not imported.

▬ Data display

In many cases, special characters of Eastern languages had been displayed wrongly in the working form tables, although they were displayed correctly in reports. Now I found a way how to work around that.

▬ 18.9.2014

Improvements

▬ Entries - Edit

So far, a start number had to be entered if the column was displayed. This had the negative effect that you never could remove a start number which had been assigned by error, f.ex. for (direct) classes which do not carry start number bibs and there should not be a start number displayed in the start list.
Now you can remove a start number or leave it empty. There is a confirmation prompt whether you are sure to do so.

▬ Competition day - Read chips

The dialog which asks for the start number of an unknown chip issues a beep now to attract the operator's attention.

▬ Competition day - Evaluate chips

New feature
The (running) time is displayed as a column in the upper table now. This allows to find extraordinary short or long times easily. F.ex. you can sort the table by times and then set competitors to *overtimed* where necessary.
Notice: Please click on the button *Reset table layout* 🖼 to show this new column.

▬ Results - Preliminary results by classes

Automatic results using option *Changed classes only*
So far, the changed classes status had been saved into the event data on the server. This lead to problems if there were multiple automatic reports working, and sometimes always all classes were printed.
Now the classes status is held locally to the report window. This should work more likely in the way one expects it.

▬ Extras - Report layouts

New function Repair missing headers
There was a bug with new report layouts, see under **Bug fixes** below. This function repairs all those faulty layouts and displays a report about this action.
Please run this function once to repair all those report layouts!

▬ Sorting clubs by city

If you sort a club table by city, it will be *automatically sorted by city **and** club name* now.
This applies to all forms where there are these columns, f.ex. Entries, Archive, etc. The reports by clubs can

be sorted in that way as well.

▬ Split time and chips reports

So far, the columns for Clear/Check/Start/Finish had a single character as the header in most languages. This was misunderstood sometimes.
Now there is a more descriptive text or abbreviation there.

Bug fixes

▬ Entries - Edit

Report Start fees by clubs
When printing with option *Seperate pages* checked, then there was an additional empty page printed before the last page which shows the overall sums.

▬ Results

All results by classes or courses
If the option *Exclude dns* was checked, then nced competitors who did not start were not excluded.

▬ Archive - Update from the event

The customized layout of the archive table at the bottom was not saved.

▬ Report layouts

If new layouts had been added/updated (**New**), then the header line of the old Standard layout got lost.
There is also a Repair function available for those layouts which had been damaged by this bug. See under **Improvements** above.

▬ 18.6.2014

Improvements

▬ IOF ranking Id

New feature

The IOF ranking Id is available in an extra column in the archive now. Among others, this allows exports and imports in the IOF XML V3 format which include both the national database Id and the IOF Id. The IOF Id has no meaning for OEScore entries, so it is not supported there, although the column is available in the entries window.

▬ Windows Magnification

With the Windows magnification of WinVista/7/8 you can scale your screen output so that it will become better readable. Nowadays this feature is often used at new notebooks with 15" monitors and high resolutions which formerly had been available for 24" monitors only. But then some windows of the SportSoftware got puzzled. Some examples are the main window of OEHeats and the functions for manual input of finish or radio times.
So I did the huge work and examined every single window in every application for that. Also, for the better readability, Windows had introduced a new default font with Windows 8.
Now the SportSoftware scales everything in the right way and it will use the customized default font if there is a magnification higher than 100%.

▬ Open SSL Heartbleed vulnerability

OpenSSL had committed and fixed a vulnerability bug named Heartbleed in their lib. See f. ex. at www. heartbleed.com. The SportSoftware uses this library for the SSL email and FTP functions. The updated DLLs had already been included in a new setup dated of 14.4.14 and they will keep unchanged in coming releases

until there will be a new vulnerability issue... ;-)

▬ SportIdent support

The SI tCard is supported now. **Notice:** To read them correctly, the master station must be driven in Extended mode.

▬ Emit support

The MTR5 device is supported now for both EmiTag and ECard.

▬ Reports

The output to HTML had been improved. Now the link list for classes, clubs, etc. at the right edge is hidden by default. It becomes visible when you move the mouse over the button *Select class* and so on at the top right.

▬ Event - Backup

So far the button Create file name automatically created a time stamped file in the subfolder *Backup* of the application's *settings root folder*. Now the time stamped file will be created in the folder which is shown in the input field, which should give more flexibility, f.ex. to save those files directly to an external drive.

▬ Entries - Edit

So far, a start time had to be entered if the column was displayed. This had the negative effect that you never could remove a start time which had been assigned by error, f.ex. for (direct) classes which have a start punch and there should not be a start time displayed in the start list.
Now you can remove a start time or leave it empty. There is a confirmation prompt whether you are sure to do so.

▬ Num1,2,3

The number range of these fields had been enhanced from 7 to 9 digits.

▬ Results

Automatic scrolling of Automatic results
if the automatic Refresh interval was too short to allow the results to scroll down to the end, then the report was refreshed and began to scroll from the beginning, so that the rest of the report could never be seen at all. Of course in this case one should enlarge the Refresh interval to allow to scroll to the end. But this would require to adjust this value during the race from time to time because the result report will get longer and longer.
Now the automatic scrolling has priority over the refresh interval. That means, the report will always scroll down to the end before the next automatic refresh will be executed. Also, the report will always be refreshed when the automatic scrolling restarts from the beginning.

Bug fixes

▬ Editing in tables

If the cursor was focused on a column with a lookup list, f.ex. class or club, then the class or club had been modified unwantedly when scrolling with the mousewheel.
Now the mousewheel does always scroll the table. It scrolls a lookup list only if this list is pulled down.

▬ Report layout graphics editor

When opening, the graphics editor did not display the page sometimes, due to an internal exception.

▬ Entries/Direct entries

In EOD mode, the cursor for resizing the column widths got lost after one moved the mouse over the EOD panel at the bottom of the entries table.

▬ Competition day - Evaluate chips

Function Move chip
When moving a chip from one competitor to another one who already had a wrong chip, in some cases the punches were not moved and the source chip got lost.
When moving a chip to another competitor who did not yet have one, the start, finish and running times were not calculated.

14.2.2014

Improvements

SportIdent: Improvements

Now the newest status of the SportIdent API is implemented. This means the internal handling of the newer SICards 8,9,10,11 and SIAC. *So far they had been handled as SICard6, using SportIdent's backward compatibility mode.*

SportIdent pCard is fully supported now.

SIAC together with SI Air+ deliver the start and finish punches with a resolution of 4ms. OEScore truncates them in the correct way according to the time format settings, in the same way as the time taking functions.

Downloading the backup memory of master stations had been streamlined to be able to cover all those special cases which have to do with different firmware versions and different station settings like 192 punch mode and Extended protocol.

Emit: EmiTag supported

New feature
Now the SportSoftware supports the touch-free EmiTag system from Emit. EmiTags can be used for timing and radio punches only in addition to the normal ECard for punching. EmiTags can also be used as a fully touch-free punching system, which is allowed for Ski O and MTBO. All relevant devices are supported (ECU reader, MTR5, ETS, ECB).

Publishing reports to html files

The ***layout*** of the output had been ***improved***. With option *Seperate pages* unchecked, you get the complete report in a single file. Now there is a jump list at the right edge of the browser window where you can click on the class or club which you want to view.
With option *Seperate pages* checked, all page files will have this jump list and there is no link start page anymore.
This feature applies to all entries, start list and result reports by classes, courses, and clubs.

Sorting competitors by names

If you sort a competitor table by names, it will be *automatically sorted by last name **and** first name* now.
This applies to all forms where there are these columns, f.ex. Entries, Archive, but also Evaluate chips, etc.
The reports by competitors can be sorted in that way as well.

Courses - Courses

New feature At Score O, it is often the case that one or more courses have all controls. Now there is an additional button by which you can insert all controls into the course with a single mouseclick.

Courses - Rules

New feature Now you can define a minimum point value which a competitor must have collected so that he can get the credit points for finishing below the time limit. Alternatively, there is also a new flag which means that competitors get the credit points only if they had collected all controls.

New feature As this is traditional Score O rules, penalties and credits had been given by minutes so far. Now you have the possibility to define intervals different to 1 minute with a resolution of seconds. Also, the time bands can be defined by seconds now.

Start list - Draw

Competitors who are starting out of the competition will be marked by nc in the beginning of the name, like this is the case in the start list reports.

New feature There is a new option available for the Separate clubs function. Now you can select between *Separating from the end to the beginning (Last to first)* and the *reverse direction*. It is even possible to use the opposite direction in a second step to separate remaining competitors who could not be separated by the first direction.

This new solution is more straightforward than the previous solution, and it fulfils some national rules completely, since it is always working in a single direction only. The old solution, which did not have this option, was a mixture of working in both directions and sometimes there were surprising results.

There is also a new paragraph about Consecutive starters of the same club in the Validate start list draw report, which shows those competitors who are still not separated.

Bug fixes

▬ Entries/Direct entries

If there were no clubs entered yet or only additional clubs with club numbers higher than 90000, then the validation of the option *Use archive club numbers* went wrong.

▬ Entries - Start fee reports

The column Xtra start no was missing in the report layouts and therefore not displayed in the reports.

▬ Competition day - Read Chips - Registration

Even if there was no archive used, then the button *Insert club from the archive* was visible in the competitor registration panel. Clicking on it threw an exception.

▬ Competition day - Evaluate chips

The Restore record button did not work.

▬ DBIsam lock files

In the dialogs to select or delete events, you can select a new event data root folder in the folder listbox. This created a (hidden) DBIsam lock file in every subfolder, no matter if there were really event data saved. *Now lock files will be created in real event data folders only. If an old unnecessary lock file is found in a folder, then this file will be removed.*

▬ 1.10.2013

First official release

2.4 Getting help

There are a number of different sources of help for the SportSoftware. In addition to this help file, you can look at the SportSoftware web site or contact the free and quick SportSoftware email support.

To get started, your main source of information should be this help file. We have designed it to provide all the information you will need for using and learning OEScore.

Before contacting support, please make sure that you really can't find the information you need here. Thanks!

Displaying the help

- The quickest way to display the help is to press *F1*. If context-sensitive help is available it will be displayed automatically.

- Most dialogs have a *Help button* that displays the context help:

- All working forms and report forms have a *Help button* that displays the context help:

Getting a help file in your language

By default, OEScore installs the English help file only. Translated help files are available from the SportSoftware V11 download page. Check out there if your language had already been translated. If yes, then download it and copy it into your Application installation folder. To get it working, just reselect your language.

Getting a printed user manual

There is a PDF version of the entire documentation available for download. Look at the SportSoftware V11 download page and download the PDF file in your language.

Looking in the web

- Visit the SportSoftware web site.
- Visit your national support page. Have a look at the SportSoftware support pages to find the right link.

Contacting SportSoftware support

- Free direct email support is available from SportSoftware at hotline@sportsoftware.de. You can send an email to this address by clicking on the link in the *Help-About dialog*. Please write in German or English. Don't hesitate, you will be amazed how unexpectedly quick this is!

- However, you may prefer to ask your national contact person in your own language. Have a look at the SportSoftware support pages to find the right address.

2.5 How to buy OEScore

SportSoftware editions

OEScore comes in different editions.

Standard	Up to 150 competitors
Large	Up to 500 competitors
Pro	Up to 1000 competitors, including speaker and finish functions
Pro Large	More than 1000 competitors, including speaker and finish functions

The **trial version** is limited in some ways:

- You cannot print, publish or export anything.
- You can work on the demo events and the demo archive only.
- Some functions are completely disabled.

Purchasing directly from SportSoftware

You have the possibility to buy your software in the SportSoftware online shop and to pay by credit card. This shop is powered by ShareIt! and you can buy all standard SportSoftware products there.

Ordering from your national distributor

There are also few national distributors who are authorized to sell the SportSoftware in their countries. If you are in doubt, contact the author or ask your national contact person.

3   Quick start tutorial

This section provides a quick start to into the most common tasks you will use when working with OEScore. The help topics are in the same order as you should work step by step when organising an orienteering competition. You may notice that this also matches the order of the menu items in the program. Just browse through this section using the browse buttons at the top and learn step by step how to organise an O competition using OEScore. Every topic contains comprehensive links to detailed information in the reference section.

For reference purposes, you can use the table of contents as an index. Just pick out the task you need more information, look there and follow the links given to the reference section.

More information

Once you have learned the common tasks in this section, see Advanced tasks to learn what else you can do with OEScore.

The OEScore setup has installed the backups of several *demo events* which had actually taken place and a *sample archive*. Many thanks to the organisers who allowed me to include their events here. When you are working on your own event/archive, you may always check out how things had been done in the sample events or the sample archive.

With the very first launch, the samples will be restored into your self-defined event and archive root folders. If you lose them for some reasons, then use the function *Help - Restore demos*. If you want to restore a single demo event only, then use Restore event. You can find the backup files in the subfolder *Backup\Samples* of your Application settings root folder.

See also

Introduction

Advanced tasks

Reference

Restore event

Restore archive

3.1 User interface

The topics in this section provide some basic information about the user interface.

Since this had been changed thoroughly up to the current state of the art, this section should be read carefully also by experienced SportSoftware users.

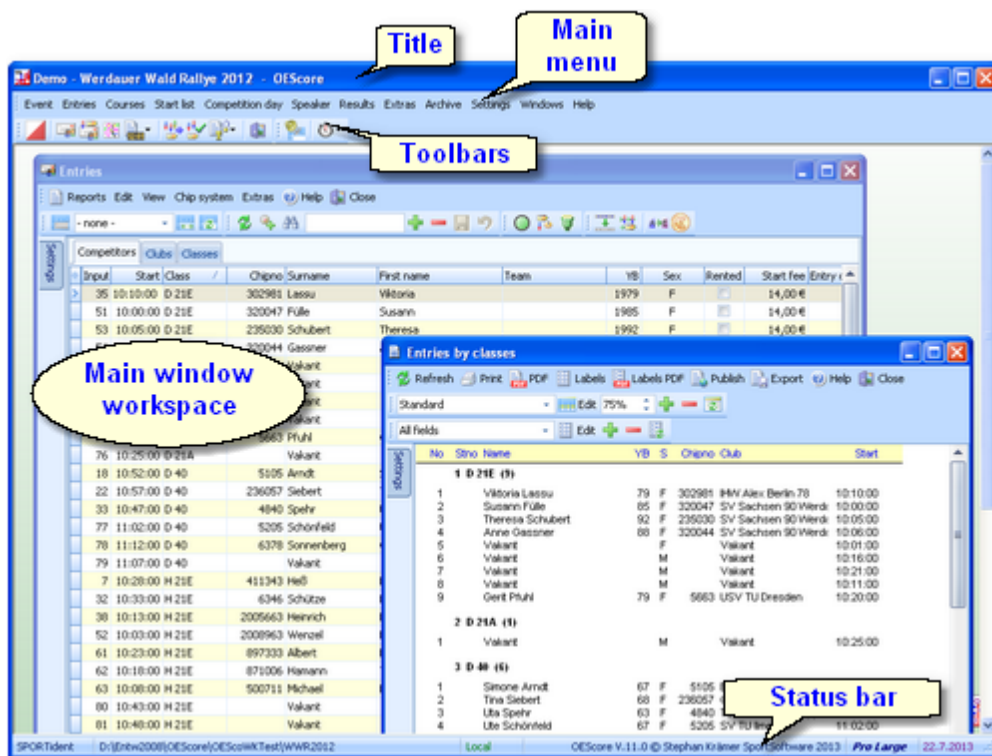Read a quick description of the main parts of the user interface:

- Main window
- Working form
- Reports
- Dialogs

See also
User interface reference

3.1.1 Main window

The main window consists of several sections.

In the *main window workspace* the various working forms and reports can be arranged.

The *title* always shows the current event which you are working on.

In the *main menu* you find all the user functions. There are also some basic items like the Windows menu item. For more details, see the UI reference.
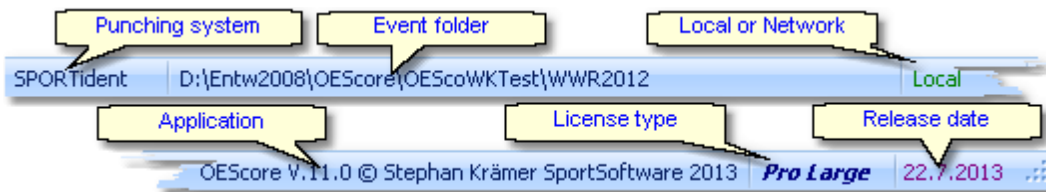

The *toolbars* provide you shortcuts for the most used functions. Move with the mouse over a button to get a hint about its purpose.

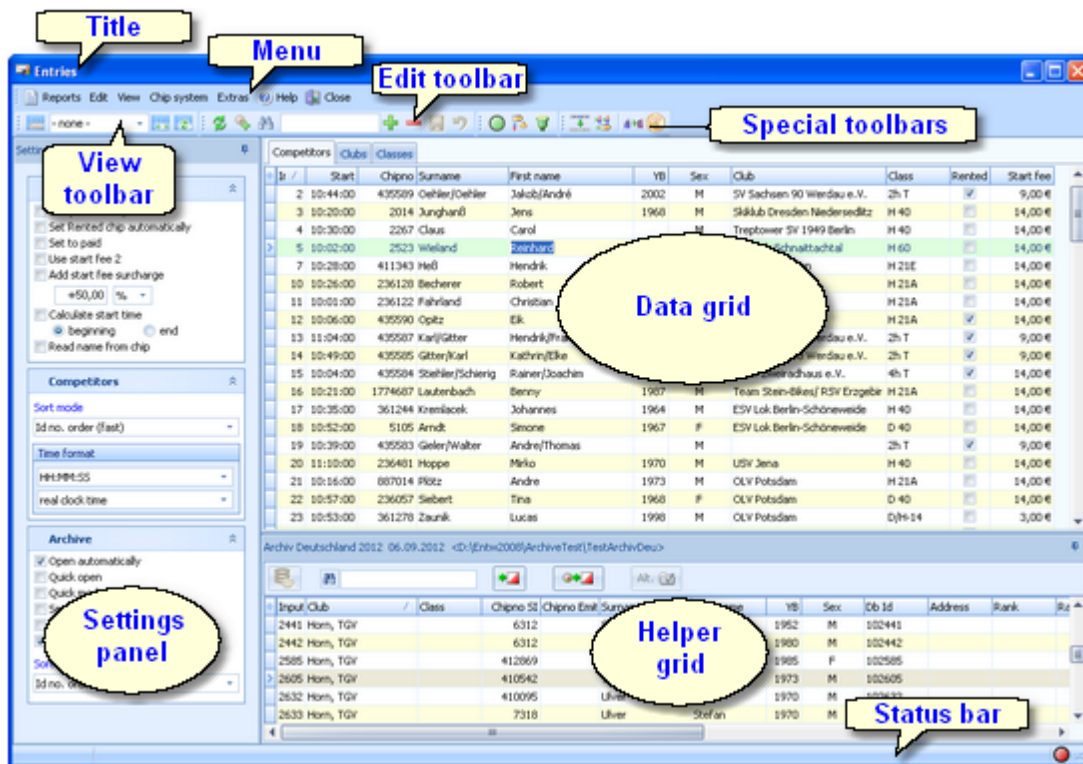The *status bar* shows you various information about the current event and your version of OEScore.

Punching system

Event folder

Local or Network

SPORTident   D:\Entw2008\OEScore\OEScoWKTest\WWR2012   Local

Application

License type

Release date

OEScore V.11.0 © Stephan Krämer SportSoftware 2013   *Pro Large*   22.7.2013

When you launch OEScore, the main window will restore its last position. All working forms which had been left open the previous time will be restored automatically. Reports and other secondary windows will not be reopened automatically.

See also

User interface reference

3.1.2 Working form

A working form is a window where you can work on data, display reports on those data and perform other actions. As an example, have a look at the *entries* form.
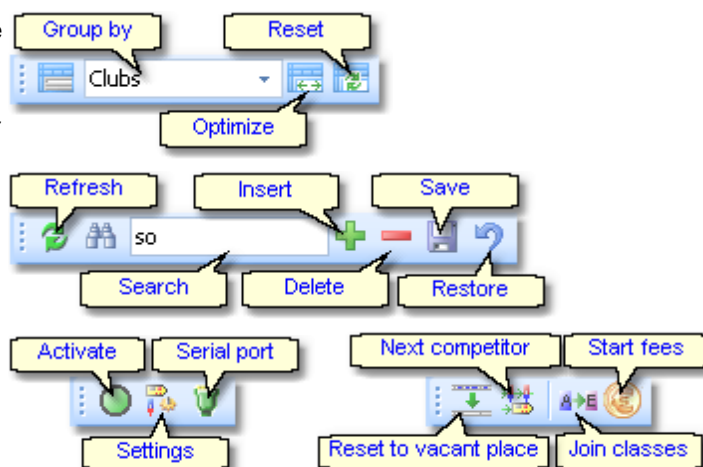
The *title* shows the name of the form.

Entries

In the *menu* you find all the functions which are available in this form. Reports, Edit, View and Help are common functions for all working forms. Help invokes the *context help* for this form (you

Reports   Edit   View   Chip system   Extras   Help   Close
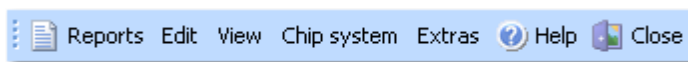
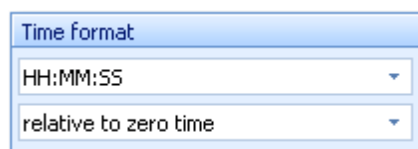can also use the *F1* shortcut). For more details, see the UI reference
.

Chip system and Extras are special functions which are available in the entries form.

The *View* and the *Edit toolbar* are common to all working forms. Move with the mouse over a button to get a hint about its purpose. For more details, see the UI reference
.

Most forms do also offer *special toolbars*. In this example, you see the Chip system and the Special entries functions toolbars. For more information, see the entries reference.

The *settings panel* mostly offers format settings, f.ex. the time format. Often there are also special settings like in this example for entries handling. You can fix the panel by the pin 📌 or let it slide to the left to get more space for the grid.

The main component of a working form is the *data grid*. Here you can browse and edit the data, in this example the entries. You can customize the layout of the grid in various ways: which columns should be displayed in which order and size and how the table should be sorted. For more details, see the data grid reference.

In some forms there may be an additional panel with a *helper grid*. This is mostly read only but also a data grid. In this example this is the archive grid to speed up entries input. You can fix the panel by the pin 📌 or let it slide to the bottom edge to get more space for the main data grid.

The *status bar* shows you the edit status. Sometimes there is more information provided like the

punching system device status led
in this sample.

You can customize the appearance of a working form in the way you need and like it. You can hide/show the settings and helper panels, adjust the layouts of the grids, move the toolbars and customize the size and position of the form. OEScore will save those settings and restore the form in the same way when you reopen it. Some forms may always show the settings panel in the beginning, so that you won't miss important options.

See also

User interface reference

3.1.3 Reports

The first menu item in a working form is always the *report button*.

Sometimes this launches the only report available, but mostly this pops up a submenu with several reports.

Some reports are accessible directly from the main menu, f.ex. the start list reports.
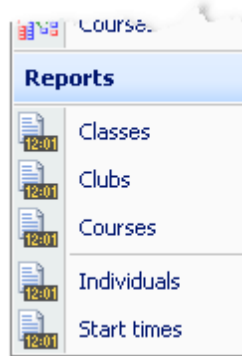
Clicking on a report item creates a report window using the selection from the last time. **Note:** only small selections below 10 records will be restored, otherwise always all records will be preselected.

The report window will stay visible until you explicitly close it. Unlike previous versions of the SportSoftware, the working form is completely independent to all reports which you can display from there. You can even close the working form and keep the report(s) visible.

The *title* shows the name of the report.

In the *menu* you find the basic report functions. For more details, see the UI reference.

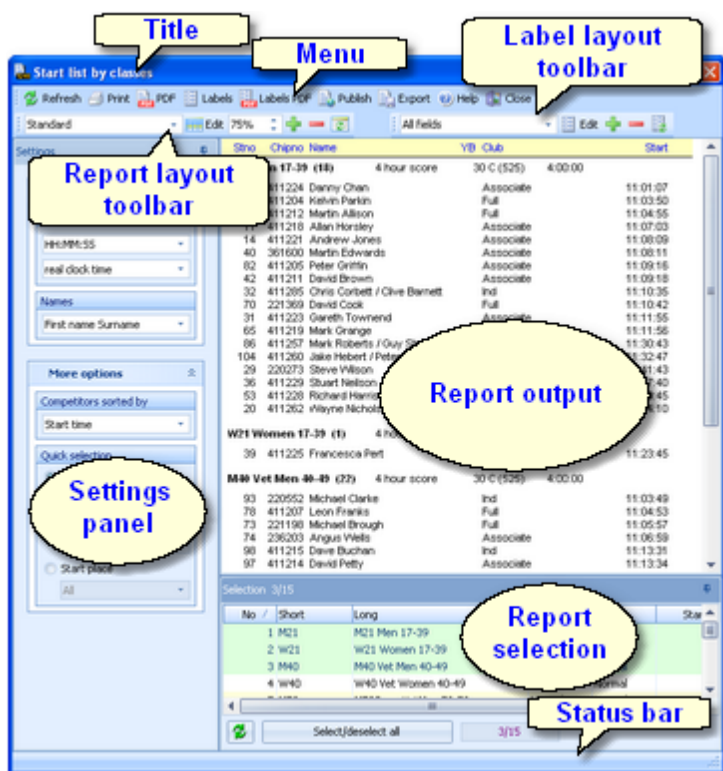The *Report* and the *Label layout toolbar* provide the functions to manage and edit the layouts. Both work nearly identically. You can have multiple layouts both for the report itself and the labels. You can select the desired layout from the list box.
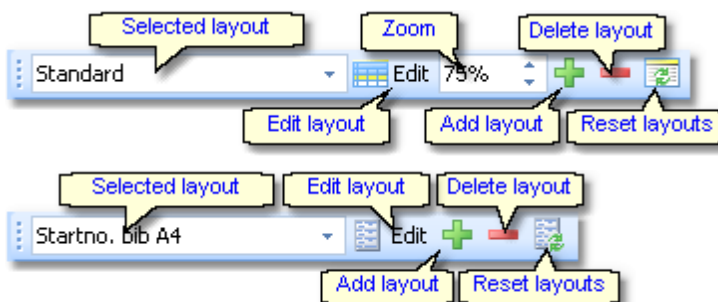
For more details, see the UI reference. For details on how to edit layouts, see the Report layout editor reference and the Label layout editor reference.

The *settings panel* mostly offers format settings, f.ex. the time format. Often there are also more options offered for the report, f.ex. quick selections. To modify the settings, you can fix the panel by the pin . In the normal case you will have it slid to the left to get more space for the report.

The *report output* is the purpose of this window. ;-)

In the *selection panel* you can select the records which should be reported. To change the selection, you can fix the panel by the pin ![pin icon]. In the normal case you will have it slid to the bottom to get more space for the report. The sort order of the selection table will be used for the report. To change the report sort order, first change it in the selection panel and then refresh the report.

For more details, see the UI reference.

For the average report, the *status bar* does not have a specific purpose. However, there are "live" reports which display the progress here.

See also

> User interface reference

3.1.4 Dialogs

Dialogs are windows which can't be arranged within the main window, because they are modal windows. This means, nothing else can be done except working in the dialog until it will be closed by *OK* [✔ OK] or *Cancel* [✗ Cancel]. Sometimes those buttons do have other captions but the actions behind them are quite the same.
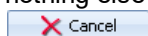
All dialogs are fairly self-descriptive and additionally you have a context help available in the most cases. Just one sample here:
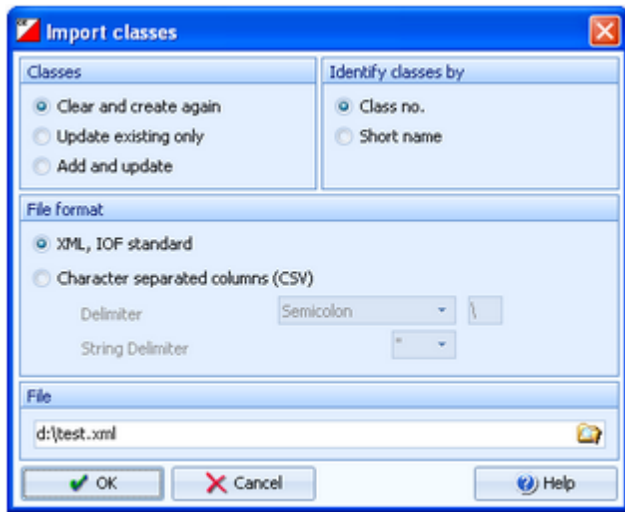
See also

[User interface reference](#)

3.2 Migrating events from V.10.3

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.

If you need more information about this subject, please read carefully the Application folders reference!

To be able to use your existing events from V.10.3, you must migrate the event data to the new data format of OEScore. This function can be found at *Extras - Migrate data V10 -> V11*.

In the left panel, select the source event from V.10.3. **Note:** the source event must be exactly in the data format of SportSoftware V.10.3, otherwise you will be asked to load it into OEScore2003 V.10.3 to update to this data format.

In the right destination panel, the OEScore event root folder with its existing events of V11 will be displayed. It will be possible to select another event root folder here if you are using several different folders for some reason. Below that, you must enter a folder name for the new event. By default, this is predefined from the V10 event's name. You can modify this manually, especially if you want to create the same event several times for test purposes.

Click on [⚡ Launch migration] to start this action. You will get a detailed report about this in the report tab.

Switch to the Migrate archive tab to migrate archives from V.10.3 to V11. This works just in the same way as with events.

You can migrate as many events or archives as you like in one row.

See also
Migrate data reference

3.3 Beginning with the event

The *Event* main menu topic offers you all functions which are necessary for managing multiple events. The most important of them are described in this topic. For the others, look into Managing events (Advanced tasks).

➖ Creating a new event

To create a new event, click on *Event - New*.

Just fill in the required fields and click *OK* to create the new event. Note that the event folder name will be automatically adjusted when entering the event name. Of course, you can choose another folder name if you want.

When opening a user function for the first time, you will be prompted

Just do so ...

.. and acknowledge with *OK*. Refer to SportIdent settings for more details.

➖ Opening an existing event

By default, the last used event will be opened automatically when you launch OEScore. To select another event, click on *Event - Select* or the Select event toolbar button ◣.
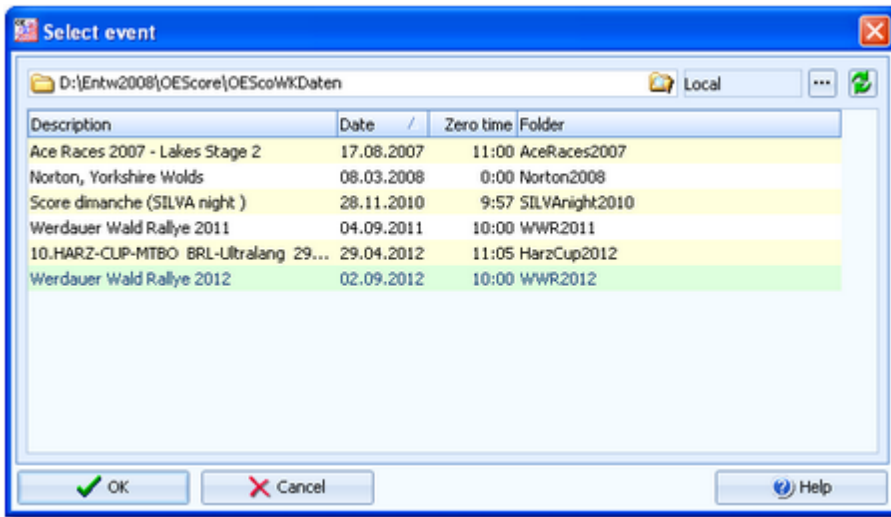
The obvious first task with a new event is defining the classes and entering the entries. However, sometimes you may want to begin with defining the courses.

See also

Managing events - Task based help

3.4 Managing entries

The *Entries* main menu topic offers you all functions which are necessary for working with the entries.
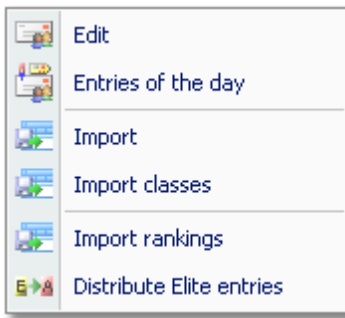
With *Entries - Edit*, you open the entries form. The entries form has three grids where you can edit competitors, clubs and classes. Look at the tabs at the top of the data grid.
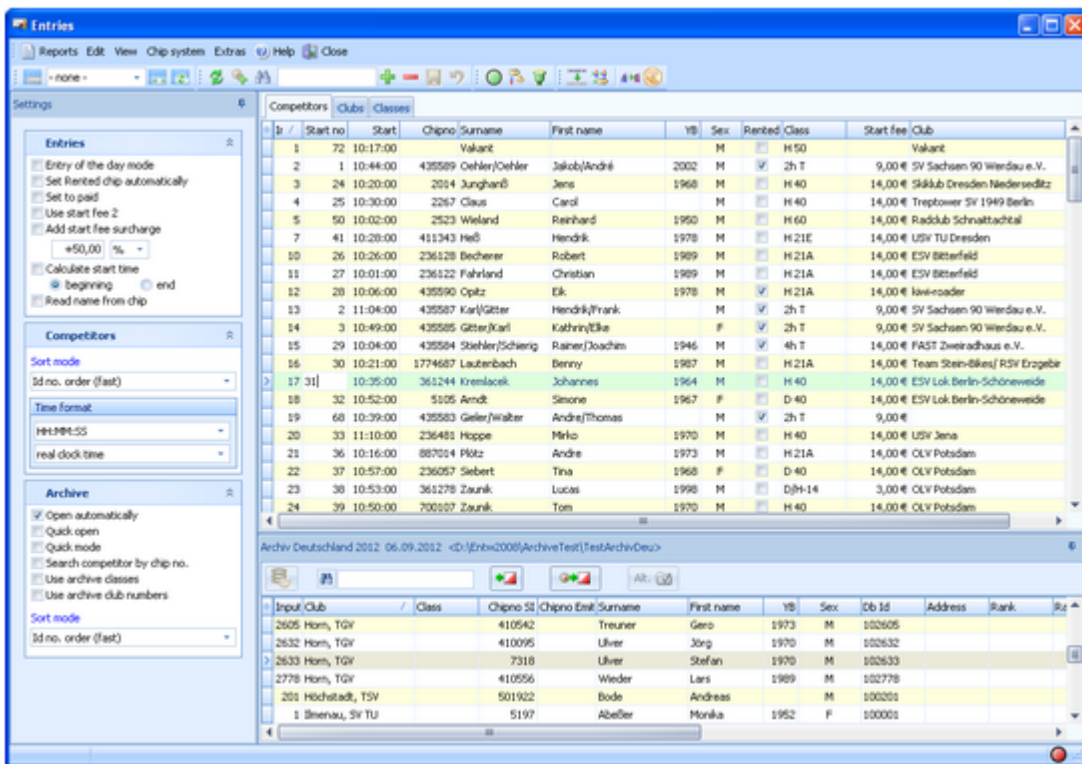
If you need more details about editing in the data grid, have a look into the data grid reference.

━ How to enter classes

Normally the first task is to enter the classes. Click on the classes tab `Classes` to display the classes grid. Just enter them as given in your invitation. You need not to take care of the class numbers. They will be preset to the next available value. However, to have more flexibility for later additions, you may prefer to enter class numbers in steps of 10. Have a look into the demo events to get a feeling about suitable class short and long names as well as class numbers.

For more details, look at the Classes reference.

If you are using the archive, you may already have a well defined class table template (offered from your federation) for your event. Then copy this class table from the archive into the event and use this as your starting point. For more details see the Copy classes into the event reference.

How to enter competitors (entries)

Be sure that you are displaying the competitors grid Competitors. Select *View - Layout: Pre entries*. This will change the layout of the grid, so that you only see those columns which are important right now. Just begin to enter some names.

To enter a class, click on the dropdown button in the class field and select one. You can also use the keyboard. Just begin with the first character of the class. Then the class list will popup. Play a bit around what happens if you type further to get a feeling for that. You can also move with the arrow keys in the list and finally enter the class by *Enter*.

Entering the club just works in the same way as with the class. However, there is one difference. To insert a new club, you can use the Insert club button in the menu. For more details, see the next paragraph.

To enter *entries of the day* or *direct entries*, you have two possibilities.

You can *stay in this entries form* and check the option *Entries - Entry of the day mode*. Select *View - Layout: Entries of the day*. This will look similar to the Pre entries layout, but additionally with start number and start time. Sort the table by input order. You have also some more options on how to calculate the next available start time, or add start fee surcharges for late entries. You can read the competitor's name from his chip if you like (SportIdent SICard6 and newer only).

Or you can use the *special entries of the day form: Entries - Entries of the day*.

In both cases, you will see the EOD panel:
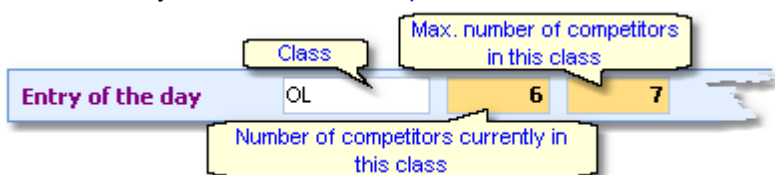
This will help you to control the allowed number of entries for direct classes. When saving a new entry which exceeds the maximum number of competitors in this class, you will get a warning.

For more details on editing entries, see the Entries reference and the Entries of the day reference.

How to enter clubs

The quickest method to enter a new club for a new entry is to use the Insert club button 🔍. This will display the club dialog where you can enter the new club. You can also display the clubs grid `Clubs` and enter there.

	No	City	/	Cl.name	Nat	Meldung
	15	Berlin-Schöneweide		ESV Lok		Klaus Schlittermann, , Güttlander Straße 14, , 125
	16	Bernried		WSV		Georg Biller, , , , ,
	17	Bielefelder Ski-Club				Günter Brusdeilins, , Hollensiek 2, , 33619, Bielefe
	18	Bielefelder TG				Katharina Deuber, , Dürerstr. 44, , 33615, Bielefe
	1001	Bierbach		TV 05		Thamar Guggemoos, , , , ,
	19	Bottrop		DJK Adler		Dieter Schlaefke, , Geschwister-Scholl-Weg 3, , 4

Tabs: Competitors | Clubs | Classes

For more details on editing clubs, see the Clubs reference.

How to use the archive

The archive is normally a national database which includes all runners of the country. This can be used to speed up the entries input. Think about such fields like Chip number, Database Id and address which are quite time consuming and error-prone to be entered manually. In many countries the O federation maintains such a database which is ready-to-use for the SportSoftware. You may ask your federation or other SportSoftware users in your country for that.

First have a look on how to select, create and edit archives with OEScore.

You can see the characteristics of the current archive in the Archive tab.

Quick Tutorial Archive 19.01.2009 <D:\Entw2008\Archive\QuickTutorial>

Move the mouse over the tab and fix the archive panel with the pin 📌.

First you will see an empty table. Just click on the Open archive 🗃️ button to open it. You can check the option *Archive-Open automatically* to have it opened automatically the next time.

Quick Tutorial Archive 19.01.2009 <D:\Entw2008\Archive\QuickTutorial>

	Input order	Club	/	Chipno SI	Surname	First name	Class	YB	Sex	Db Id	Address
	5326	Argus Seon, OLK		37667	Wild	Sonja		1988	F	3Q1WIS	Hauptstr. 63, , 5113,
	5330	Argus Seon, OLK		6501	Wildi	Julia		1970	F	MN3WIJ	Rosenweg 9, Postfach
	5331	Argus Seon, OLK		25144	Wildi	Koni		1965	M	EV0WIK	Kretenweg 6, , 5102,
	5344	Argus Seon, OLK		24312	Wipf	Thomas		1968	M	PK8WIT	Fliederweg 8, , 5703,
	5420	Argus Seon, OLK		36173	Wyss	Elke		1962	F	JW7WYE	Lümenstr. 275, , 471
	476	Balsthal-Gäu, OLG		40410	Blanke	Martina		1966	F	MV9BLM	Maienstr. 24, , 4600

Now you can search for the desired competitor and then doubleclick on him to insert him into the event. You can also move using the arrow keys and press *Enter* to insert a competitor. The third choice is to click on the Copy Competitor button.

Do so with all competitors. Of course, there will be some competitors who are not in the archive. Simply enter them manually.

For more details on using the archive in the entries form, see the Using the archive reference.

For more information on how to set up and manage archives, see Managing archives - Task based help.

How to manage start fees

In the class table you can enter the start fees per class. When you enter a new competitor, his individual start fee field will be filled with this value from the class. If you for any reason decide that this is not suitable, just modify the

individual start fee.

There are also some fees which must be entered for the club, like chip rent fee or accommodation, etc. You can define those extra fees by clicking 🪙 which will show the start fee settings dialog. In the club grid, you can enter the numbers how much items of a specific extra fee a club has ordered.

For more details on start fees, see the Entries, Classes and Clubs references.

Importing entries from external sources

There are numerous web sites which offer an online entries service. In the leading orienteering countries, this is offered by the federation. OEScore allows an easy, flexible and transparent mix of both imports and editing entries manually.

For more details on web services, see Interacting with web services - Task based help.

Reports

There are various reports available in the entries form. Just try and explore them!

For more details, see the reports reference.

Note
Don't forget regular backups!

See also

Entries Overview

Archive reference

3.5 Course setting

The course setting is obviously one of the core tasks when organising an O event.
It is also most important to get the courses and controls into the event data without any mistakes. Only then the competition and the automatic point calculation will run smoothly.
You have two choices to get the courses into OEScore: either you *enter them manually* or you *import* them from OCAD or Condes.

The **Courses** main menu topic offers you all course setting functions.
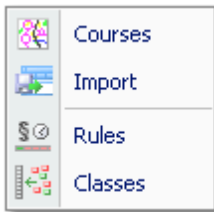
With **Courses - Courses**, you open the courses form. The Courses form has two grids where you can edit courses and controls. Look at the top of the data grid.
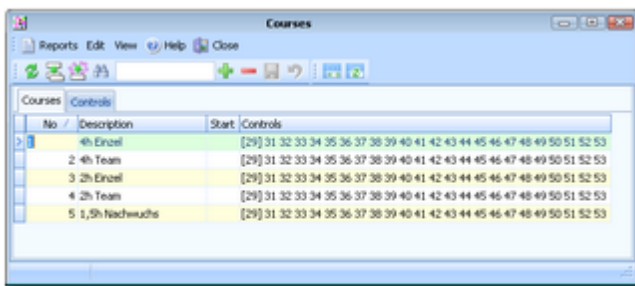
If you need more details about editing in the data grid, have a look into the data grid reference.

━ How to enter controls

Before you can enter any course, you must have defined the controls. Click on the controls tab Controls to display the controls grid. Just enter them together with the points and optionally add the control descriptions.

No /	Type	Points	Description (Text)	C	D	E	F	G	H
101	Control	5	Control 101		▲			○·	
102	Control	5	Control 102		/	/	Y		
103	Control	5	Control 103		◁				
104	Control	5	Control 104		◇			⌐	
105	Control	5	Control 105		⫽				
106	Control	10	Control 106		○			Ṅ	

For more details, look at the Controls reference.

━ How to enter courses

Be sure that you are displaying the courses grid Courses .

Enter the courses each after another. You need not to take care of the course numbers. They will be preset to the next available value. However, to have more flexibility for later additions, you may prefer to enter course numbers in steps of 10.

Notice: At score O events, it is most common that you have a single course including all controls only, and the various classes have different time limits. For some reason, it may be useful to have several copies of the same course named in a suitable way.

	No /	Description	Start	Controls
	1	4h Einzel		[29] 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53
>	2	4h Team		[29] 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 ⋯
	3	2h Einzel		[29] 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53
	4	2h Team		[29] 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53
	5	1,5h Nachwuchs		[29] 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53

For more details on editing courses, see the Courses reference.

Importing courses

Today most O organisers are using OCAD or Condes for the course setting. And mostly this part is done by somebody different to the edp responsible. Via *Courses - Import*, you can import the courses into OEScore. For more details, see the Import courses reference.

However, since at score O you mostly have all controls in a single course and the controls do have sequential code numbers, it looks like entering them manually is the easier and quicker method.

Defining rules for credits and penalties

If a competitor exceeds the time limit, this will punished by penalty points. Sometimes there are also credits awarded if a competitor is faster than the time limit. There may be different rules for different classes.

To define the rules, click on *Courses - Rules* which opens the respective form with its grid.

Green: Credits   Red: Penalties

	No /	Description	Credits all	Credits from	0:00 - 5:00	5:00 - 999:00	0:00 - 999:00
>	1	Rule 1	☐		2	0	5

Using time bands, you are able to define different penalty levels, depending on how much a competitor exceeded the time limit.

For more details on how to define rules, see the Rules reference.

How to assign courses and rules to classes

To achieve the desired automatic point calculation, the courses and rules must be assigned to the classes. You have also to define the time limit for each class.

To *assign courses and rules to classes*, click on *Courses - Classes* which opens the respective form with its grid.

	No /	Short	Long	Course	Time limit	Rule
	1	D 21E	D 21E	4h Einzel	4:00:00	Regel 1
	2	D 21A	D 21A	4h Einzel	4:00:00	Regel 1
	3	D 40	D 40	2h Einzel	2:00:00	Regel 1
>	4	H 21E	H21E	4h Einzel ▾	4:00:00	Regel 1
	5	H 21A	H21A	4h Einzel	4:00:00	Regel 1

For more details on assigning courses and rules, see the Assign Classes - Courses reference.

How to print control descriptions

If you had entered the control descriptions into OEScore, you can print them. OEScore offers more comfort for this functions than f.ex. OCAD, so give it a try. However, they can't be imported from OCAD.

Each of the courses functions includes its special control sheet printing function. F.ex. the Assign classes to courses function will print the control descriptions by classes and not by courses. You can print the IOF sheets as well as text-based descriptions.

Reports

Besides the overviews (f.ex. all courses with their class assignments), you have some summary reports which show how many competitors run on a specific course or control. Just try and explore them!

For more details, see the reports reference.

See also
Course setting reference

3.6 Creating start lists

If you have pre-entries and your event is a ranking or championship competition, then you will most likely need to create a start list with predrawn start times.

The *Start list* main menu topic offers you all functions to create the start list and to display start list reports

Organisation
- Classes
- Courses
- Clubs

Draw
- Classes
- Courses

Reports
- Classes
- Clubs
- Courses
- Individuals
- Start times
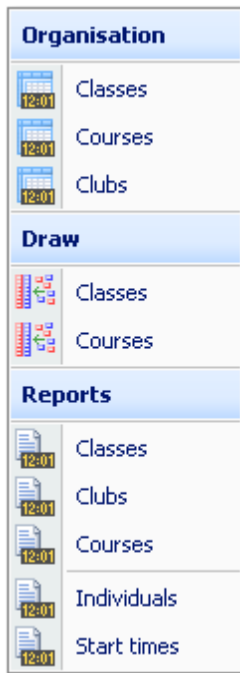
▬ Preparing the start list draw

With the Start list organisation, you define the basic structure for the start list draw.

A start list can only be drawn without errors if there is an error-free underlying organisation. For instance, you have to ensure distributing start numbers uniquely. Within a single start box, there must not be any start time with two runners starting. As a basic rule, equal start intervals should be maintained within each class. Building up the start organisation visually on screen, you can fulfil all these preconditions easily.

Besides the normal overview report, OEScore provides a comprehensive check report and an automatic adjust function if you had received many late entries.

In most cases you will draw the start list by classes. Then you have to do the necessary definitions with *Start list - Organisation - Classes*. For more details, see the Start organisation by classes reference.

Its is also possible to draw the start list by courses or in a manner which allows the members of the same club having their start times within a predefined time range. For more information on that, see the Start organisation by courses and Start organisation by clubs references.

▬ Performing the start list draw

If you had defined the start organisation by classes or clubs, then you can draw the start list using *Start list - Draw - Classes*.
If necessary, you can modify the result of this draw by simply dragging competitors to the desired start times. You can also distribute the start numbers there and seperate the competitors of each club if the rules demand that. For more details see the Start list draw - Classes reference.

The start list draw by courses works in the same way. See the Start list draw - Courses reference.

▬ How to modify/enter start times manually

There are several ways how to modify or enter start times manually.
- Editing Entries

You can sort the entries table by classes and start times and enter or modify the times manually. Use this method if you want to assign extraordinary start times for some reason or if you defined start times without any draw at all. See also the Entries reference.

- Dragging/editing within the start list table
  If you want to change start times according the start organisation, then invoke the start list draw form and drag the respective competitors into the right places. If you want to assign an extraordinary start time to a competitor, you can either drag him in the overview table or you can enter his start time manually in the bottom competitor panel. For more details see the Start list draw - Classes and Start list draw - Courses references.

- Editing the start time in Evaluate Chips
  This is recommended if you want to change a start time after the competitor had finished. See also the Evaluate chips reference.

Publishing start lists

Before the event, you will have to publish the start lists in the web. Use the HTML upload function if you want to publish the HTML output of OEScore directly or upload an export file if the web site renders its own format. If you are publishing HTML pages, check out if the fonts and columns are sized properly before you upload the files.

At the competition, you will need numerous printed start lists for different purposes. Don't forget the start lists for the start personnel. With OEScore you can print customized start lists by start times down to the level of a single start place or start box.

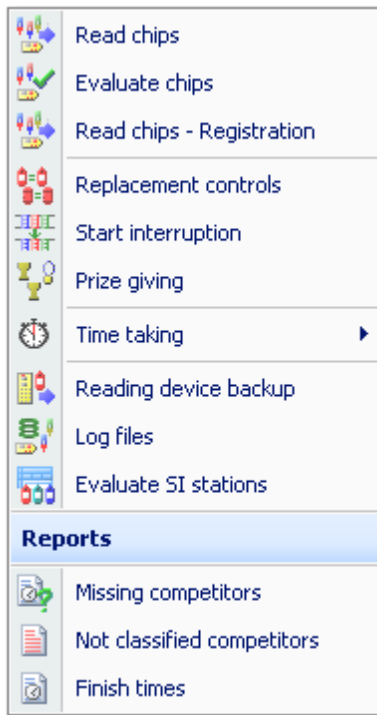For more information, have a look into the Start list reports and Upload files references.

See also
Start list reference

3.7 Running the competition

This topic gives you a short overview about the main tasks during the competition. Have also a look into the Advanced tasks chapter for more specialized tasks during the competition day.

They are available in the ***Competition day*** main menu topic.

📲	Read chips
📲	Evaluate chips
📲	Read chips - Registration
🔲	Replacement controls
🔲	Start interruption
🏆	Prize giving
⏱	Time taking ▶
📱	Reading device backup
📱	Log files
🔢	Evaluate SI stations
Reports	
📄	Missing competitors
📄	Not classified competitors
📄	Finish times

▬ Setting up the computer environment

It should be obvious that you must have all the PCs, printers and other components **tested and set up before** the competition day! Think about the network, the peripheral units incl. printers and chip system devices and testing OEScore in that network.

This will allow you a quick and smooth assembling at the competition day.

See also the Working in a network - Task based help and the Working with restricted user rights - Task based help.

▬ Reading (downloading) chips

Reading the chips in the finish will deliver you uptodate results during the running competition.

There are two different download functions available. Normally you should use the ***Competition day - Read chips***. For small events without pre-entries the special function ***Competition day - Read chips - Registration*** is designed.

Depending on the load in the finish chute, you may need to provide several download PCs in the network running the Read chips form. However, with the modern USB read devices both from Emit and SportIdent it is also possible to run two ore more Read forms with one device connected to each on the same PC.

For more information, see the Read chips and the Read chips - Registration references.

▬ Not started competitors

An important task which protects you from waiting for missing competitors in vain, is registering the not started competitors towards the end of the competition. There are two ways how to do.

If you are maintaining a start protocol, then use this to enter the not started competitors. The best place for this is the ***Competition day - Time taking - Manual input*** function. See the context help of this function for more information.

However, in the time of electronic punching systems, this is no longer necessary, especially with the SportIdent punching system. You can use start, check or clear stations to record the competitors at the start. Then you can

read the backup memories of those stations into OEScore and find out who did not start. This is the *Competition day - Evaluate SI stations* function. See the context help of this function for more information.

Handling all issues around the chips

The *Competition day - Evaluate chips* form is one of the most important working areas during the running competition. Here you can handle all issues with (wrong) chip assignments, point scoring, modify chip contents, and more. See the context help of this function for more information.

Retrieving useful information

Towards the end of the competition, several reports may become important, f.ex. the Missing competitors report. You find them under *Competition day - Reports*. See the Reports (Finish) reference.

The *Competition day - Prize giving* report delivers you useful information about which classes are ready for the prize giving. See the Prize giving reference.

Publishing results

You find the result reports under the main menu topic *Results*.
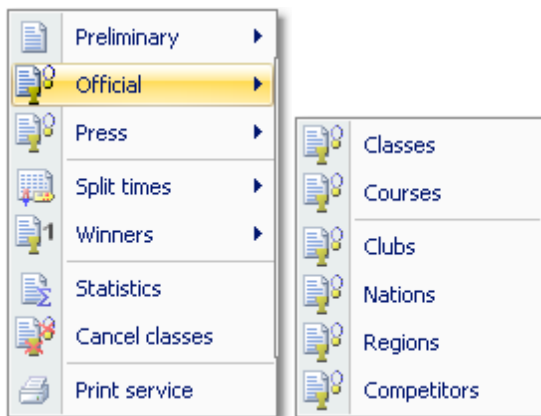
During the competition you can continuously publish results, either in printed form or uploading them to a web site using the HTML or another export. There are numerous different result formats for different purposes. The main types are the preliminary, split times and official reports. It is possible to have the results printed and/or uploaded to the web automatically. See the Result Reports reference.

Note
Don't forget regular backups during the event! Have a look into Data security - Task based help.

See also
Competition day reference

Results reference

Data security - Task based help

4   Advanced tasks

The topics in this section describe all the tasks which are not described in the Quick start tutorial section. Some topics do just provide more details compared to the Quick start section, others do describe tasks which are not basically necessary to organise an O competition.

Nevertheless, it is good to know about them and this may help you to simplify you work as an O organiser. Many of those functions had been implemented based on user requests, so not only I myself but also every user should profit from how they are doing the things!

There are also those functions described which are only available if you own the Pro version.

For reference purposes, you can use the table of contents as an index. Just pick out the task you need more information, look there and follow the links given to the reference section.

More information

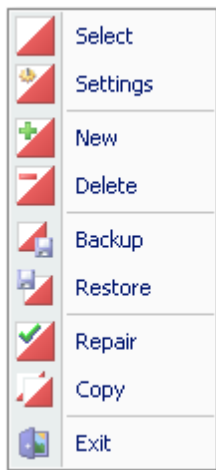In the Quick start tutorial you find all the tasks which are essential for organising an orienteering competition.

The OEScore setup has installed several *demo events* which had actually taken place. Many thanks to the organisers who allowed me to include their events here. Besides working on your own event, you may always check out how things had been done in the sample events.

4.1 Managing events

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.
If you need more information about this subject, please read carefully the Application folders reference!

The *Event* main menu topic offers you all functions which are necessary for managing multiple events.

On starting, OEScore always selects the previously selected event. Via *Event - Select* or the Select event toolbar button, you can select another event. See the Select event reference for more details.

To create a new event use *Event - New*. This will display the event settings dialog, where you can enter the characteristics of the new event. Look at the Create a new event reference to learn more.

If you want to modify the event settings later, use *Event - Settings*. See the Event settings reference for more details.

In the course of time old events, saved event status, or even test data will enlarge the event selection list unnecessarily. To delete an event, use *Event - Delete*. See the Delete event reference for more details.

Do not forget backing up your current event after each working session with OEScore. It is also recommended to make regular backups during the competition. This is the function *Event - Backup*. See the Backup event reference for more details.

If you followed a well thought out backup strategy, you have the chance to restore your event data in error cases. Use *Event - Restore* which is described in detail in the Restore event reference.

Due to faulty network settings or other reasons (you can't imagine what can happen...) you may have got corrupted data. You can try to repair this yourself using *Event - Repair*. See the Repair event reference for more details.

You may wish to duplicate an event, for example as a simple backup. Or you might wish to keep intermediate status of an event for later reuse. Or you may wish to use parts of a previous event as a starting point for the new one. This all can be done with *Event - Copy*. See the Copy event reference for more details.

See also

Beginning with the event

4.2 Managing archives

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.

If you need more information about this subject, please read carefully the Application folders reference!

For using the archive, this means a special advantage. Since you can define the same archive root folder for all SportSoftware applications, this means *that you can use exactly the same archive* from all SportSoftware applications simultaneously!

The *Archive* main menu topic offers you all functions which are necessary for managing multiple archives.

On starting, OEScore always selects the previously selected archive. Via *Archive - Select*, you can select another archive. See the Select archive reference for more details.

To create a new archive use *Archive - New*. This will display the archive settings dialog, where you can enter the characteristics of the new archive. Look at the Create a new archive reference to learn more.

To edit the archive, means the competitors, club, classes and the settings, use *Archive - Edit*. See the Edit archive reference for more details.

In the course of time old archives, saved archive status, or even test data will enlarge the archive selection list unnecessarily. To delete an archive, use *Archive - Delete*. See the Delete archive reference for more details.

Do not forget backing up your current archive after each session where you had edited it. This is the function *Archive - Backup*. See the Backup archive reference for more details.

If you followed a well thought out backup strategy, you have the chance to restore your archive data in error cases. Use *Archive - Restore* which is described in detail in the Restore archive reference.

Due to faulty network settings or other reasons (you can't imagine what can happen...) you may have got corrupted data. You can try to repair this yourself using *Archive - Repair*. See the Repair archive reference for more details.

Usually, you will create the competitors' archive by an import from an external database. This is done via *Archive - Import*. See the Import archive reference for more details.

Due to the import from a federation database, you may already have a well defined class table template for your events. Then copy this class table from the archive into the event using *Archive- Copy classes* and use this as your starting point. For more details see the Copy classes into the event reference.

Sometimes it may be preferred to Copy the clubs from the archive into the event beforehand: *Archive - Copy clubs*.

OEScore provides a comfortable function to maintain the archive based on event data: *Archive - Update from the event*. This function works perfectly if the event had been computed using the same archive, but it is also easy to use if the archive had not been used in the event. For more details see the Update archive from the event reference.

See also

Managing entries - Task based help

4.3 Interacting with web services

OEScore can interact in various ways with web services which offer different tasks. In the leading orienteering countries, the federation is responsible for a central web service which offers most tasks mentioned in this topic. There are also many web sites offering their services for online entries, online results, split times, etc.

▬ Maintaining the archive

In most countries, the archive is offered ready-to-use for OEScore. You can just download the archive backup and restore it. See the Restore archive reference for more information.

In other countries, import files are published by a central place, mostly the federation. You can import them into OEScore. See the Imports into the archive reference for more details. However, with large archives like those in Sweden, Finland and Switzerland, the import will take some time. So providing a ready-to-use archive should be preferred in that case.

One important topic is the class table. A template can be included in the archive (even if the competitors therein are not assigned to classes), which can be copied into the event and customized for the particular event. See the Copy classes into the event reference.

▬ Entries and start lists

There are numerous web sites which offer an online entries service. Almost all of them do support the CSV interface to OEScore or the IOF XML format. Use the export of the entries reports and the entries import to exchange data with those web services. See also the Reports and Import entries references.

Sometimes the class table of the event can also be provided by the entry service. Then you can import this file into OEScore. See the Import classes reference.

Mostly you will also publish the start lists at those sites.

▬ Results

During the event, you can continuously upload automatic results or intermediate times to a web site for online reporting. See the Result Reports reference.

After the event, you can upload the official results and split times. There are numerous services for visualization of split times available, sometimes together with displaying the routes on the map. Nearly all of them support the OEScore CSV format or at least the IOF XML format.

See also

Managing archives - Task based help

Import entries

Reports

4.4 Handling teams

OEScore is basically designed for individual runners. But it is also possible to handle teams with OEScore. This is common at MTBO competitions. Theoretically, OEScore can support teams with an unlimited number of members. In practice, this is limited by the space which is available in the name column of the result reports. So this should be *3 members per team* as a maximum.

The basic rule is that the team members start, run and finish together. Every team member must carry his own chip.

⊟ Predefinitions for teams

There is no pre-definition for teams necessary, f.ex. with the class. It is possible to have both teams and individuals in the same class.

⊟ Entries

You can enter all team members individually as usual. Use the Team column to assign the competitors to the right teams. Basically a team's members are assigned to another competitor of the same class and club, who will be called the team leader.
See the Entries reference for more details.

⊟ Computing teams

Each team member carries his own chip. The team's time is calculated by the first start time and the last finish time of all members. For the score result, only those controls will be counted which had been punched by all members.

See the Evaluate chips reference for more information.

⊟ Teams in reports and export files

In the entries and start fee reports, all competitors are displayed and counted individually. There is an optional column for the *team* which shows the team leader if applicable.
In start list and result reports and the speaker function, there is only a single line for the team. The names of all members will be given in the *Name* column. Extend this column if this looks as too small.

In import/export files, the *team assignments are not included*. You have always to take care of assigning them manually in the right way.

See also

Entries reference

Start list draw - Classes reference

Start list draw - Courses reference

Start list reports reference

Evaluate chips reference

Result Reports reference

4.5 Chip systems

The SportSoftware V11 for orienteering supports the two existing chip systems *SportIdent* and *Emit*. OEScore had been specially designed to make using those electronical systems as easy as possible for you and to provide you the best benefit. Of course you can use OEScore without any chip system also, but with pin-punching.

There are numerous functions which deal with the chip systems. Just click on the links to get more information on each topic.

General   Handling the chip system devices

                                   Serial port settings

                                   SportIdent settings

                                   Emit settings

Reading chips   Read chips

                                   Read chips - Registration

                                   Reading device backup

Evaluation and results   Evaluate chips

                                   Evaluate SI stations

                                   Result Reports

Speaker support   Speaker

Other functions   Replacement controls

                                   Log files

4.6 Advanced competition day tasks

There are several functions under the *Competition day* main menu item which will not be used at the average event but they may help you to solve special issues or provide you more comfort during the event.

▬ Replacement controls

It may happen that controls get lost or stop working during the event.

With SportIdent, you have the possibility to prepare some reserve stations in advance and use them to replace the faulty stations quickly. All you have to do is to enter the replacement. There is no extra preparation of a new station during the the competition necessary. These stations should carry code numbers which are not defined in the controls table.

With Emit, you may use this feature to put out controls with different code numbers for the same official code number.

You can also use this function to "correct" your own mistakes, f.ex. wrong code numbers at the wrong places. However, this is violating basic rules of the orienteering sport, so this may be used at low level events only.

See the Replacement controls reference for more details.

▬ Start interruption

Sometimes it may be necessary to have a start interruption.

With this function you can shift all start times beginning at a specified one by a specified time interval. The action can be restricted to specific start places and/or start boxes if necessary.

See the Start interruption reference for more details.

▬ Reading device backup

You can download the backup memory of a SportIdent or Emit reading device and insert the chips into the event. This function is often used if you had downloaded the chips into a standalone reading device, f.ex. the SportIdent printer set, and afterwards you want to load them into OEScore to be able to publish the results.

At events with pre-entries, this function can be used to restore all or selected downloaded chips if they had been damaged or lost in the event data and if they can't be restored using the Log files function.

See the Reading device backup reference for more details.

▬ Log files

For backup reasons, all downloaded chips will be saved in a local log file. This is useful for restoring after a crash or network problems. In the most cases, you may look for a single chip which may have become lost in Chip evaluation by removing it accidentally.

See the Log files function for more details.

▬ Automatic result print service

Using this result print service function, you can offer a *print service point* at your competition, where the competitors can get instant results and their own split time sheet, using their chip as the key.

See the Automatic result print service function for more details.

See also

Competition day reference
Results reference

4.7 Speaker support

At the time of the first release of OEScore, there is no idea how speaker functions (which provide intermediate times during the race) should make any sense at a score O event. Any useful feedback from you would be most appreciated!
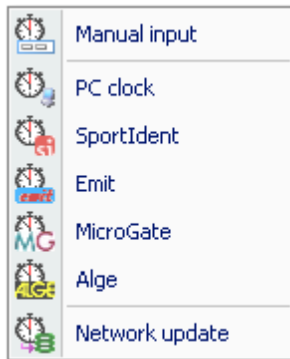
See also

> [Speaker reference](#)

4.8 Time taking

Besides the most common time taking method using the finish punch, you may have the need to enter finish times manually or use an external time taking system or the PC clock for time taking.

You find these functions under *Competition day - Time taking*. **It depends on your license whether you can use all functions here.**

So far the SportSoftware supports the SportIdent, Emit, MicroGate and Alge time taking systems. All of them can be used together with any of the two chip systems for identification.

▬ When is external time taking useful?

The electronic punching systems SportIdent and Emit provide their own natural method of time taking. This is punching (optionally) the start time at the start and punching the finish time on the finish line. Even at sprint championships the finish punch had become popular.

So an external time taking will only be used where the rules demand it, f.ex. at high level championships with TV broadcasting like WOC.

▬ About the hardware required

Like the radio controls and the speaker functions, also the time taking functions contribute to a heavy continuous workload on both the PCs and the network.

You need an extra PC which records the finish times with the time taking device connected to it. If you are recording the start times also, you could use the same PC and an additional time taking window but it is wise to have an extra PC for that task.

For more information about setting up the network see the Working in a network - Task based help and the Working with restricted user rights - Task based help. See also the instructions given in the Speaker support - Task based help.

▬ Setting up the time taking device

Open the *right time taking window* which applies to your device.

Connect the time taking device and (if necessary) the control station for the identification punch to the PC. If necessary, you should have the appropriate USB drivers installed. (This is a task which has to be done **before** the race...)

Be sure to set the right Com ports and speeds for both devices. See the Serial port settings reference for more information.

Verify that the time taking and the identification punches are working. Just trigger a time and punch at the control. Both must be protocolled in the window.

Be sure to read the Time taking - Basic principles reference first and then the context help of the time taking window you are using.

▬ Other time taking features

There are some more functions for the time taking available.

Time taking - Manual input

For some reasons, it may be necessary to enter finish times manually, f.ex. if you are using an external time taking system which had a failure for some time. However, the best known purpose of this form is that you can *enter not started competitors very quickly* here. See the Manual input reference for more details.

Time taking - Network update

During a network break the clients which collect the times and punches can switch to local mode (emergency mode) and just continue working locally. Later those times must be uploaded with this function from each client. See the Time taking - Network update reference for more information.

See also

Time taking reference

Results reference

4.9 Data security

Especially when nobody expects it, computer hardware, especially hard disks, or the network may fail or humans will make mistakes. [Murphy's law]

The SportSoftware event applications are nothing else than serious business data processing applications like those you may be working with in your company. In such companies, precise and well-defined data security and backup strategies are a matter of course. A data loss may cost much money or ruin the company at all.

With orienteering event data, this is a similar scenario. A failure before the event may cost you much time to rebuild the data, and you won't be sure if you then have everything like before. A failure during the competition may stop and break it and you may not be able to provide results. By a failure after the event, you may lose all results if you did not upload them into the web yet.

To minimize your risk, OEScore provides various functions and features which should help you here. However, you as the user are the one who must **DO** it!

▬ Regular backups

OEScore provides easy-to-use **Backup** and **Restore** functions. Using other backup methods is not recommended since they may not save all necessary data. In our days, the USB stick is the best backup medium. See the Backup event and Restore event references.

It is recommended to make a backup

- after every session before the event (mainly entries)
- just before the start list draw
- after the start list draw, before publishing the start lists
- just before the event begins on the competition day
- on a regular basis (30-60 mins) during the event
- after the event has been finished

Most important is the backup with the data before the event starts. This may serve as a basis for rebuilding the data later, using log files etc.

▬ Log files

All functions which collect data, are saving their data into **local log files** also. OEScore provides easy functions which you can use to restore anything out of the log files back into the event. The backup memories of the SportIdent master stations and the Emit MTR units are another kind of sources which could be used to restore data.

For more details, refer to the following references:

Read chips

Read chips - Registration

Log files

Reading device backup

▬ Emergency mode

The **Emergency mode** helps you to overcome network breaks. The basic idea is that during a network break the data collecting clients can switch to local mode and just continue working locally. Later those chips or finish times can easily be read from the log file into the main event, after the network is up again.

For more details, refer to the following references:

Read chips

Read chips - Registration

Log files

Time taking - Basic principles

Time taking - Network update

See also

[Working in a network - Task based help](#)

4.10 Working with restricted user rights

The SportSoftware supports working with restricted user rights. However, there are some preconditions to be observed.

When installing OEScore, the newer Windows versions (namely Vista and Win7) will raise the user rights where it is necessary. On WinXP and Win2000, be sure to install the software with admin rights.

Basically it is always recommended to run the SportSoftware with admin rights. This had been the standard up to Windows Vista, so nobody did take care of that and the previous SportSoftware version 10.x did not experience any discussions about user rights. Now with Windows7 we have the situation that Win7's standard is the restricted user. This is fully supported by the SportSoftware version 11 but you must ensure some preconditions.

OEScore is working on three basic types of data files, which are the application settings, the event data and the archive data. See the Application folders reference for more details. The following instructions are valid both for local and network operation.
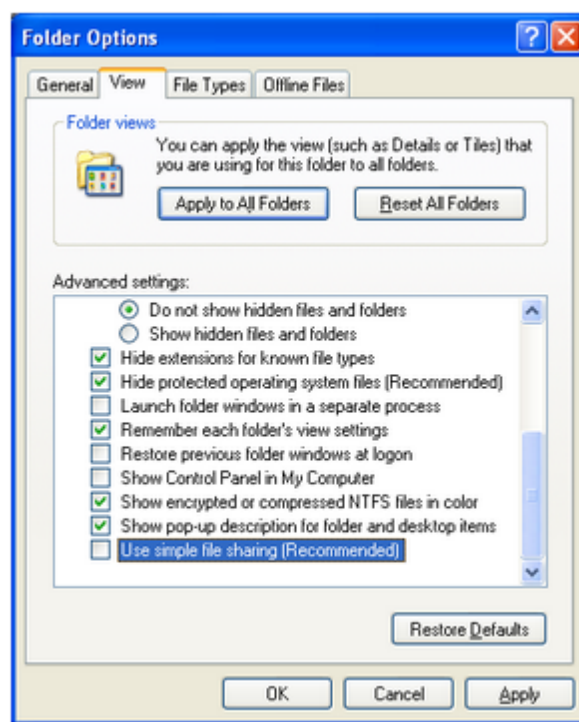
▬ Setting up Windows

Beginning with Win2000, all Windows versions allow to define precise access rights for all files and folders down to a single-user-basis. However, this feature is hidden by default. To make it visible for you, open the ***Windows Explorer***.

Click on *Tools-Folder options*. Select the *View tab*.

Deselect the option *Use simple file sharing*. Click on **OK** to save this.

This will display an additional Security tab with the properties of every folder or file. See the next paragraph.

Notice: This Windows security feature does work on hard drives using the NTFS file system only. It does not work on the older FAT16 or FAT32 file systems which may still be installed on your WinXP or Win2000 system. If you have such a hard disk installed, then simply always work with admin rights and don't care about this chapter.

▬ Setting up the folder access rights

To be able to work on any data and settings files, OEScore requires full read/write access to the required folders and files. By default, Windows (all versions) grants full access only to privileged users with admin rights and to the owner (creator) of the files.

This means f.ex.

- If an administrator had set up the application settings path or created an event or archive, they will not be accessible for any other user with restricted rights.
- If a restricted user had set up the application settings path or created an event or archive, they will be accessible for him and every user with admin rights but not for other restricted users.

To overcome this, you have to set full access rights manually for the required folders. If you are using a reasonable folder organisation, then it will be sufficient to set the rights for the common root folder only. Those rights will be inherited automatically by all folders and files below this folder.

For example, if you are using the recommended SportSoftware standard for application folders, you simply have to set the rights for the folder *C:\SportSoftware*.

Right-click on the folder name in the explorer and select Properties. In the properties dialog, select the Security tab. You may find the Administrators group selected which has full access rights by default. Select the group Users below that. Check the box for Full Control and save this setting by *OK*.
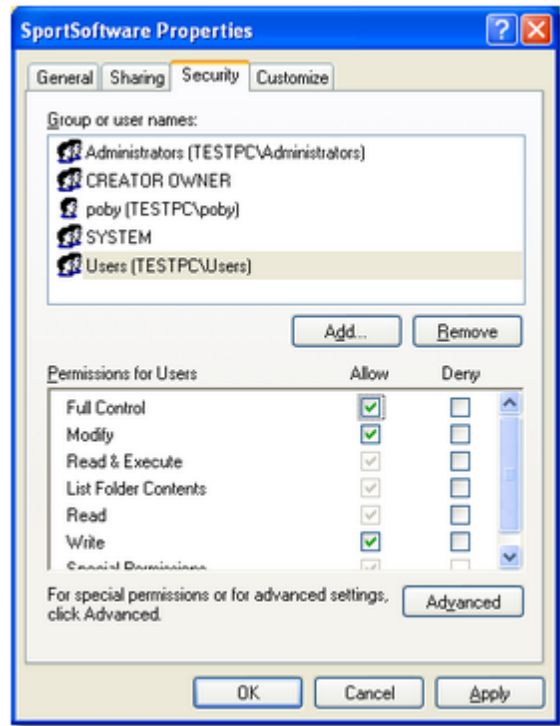
Troubleshooting

OEScore will prompt you if it detects that you don't have the necessary access rights on any data.
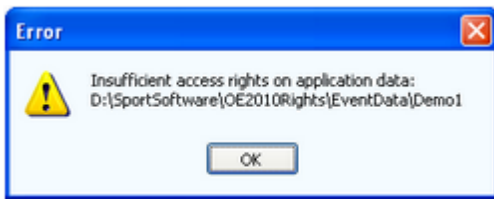
This check is done whereever it seems to be reasonable, f.ex. when selecting an event. To fix this, please check out the rights for all users on that folder and all parent folders. See the instructions given above.

Disclaimer

The author refers to his common license agreement. With the current state of PC technology, it is not possible to implement a software running under MS Windows, which behaves equal with all possible configurations. The author offers his assistance for troubleshooting.

See also

Application folders reference

Working in a network - Task based help

4.11 Working in a network

Please ensure that you had understood the principles which are explained in the Application folders reference!

The SportSoftware supports networking. From the users' view, this means that multiple PCs can access the same event or archive concurrently, which is saved on a central PC's hard disk. In the following, the central PC is called the *server* while the others are called the *clients*.

Each PC node must have the application installed locally. On a first glance, it looks like this would be not necessary for the server, but there are strong reasons to do so, see below.

OEScore should always be installed locally and be launched from the local hard disk. Experienced network users could think about installing the application on the server only and run it from there on all clients. With the V11 Application folders concept, this would be possible but it is not according the idea of the SportSoftware. Think about what you will do at network breaks. No further processing possible...

Only the event data and the archive data on the server can be accessed concurrently! Application settings should always be saved locally.

⊟ Setting up the network

This guideline is valid for all Windows versions. It is also valid for both the events and the archive. You can have both locally or remote, independently of each other. However, this is not recommended... Either you should have both remote or you should have both locally. The following instructions for the events are also valid for the archive.

- First of all, you should have executed OEScore at least once. When launched, OEScore checks some settings which are necessary for a reliable and safe data processing. You will be prompted if OEScore found some problems here and you will be asked to rerun the setup and reboot in order to fix this. This is especially important for the server, so you must have installed OEScore on the server. There will be some more tasks which can be done best on the server directly, so there is no reason why not to install OEScore there. *For upgraders from V10*: This is exactly the procedure which the CheckPC tool did formerly.
- Share the event and/or archive root folder on the server PC, including all subfolders. Allow full read/write access for all clients.
- Of course, you may have to check out how the firewall behaves on every PC. Normally it should be possible to allow full access for anybody in the local network. Or you may have to allow every client to access the server individually. If you don't have an internet connection (which is often the situation at O events...) then you may just shut up the firewalls. There are no studies available how much the performance improves without a firewall, but it is most likely that this will be the case.
- On every client PC, go into *Event - Select* and select the event root folder on the server there. For more details see the Select event reference
- Consequently, at the server you have to select the same folder which is local to this machine.

⊟ The networking limits of Windows

In all newer Windows versions, Microsoft has limited the maximum number of clients in peer to peer networks (which is being used here). This does not mean the overall number of PCs in a certain network, but the number of PCs which can access the same event (= the same data) concurrently. The limit is valid for the server PC. See here a summary:

Windows 2000 Prof.	10
Windows XP Home	5
Windows XP Prof.	10
Windows Vista	10
Windows 7	20

Note that the SportSoftware V11 **does not run on** Win95, Win98, WinMe and WinNT. It may be possible on Win98 or WinNT, but this is not supported.

If you need to connect more clients to your network, then you must use a Windows Server Edition at the server PC (most likely Win2008 server), and you have to purchase the appropriate license which covers the expected number of clients.

➖ Checking out the performance

The default settings of Windows are not perfect for a fast multi-user peer-to-peer database access in a network. This will not matter for small networks at small events, since the underlying DBIsam database system is so fast that you will be pleased with that. But it may become important at large events and especially if you are using a Windows server OS and/or mixed client PCs with Win7 or Vista and XP. I have collected some hints and you may have a look for that in Optimizing network performance - Task based help.

➖ More hints

Some functions require **exclusive access** to the event data (e.g. some imports). At this moment, there must not be any clients accessing the same event.

Before using a network configuration at an event, be sure to **test it thoroughly with the application**. Verify the settings given above. Test exactly those machines which will be used at the event! Mixed environments with different Windows versions should work without any problems. It is recommended to use a PC running on Windows XP Professional or Windows 7 as the server.

If you are working in the network, this will be indicated in the status bar. If a client loses the connection to the server, it will try some seconds to continue until you will be prompted by the Network lost dialog.
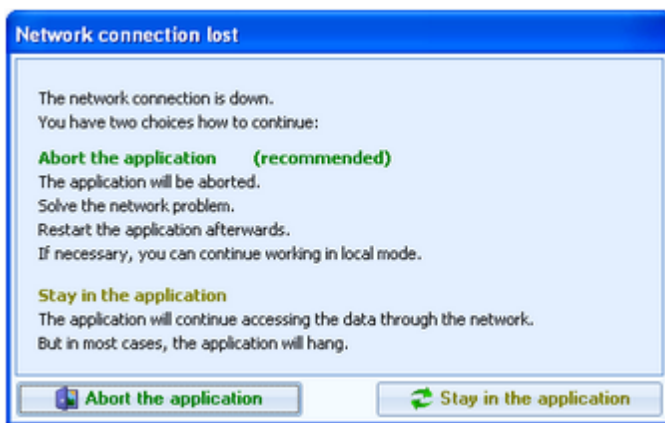
However, there are rare situations where staying in the application will help. In most cases it is recommended to abort the application and restart later after having solved the problem. Have in mind that OEScore provides some methods to continue working during network breaks, f.ex. the Emergency mode of the Read chips form.

Disclaimer

The author refers to his common license agreement. With the current state of PC technology, it is not possible to implement a software running under MS Windows, which behaves equal with all possible configurations. Above all, this is true for network installations. The author offers his assistance for troubleshooting.

See also

Optimizing network performance - Task based help

Select event reference

Select archive reference

4.11.1 Optimizing network performance

The default settings of Windows are not perfect for a fast multi-user peer-to-peer database access in a network. This will not matter for small networks at small events, since the underlying DBIsam database system is so fast that you will be pleased with that. But it may become important at large events and especially if you are using a Windows server OS and/or mixed client PCs with Win7 or Vista and XP.
In former times of Windows XP together with Windows Server 2003 you never had to take care of this. Win7 and Windows Server 2008 introduced some new network settings which should boost the performance but they don't do so in most cases. More, they are contraproductive for peer-to-peer networks which use shared ISAM databases like the SportSoftware. I have collected some hints and you may work through the steps given here.
There are tons of sites in the internet where you can get information about this topic. So, if you don't fully believe what

I am writing here, just do a Google search for *Win Server 2008 network performance* or simply one of the *setting names* given below.
Some of the hints given in this topic are also helpful if you are working standalone and always locally. Just read everything...

Before you begin

All of the settings described below have to be done as **Administrator**!

Before you begin with changing the settings on your computers, *create a System Restore Point* and give it a descriptive name. If you are not familiar with this, then look into the Windows help or google it.

Write down the previously existing settings carefully. If a PC is one which you (or others) are using at work, then it will be necessary to reset it back to the original values after the event. You can do this by restoring from the System Restore Point, but it is always good to be able to verify that everything is again as it had been before.

If this is your private PC, then it would be worth thinking about keeping the changes. Most have clear advantages also outside the SportSoftware...

After every step, you will always have to reboot your computer to get the changes into effect.

Set up your network like it is given in the Working in a network - Task based help, paragraph *Setting up the network*
.

You may not see the effects immediately, testing with a small network outside a running event. But you can be sure that you will profit from them during a running event.

Use fixed IP addresses

Relevance Should always be done when working with the SportSoftware.

By default, Windows computers are set to be as flexible as possible with respect to networking. One example is the default setting that a PC should *obtain its IP address automatically*. This may be right for WLANs, but for local networks (LAN) this is always slow and unreliable not only for multi-user database access. You will even see the difference when trying to access a file on the server PC via the Windows explorer.

Set a fixed IP address

Windows XP: Doubleclick the LAN connection symbol in the task bar.

Windows 7: Open the Network and Sharing center with the LAN symbol and click on Local Area Connection.

This will display the LAN connection status dialog. There, click on Properties. In the list of that dialog scroll down to Internet protocol (TCP/IP). Click on that (but do not uncheck the checkbox!) and then on the Properties button below. This will display the Internet protocol properties dialog.

If *Obtain an IP address automatically* is checked, then click on *Use the following IP address*. Enter an appropriate IP address. IP (V4) addresses usually have the form like 192.168.11.1, where the first two numbers are predefined by some standard. 192.168. is a well known default for private LANs. The 3rd number identifies the LAN and it must be the same for all PCs in your LAN. The last number identifies the singular PC or even another unit like a printer or Internet router. It must be unique within your LAN. Define a useful numbering scheme for your LAN and set all your PCs.

The subnet mask is always set to 255.255.255.0 automatically and it should not be changed. The default gateway is necessary only for web access. In this case it must carry the IP address of your Internet router, otherwise it can be left blank. The same goes for the DNS server address.
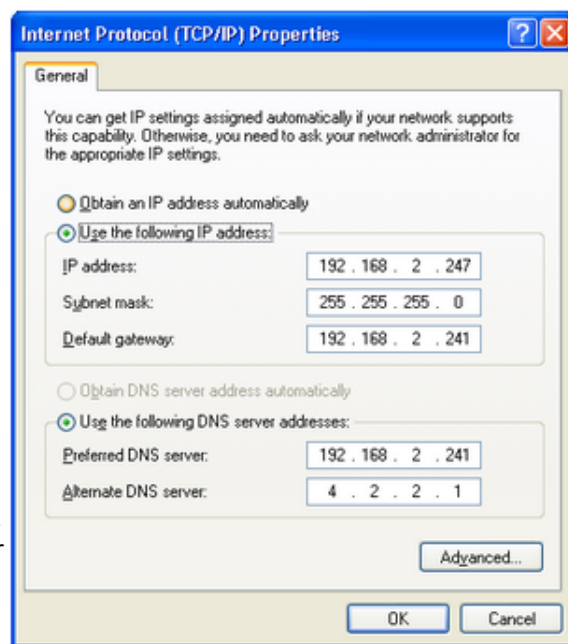
At some XP versions and for sure from Windows Vista on, you have an additional tab Alternate configuration available which allows you to save this configuration there. So you can switch between the special SportSoftware setting and your standard one with a single mouseclick.

On newer PCs there may be two TCP/IP settings, one for V4 and one for V6. The sample is the V4 which should be used in local area networks.

Define the Workgroup

Rightclick on My computer and there on Properties. This will display the System properties dialog. Click on the tab *Computer name* and there on the button *Change*. This opens the Computer Name Changes dialog. Define a descriptive workgroup name and use this for all PCs in the LAN. The default setting is something like *Workgroup* and you may even leave it as it is.

Finally close all dialogs by *OK*.
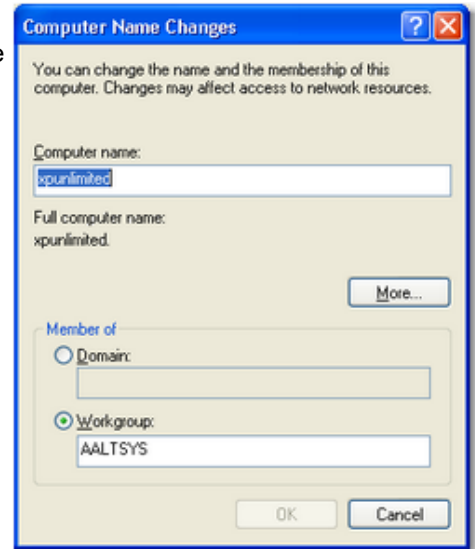
Having finished these settings, reboot all PCs. Experience how easy you can access remote files using the Windows explorer. It is just like accessing files locally, and this is how networking should work.

Notice: Firewall

Of course, you may have to **check out how the firewall behaves**. Normally it should be possible to allow full access for anybody in the local network. Enter your IP range as a trusted zone into the firewall settings. For more details, look into the help of your firewall. Or you may have to allow every client to access the server individually. If you don't have an internet connection, then you may just shut up the firewall. There are no studies available how much the performance improves without a firewall, but it is most likely that this will be the case.

▬ Set the virtual memory

Relevance Necessary for all PCs, independently of the SportSoftware.

The size of the virtual memory is a setting which is by default set to be *managed automatically by Windows*. However, it is an old rule coming from the beginning of Windows that a fixed value for the virtual memory size improves the overall performance of the PC. This rule is still valid for the newest hardware.

See below descriptions for Win XP and Win7. On the server OSes, this will be similar.

Windows XP

Rightclick on My computer and there on Properties. This will display the System properties dialog. Click on the tab *Advanced* and there on the *Properties* button of the Performance (mostly the topmost settings panel).

This will open the Performance options dialog. Click on the tab *Advanced*. There you see a panel called *Virtual memory*. Click on the button *Change*. This opens the Virtual memory dialog.

In the drive listbox keep the preselected drive. Select *User defined size*. There, enter the same value as initial and maximum values. Windows will propose a value here. Simply use that one (and insert the same value for the initial size) if this looks reasonable and if this is about 150% of your hardware memory.

Click on *Set*.
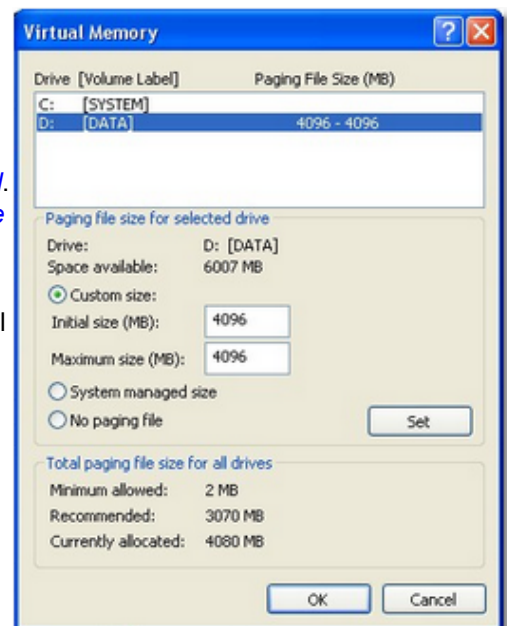
Windows 7

Rightclick on My computer and there on Properties. In the left pane, click Advanced system settings. This will display the System properties dialog. Click on the tab *Advanced* and there on the *Settings* button of the Performance (mostly the topmost settings panel).

This will open the Performance options dialog. Click on the tab *Advanced*. There you see a panel called *Virtual memory*. Click on the button *Change*. this opens the Virtual memory dialog.

Uncheck the *Automatically manage paging file size for all drives* check box. In the drive listbox keep the preselected drive. Click on *Custom Size*. There, enter the same value as initial and maximum values. Windows will propose a value here. Simply use that one (and insert the same value for the initial size) if this looks reasonable and if this is about 150% of your hardware memory.

Click on *Set*.
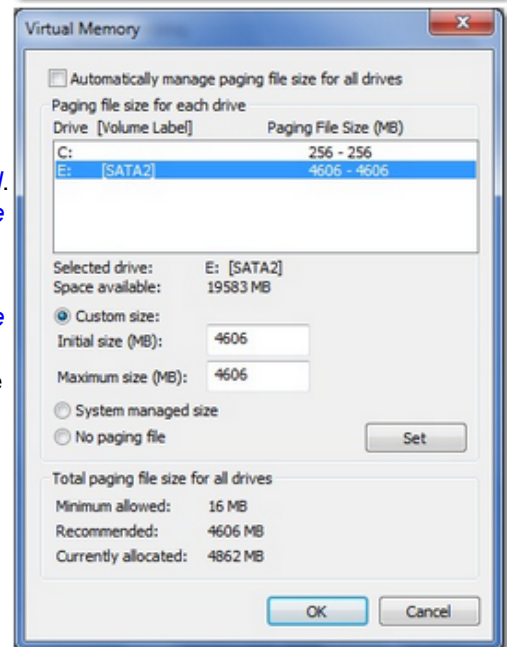
Finally close all dialogs by *OK*.

Reboot the computer as you are asked to do so.

▬ Map a drive to the server folder

Relevance All client PCs.

It is wise to *assign a drive letter* to the server's event root folder. This will cause that Windows will try to search for this network drive automatically when starting up. So you will have it available automatically when you want to select the event.

Open Windows Explorer or My Computer. In the menu, click on Tools-Map Network drive. This will open the respective dialog.

Select a drive letter from the drive listbox. Use a letter by which you easily recognize that this should be a network drive, f.ex. something like K:, L: etc. Click on the *Browse* button and *select the network drive* or folder which you want to map. **Notice:** *you must map at least the event root folder on the server*, not only the folder where the event is saved. Of course, any folder above the event root folder or the whole drive could also be mapped.

Check Reconnect at login to enable the automatic detection when booting the computer.

Close the dialog by *Finish*. Reboot the computer.
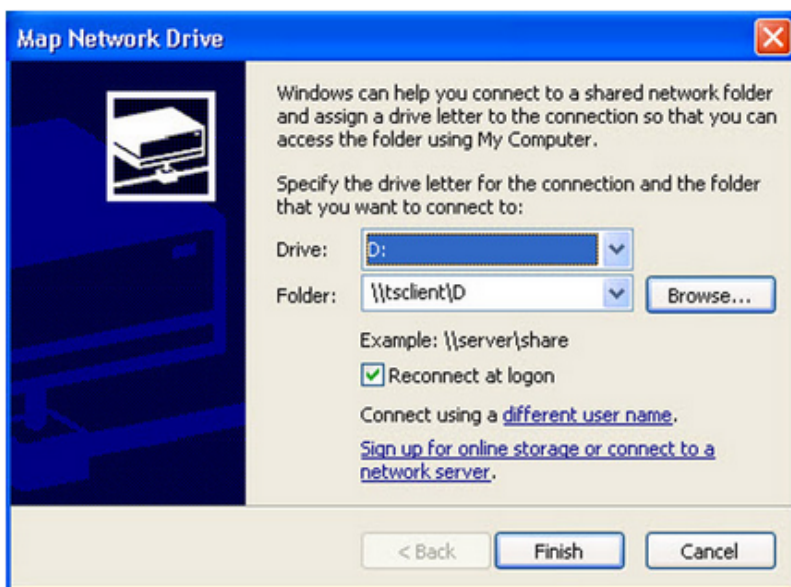
Check out the virus scanner

Relevance All PCs.

This hint is not really network-related, so everyone should take care of this.

I got sporadic feedback that some functions of OEScore could not be invoked or the application hung unexpectedly. No bugs were the reason for that but an over zelous virus protection software installed on those computers. It may happen that such virus software modifies an application exe file erroneously. Especially the applications of Avira AntiVir and Avast, which are available for free, are well-known and have a bad reputation for that.
From 2013 on, OEScore and its setup program are signed by a trusted certificate. This means, no virus checker should touch them anymore. Instead, you will get a prompt if Windows detects that the exe file had been manipulated.

The same thing can happen to data files and temporary data files which will be used by the database system.

Usually the virus checking software provides an exception list where you can enter those files/folders which should be considered as trusted and therefore should not be checked. Enter all folders there which are given in the Application folders dialog:

- Application installation folder
- Application settings folder
- Event data root folder
- Archive root folder
- the folder where you usually save your downloads (-> setup files)

For more information, read the Application folders reference.

If you had those problems described above with OEScore, then reinstall it after you had done the settings in the virus software. Re-download the setup (since this one may also be damaged) and reinstall the software. It is not necessary to deinstall it beforehand, a simple reinstall should be sufficient.

Of course, to just evaluate whether the virus checker was actually the problem, you may simply deactivate it for some time.

Disable all background applications

Relevance All PCs.
There may be numerous programs running in the background which had been launched when booting the PC, f.ex. Facebook, ICQ and similar, Office task bar, etc. All of them eat up PC performance and mostly also network performance.

Check out everything, whether you need this during working with the SportSoftware in a network at an event. Stop or disable all unnecessary programs.

Registry settings

All necessary registry settings had been done with the OEScore setup.

Disable Remote differential compression

Relevance This setting is only available on PCs with WinVista, Win7 and newer, as well as the server OSes 2003 and 2008. It is not available on Windows XP.

Remote Differential Compression (RDC) had been introduced in WinServer 2003 and it is available on all later versions of Windows. It is enabled by default.
RDC allows data to be synchronized with a remote source (server) using compression techniques to minimize the amount of data sent across the network. There seems to be a problem with this in Windows 7, leading to slow file access over the network. So it is recommended to disable RDC.

Open the Control Panel and click on Turn Windows features on or off there. This will open the Windows features dialog.

Uncheck the option Remote Differential Compression.

Close the dialog by *OK*. Reboot the computer.
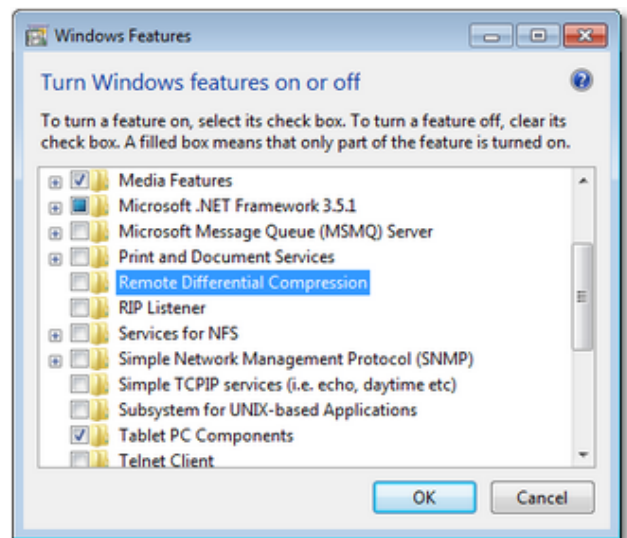
Turn off Windows Search Indexing

Relevance All PCs.

In order to speed up the file search process, the Windows search indexing service scans through the files and folders on the Windows system continuously and records information about them in an index file and the memory. This can take up a lot of memory and resources and will certainly affect your computers performance. It might even be indexing locations that you never intend to search for files on.
You may ask yourself: how often are you using the Windows search to look for a distinct file over the whole disk? If the answer is: not more than once a week (I believe it will be much less), then you can turn off this feature. A search without index does not take that long. So you don't need to suffer from low performance all the time only to shorten a file search once a week from 30 seconds to 5 seconds.

This is especially helpful for the server PC.

Go into the Windows explorer or into *My computer* and rightclick drive C:\ (the root folder). This will open the Local disk properties dialog.

*Uncheck* the option Index this drive for faster searching. Also look at the other option Compress this drive to save disk space. This one is unchecked by default. If this is not the case, then uncheck this also.

Click on *OK*.

You will be asked whether you want to disable indexing for drive C:\ only or C:\ including all subfolders. Select the latter option. Windows will take some time to change this attribute.

Repeat this procedure with all drives on this PC.

Finally reboot the PC (you only need to do so after the last hard disk).
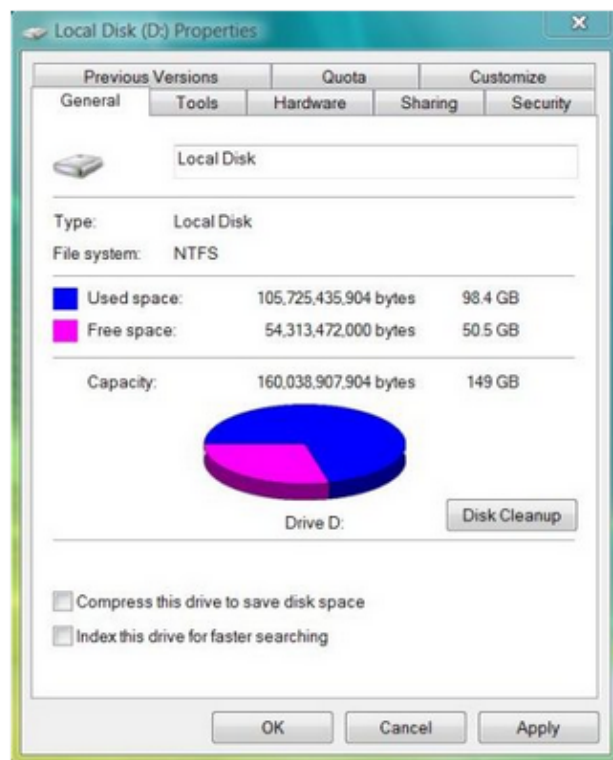
Turn off Power saving settings

Relevance All PCs.

Especially for notebooks, the energy or power options are set in a way *to save battery power*. But this is not advisable and not necessary when working with the SportSoftware at an event. So you should *set them to full power*, so that nothing except the monitor will be shut off automatically during the event.

Open the Control Panel and click on Power options. This will open the Power Options Properties dialog.

From the list Power schemes, select a scheme which looks like *Maximum power* or *Continuous operation*. This one should already have *all options* set to Never. If this is not the case for a singular option, then *change this one to Never* as well. The only option which does not require Never, is Turn off monitor. You may set this to maybe 30 mins.

Close the dialog by *OK*.
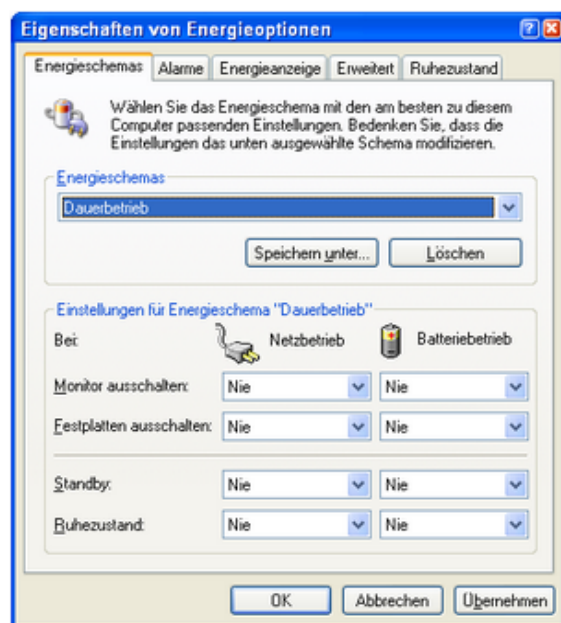
Set the network interface controller parameters

Relevance All PCs running with Win7 and newer or WinServer2008 and newer. You may check XP and WinServer2003, but most likely there are not those options, except the last one, Power management.
Only change this if you did all other changes given in this topic and if you are still not satisfied with your performance!

There are numerous settings which belong to your network adapter, whose default settings are responsible for a slow network performance.

Windows XP: Doubleclick the LAN connection symbol in the task bar.

Windows 7: Open the Network and Sharing center with the LAN symbol and click on Local Area Connection.

This will display the LAN connection status dialog. There, click on Properties. On top of this properties dialog you see your network interface controller (NIC). Click on the Configure button right of that. This will display the Properties dialog of your NIC. Click on the Advanced tab.

In this dialog, set the following values.

All options which have something like Offload in their name, f.ex. Large Send Offload (IPv4), Large Send Offload (IPv6), TCP Checksum Offload, etc.	Disabled
Flow Control	Enabled, sometimes also RX&TX Enabled
Optimize for	Throughput
Any options which have to do with possibly sending the NIC into sleep or standby mode	Off or Disabled
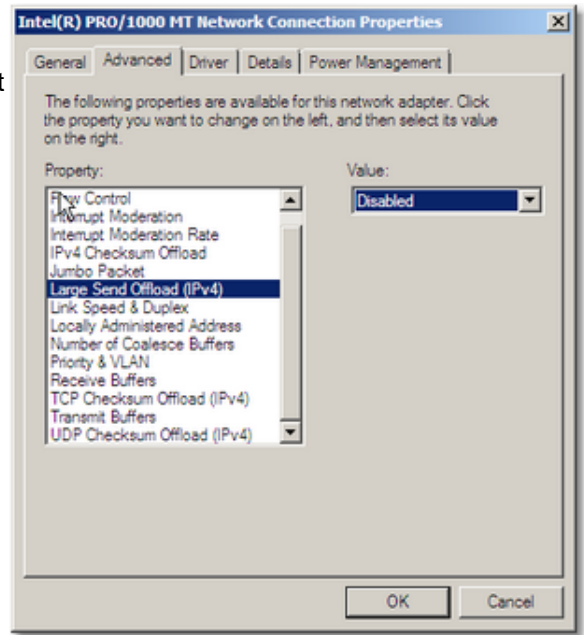
Some settings may not be available on a particular NIC, and some may have different names. Most important are the Offload and the Flow Control values.

Then switch to the tab Power Management and *uncheck* the option Allow the computer to turn off this device to save power.
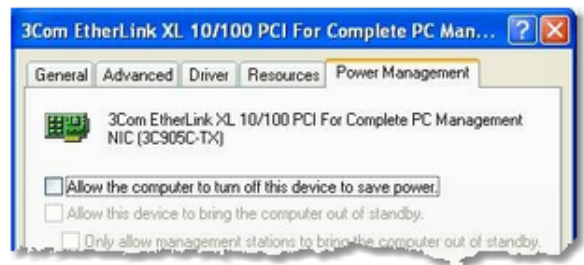
Finally close all dialogs by *OK*. Reboot the computer.

WLAN

After you had done all those tweaks to improve your network peformance, then you should not destroy all those efforts by using a WLAN for data processing. So a strict rule is:

Do not use a WLAN for the local data exchange!

With local data exchange I mean:

- no PC should access the SportSoftware event data via the WLAN
- no PC should access any printer or other device in your wired LAN via WLAN

The background is that WLAN communication is extremely slower and much more interference prone than the wired LAN. You may ask why, since this is not the case with internet access. The answer is that the peer to peer database access of the SportSoftware is completely different to what is performed with an internet access.

On the other hand, it is **no problem if the WLAN is used for Internet access only**. You can easily connect to a WLAN hotspot (which must not be a node in the LAN) and via that one to the internet. But have in mind what I wrote above about background applications. Only do what is necessary. F.ex. you may have a single PC in the network which has the internet connection for continuous result uploads to the web.

Disclaimer

The author refers to his common license agreement. With the current state of PC technology, it is not possible to implement a software running under MS Windows, which behaves equal with all possible configurations. Above all, this is true for network installations. The author offers his assistance for troubleshooting.
The author disclaims all responsibilities for damages arising out of performing or inability to perform the hints given in this topic.

See also

[Working in a network - Task based help](#)

5 Reference

This section contains reference documentation of all OEScore working forms and the common dialogs which will be invoked from there. You will get the same help topic displayed if you click on Context help in the corresponding window.

For a better understanding, there are extensive cross-references and links to the Quick start tutorial and Advanced tasks sections.

5.1 FAQ for upgraders from V.10.x

The user interface of OEScore is very different from that in version 10 and earlier. Also the structure and the visual appearance of this help file had been modernized thoroughly.

Although upgraders will find the working functions very quickly since the main menu is quite similar to the one of V10, the way of working within the functions is completely different, as this is always the case when modernizing an end-user application to a new Windows UI level.

There are also many functional improvements. But these are too much, so that you will not find a list of them here for the first V11.0 release like you were used to from previous versions. Of course, with later minor releases they are documented herein as usual.

Even if you are an experienced SportSoftware user I recommend that you work through the Introduction and Quick Start Tutorial chapters of the new help briefly before you start working with the new version. This will help you to familiarize yourself with the new features.

Where is Everything?!

▬ What about CheckPC?

The former *CheckPC* add on had been integrated into OEScore. This check is done every time when OEScore starts up. On errors, you will have to repeat the setup in order to set the right values in the registry. However, for the V.10.x users, CheckPC is still available for download as a standalone application.

▬ Where is the Archive Manager for V11?

The functions of the *Archive Manager* (which is still a standalone application for V.10.3) had been integrated into OEScore.

See the Archive topics in the Advanced tasks and Reference sections.

▬ Where is the Layout Manager for V11?

The functions of the *Layout Manager* (which is still a standalone application for V.10.x and earlier) had been integrated into OEScore. You can define and edit the label layouts just like the report layouts. Unfortunately, this basic improvement made it impossible to upgrade your own layouts from V10 into V11. However, there is a simple procedure how you can do that yourself easily.
See the Label layout editor reference for more details.

▬ Where is the network dialog?

The SportSoftware V11 has a more advanced method implemented where the event data are saved. You can select a local or a remote folder with a list of events in the event selection dialog.

▬ Where are all those entries functions like classes, clubs and start fees?

All entries functions except the import and the direct entries had been integrated into a single entries function. Just open the Entries window and play around a bit. Don't forget to read its context help! Also a good entry point would be reading the Managing entries topic first.

▬ Where can I define the controls?

The controls table had been integrated into *Courses-Courses*. Also the most summary reports had been concentrated in this form now. Just play around a bit with that. Don't forget to read its context help!

▬ I am missing some more functions in the main menu?

Some functions had been moved to the Extras or Settings main menu items. Look there or search in the index of this help file.

▬ Why can't I move the windows anywhere on the screen?

The new UI follows the *Microsoft MDI* (multi document interface) standard. All windows of the application must be placed within its main work space. I am sure, you will experience the avantage of this standard very quickly. One basic advantage is that this allows you to launch OEScore several times, so that you can work on multiple events concurrently.

See User interface for more details.

▬ **Where is the report selection dialog?**

There is a new report selection panel which is integrated in the report window. See the Reports reference for more details.

▬ **I can't see the whole working form within the main form?**

Just enlarge the main form and resize the working form inside it.

▬ **Where are the open windows?**

With many open working forms and especially report forms, you will lose the overview since all those windows are overlapping each other. In the *Windows* main menu item you will find all open working forms and reports. Click on the one which you want to bring to the foreground. See also the Main window reference.

▬ **Select language: where is the database sort order?**

The database sort order defines the Windows setting about the alphabetical sort order in the database. In V10, this setting had been included in the language selection. However, this was not the right place for it since this is event/archive specific. Also, in V10 you had to repair the event/archive afterwards to get it into effect. With V11, this setting can be changed directly when repairing the event or archive. See the Repair event reference or Repair archive reference for more information.

▬ **Where is the Missing chips report?**

The content of this report had been included in the Missing competitors report. See the Reports (Finish) reference for more details.

New and Different – Major Changes

▬ **Application folders**

Until V10, all the application settings had been saved into the application install folder and the events had been saved into subfolders of the application folder. However, this is against the rules which Windows defined since Windows XP. Now you can define yourself where to save them. The SportSoftware offers some standard settings but you can completely customize this to your needs if you like. One of the main advantages is that you could manage different sets of events in different data folders. See the Application folders reference for more information.

▬ **Working forms**

Editing the data grids in the working forms had been revolutionized. Besides the speed and modern UI, the most important improvements are being able to sort by any columns and customizing the grid layout visually on screen.

▬ **Reports in general**

The report handling had been revolutionised. Now the report displays immediately using the last selections. Selection and setting sort order and options can be done directly in the report window. Report and label layouts can be edited there also. You can have multiple layouts for the same report. Graphics are supported both for report and label layouts. For more information see the Reports reference.

▬ **One-click-reports**

The most used reports, start lists and results, are now accessible directly from the main menu. With a single click, the desired report will be displayed. The most used of them, start lists and results by classes, are also accessible by the toolbar.

▬ **Label layouts**

Formerly, the label layouts had been kept outside the event applications and they had to be edited by the Layout Manager. Now the label layouts are directly assigned to each report (in the same way as the multiple report layouts) and they must be edited with the integrated label layout editor. There is one major advantage to

the previous solution: now you can only place those fields on the label which are actually valid for the report. To enable using the same layout by multiple reports, there are layout pools used. See the Report reference for more information.

Read chips

The Read chips form had been split into Read chips (which is like you are used from V10) and Read chips - Registration, which provides the possibility to register the entries in the finish, after the race. This is a preferred mode for training events.

Now there is a new *Emergency mode* which helps you to overcome network breaks quite easily. Handling unknown chips had been improved so that the competitor's flow at the download device will not be interrupted.

Reading the log files and the device backup memory had been moved to the *Main menu-Competition day* since these functions have become much more comfortable now. This gives also the possibility to download chips and look into the log file simultaneously. See the Log files reference and the Device backup memory reference for more information.

One-click Event backup

Formerly, the event backup had copied the event data files into a seperate folder. If you had to send this backup elsewhere by email (f.ex. to the SportSoftware support), then this required one more step to zip that folder. So many got used to just zip the event folder directly. Now the built-in event backup is the more straightforward and quicker method. The backup will be copied into a single file with extension *.skb*, which is actually a zip file. There are not only the event data files included but also log files and other settings.

Supporting restricted user rights

Formerly, the SportSoftware could be driven with admin user accounts only. Now restricted user rights are also supported. Read more about this topic in Working with restricted user rights.

SportIdent extended mode (protocol)

Previous SportSoftware versions could not deal with the SportIdent stations in extended mode. OEScore now supports all features of the SportIdent hardware at the time of its initial release. For security and performance reasons, it is recommended to run the SportIdent hardware in extended mode.

Notice: In this document, I am using the term extended mode (which tells what it is) while SportIdent documents may use the term extended protocol.

Integration of speaker and time taking functions

The speaker and time taking functions which are well known from OE2010 are integrated into OEScore. You will see the respective menu items in the main menu, if you have the Pro license. However, at the time of the first release of OEScore, there is no idea how speaker functions (which provide intermediate times during the race) should make any sense at a score O event. Any useful feedback from you would be most appreciated! Have a look into How to buy to read more about the various editions available.

5.2 User interface

The topics in this section provide full information about the user interface.

Since this had been changed thoroughly up to the current state of the art, this section should be read carefully also by experienced SportSoftware users.
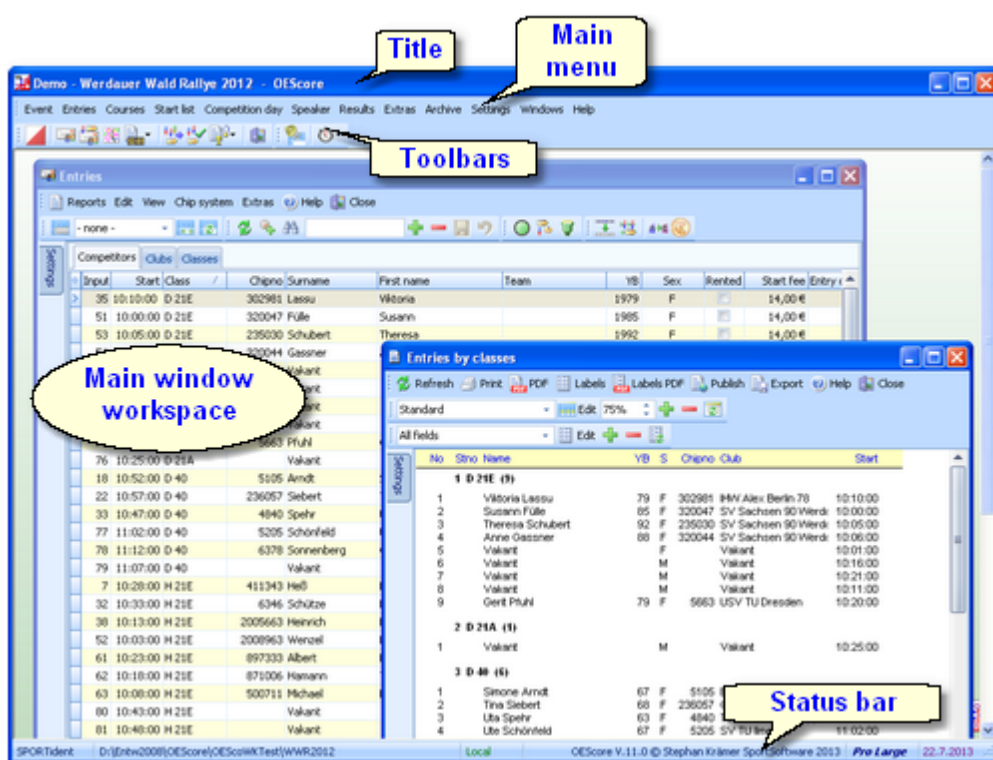
Just browse through this section using the browse buttons at the top. For reference purposes, you can use the table of contents as an index. Just pick out the feature you need more information and look there.

See also

User interface - Quick start

5.2.1 Main window

The main window consists of several sections.

In the *main window workspace* the various working forms and reports can be arranged.

The *title* always shows the current event which you are working on.

In the *main menu* you find all the user functions.

There are also some basic items: *Settings*, *Windows* and *Help*. Use the Windows submenu to activate one of the open windows quickly. Use the help submenu to get help. For more information on the Settings submenu, see the Settings reference.
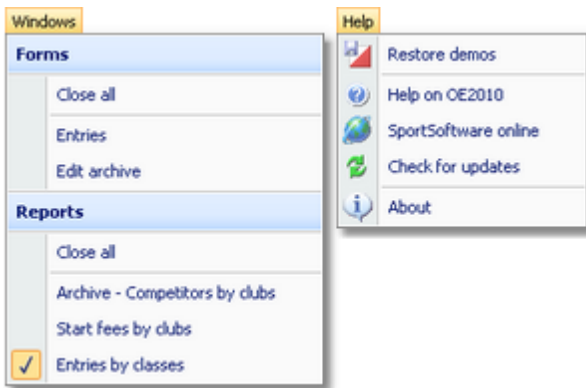
The *toolbars* provide you shortcuts for the most used functions. Move with the mouse over a button to get a hint about its purpose.

The *status bar* shows you various information about the current event and your version of OEScore.

When you launch OEScore, the main window will restore its last position. All working forms which had been left open the previous time will be restored automatically. Reports and other secondary windows will not be reopened automatically.

5.2.2 Working form

A working form is a window where you can work on data, display reports on those data and perform other actions. As an example, have a look at the *entries* form.
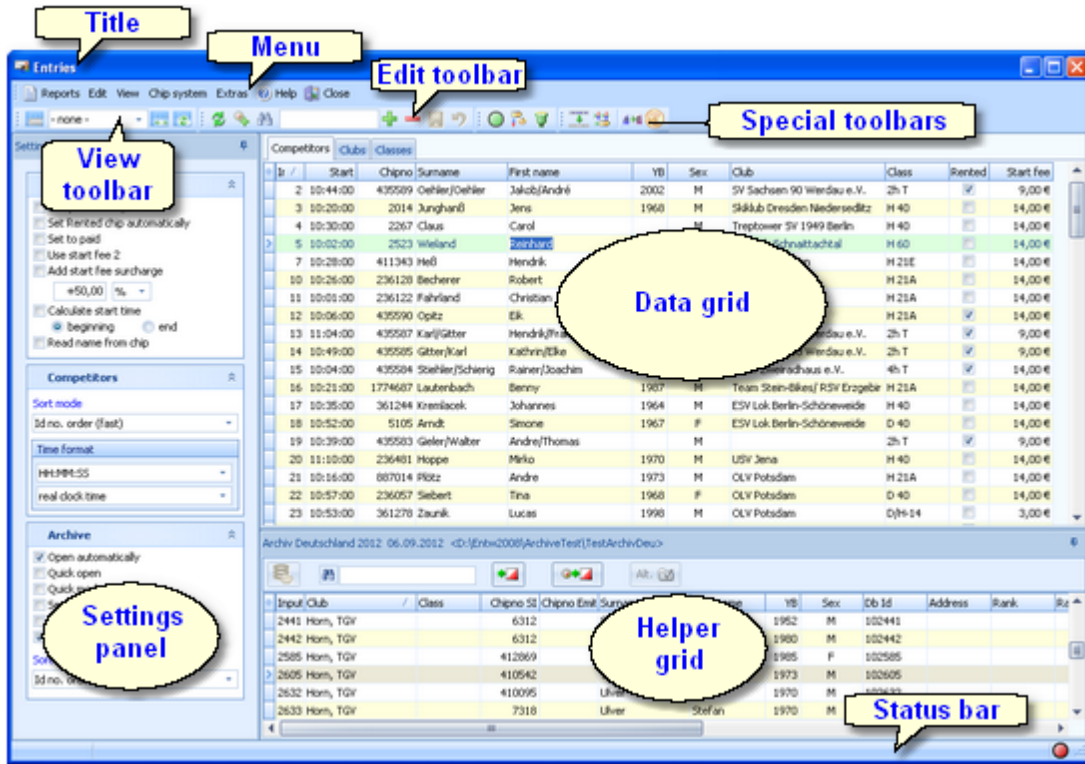
The *title* shows the name of the form.

In the *menu* you find all the functions which are available in this form. Reports , Edit, View and Help are common functions for all working forms. Help invokes the *context help* for this form (you can also use the *F1* shortcut).
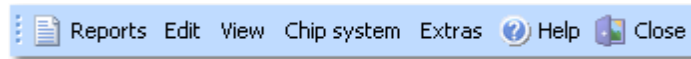
For more details on reports, see the reports reference. For more details on Edit and View, see the data grid reference.

Chip system and Extras are special functions which are available in the entries form.

The *View* and the *Edit toolbar* are common to all working forms. Move with the mouse over a button to get a hint about its purpose. For more details, see the data grid reference.
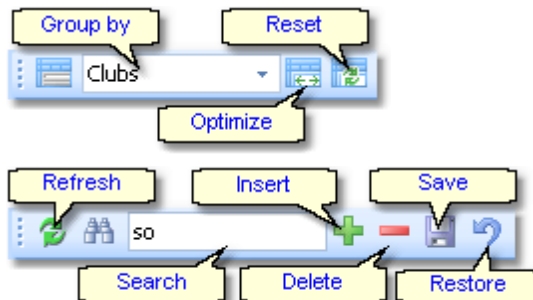
Most forms do also offer *special toolbars*. In this example, you see the Chip system and the Special entries functions toolbars.

The *settings panel* mostly offers format settings, f.ex. the time format. Often there are also special settings like in this example for entries handling. You can fix the panel by the pin 📌 or let it slide to the left to get more space for the grid.

The main component of a working form is the *data grid*. Here you can browse and edit the data, in this example the entries. You can customize the layout of the grid in various ways: which columns should be displayed in which order and size and how the table should be sorted. For more details, see the data grid reference.

In some forms there may be an additional panel with a *helper grid*. This is mostly read only but also a data grid. In this example this is the archive grid to speed up entries input. You can fix the panel by the pin 📌 or let it slide to the bottom edge to get more space for the main data grid.

The *status bar* shows you the edit status. Sometimes there is more information provided like the punching system device status led in this sample.

You can customize the appearance of a working form in the way you need and like it. You can hide/show the settings and helper panels, adjust the layouts of the grids, move the toolbars and customize the size and position of the form. OEScore will save those settings and restore the form in the same way when you reopen it. Some forms may always show the settings panel in the beginning, so that you won't miss important options.

5.2.2.1 Data grid

The main component of a working form is the *data grid*. Here you can browse and edit the data. You can customize the layout of the grid in various ways: which columns should be displayed in which order and size and how the table should be sorted.

Ir /	Start	Chipno	Surname	First name	YB	Sex	Class	Start fee	Club
2	10:44:00	435589	Oehler/Oehler	Jakob/André	2002	M	2h T	9,00 €	SV Sachsen 90 Werd
3	10:20:00	2014	Junghanß	Jens	1968	M	H 40	14,00 €	Skiklub Dresden Nied
4	10:30:00	2267	Claus	Carol		M	H 40	14,00 €	Treptower SV 1949 E
5	10:02:00	2523	Wieland	Reinhard	1950	M	H 60	14,00 €	Radclub Schnaittach/
7	10:28:00	411343	Heß	Hendrik	1978	M	H 21E	14,00 €	USV TU Dresden
10	10:26:00	236128	Becherer	Robert	1989	M	H 21A	14,00 €	ESV Bitterfeld
11	10:01:00	236122	Fahrland	Christian	1989	M	H 21A	14,00 €	ESV Bitterfeld
12	10:06:00	435590	Opitz	Eik	1978	M	H 21A	14,00 €	kiwi-roader
13	11:04:00	435587	Karl/Gitter	Hendrik/Frank		M	2h T	9,00 €	SV Sachsen 90 Werd
14	10:49:00	435585	Gitter/Karl	Kathrin/Elke		F	2h T	9,00 €	SV Sachsen 90 Werd
15	10:04:00	435584	Stiehler/Schierig	Rainer/Joachim	1946	M	4h T	14,00 €	FAST Zweiradhaus e
16	10:21:00	1774687	Lautenbach	Benny	1987	M	H 21A	14,00 €	Team Stein-Bikes/ RS
17	10:35:00	361244	Kremlacek	Johannes	1964	M	H 40	14,00 €	ESV Lok Berlin-Schön
18	10:52:00	5105	Arndt	Simone	1967	F	D 40	14,00 €	ESV Lok Berlin-Schön
19	10:39:00	435583	Gieler/Walter	Andre/Thomas		M	2h T	9,00 €	

Editing in the grid

Editing in the grid is just intuitive. Type and move around to get a feeling for it. However, you should be aware of the most important shortcuts. Those functions are also provided by the Edit menu item and the edit toolbar. Both offer the same buttons.
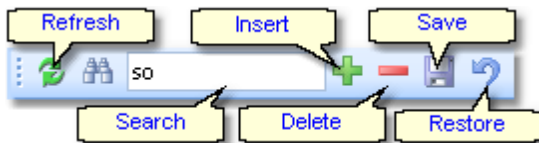
| Refresh - *F5*	The table will be refreshed. This is useful especially if you are working with multiple windows simultaneously or in a network.
Search	The search function searches in the column(s) by which the grid is currently sorted. This is an incremental search. This means with every additional typed character you will get closer to the result.
Insert - *Ins*	Inserts a new record into the table. Some values may be preset, sometimes depending on the previous record. When saving, the grid will remain in insert mode. Finish the insert mode by the button *Restore* or by clicking on a previous record in the table.
Delete - *Ctrl+Del*	Deletes the current record.
Save - *Enter*	Saves modifications of the current record.
Restore - *Esc*	Restores the record to the previous values.

Sorting the grid

To sort the grid by a column, just click on the column header. Then the arrow will indicate that the grid is sorted by this column Surname /. Any subsequent click on the same column header will sort the grid by this column in the reverse order.

You can also sort the grid by as many columns as you like. Click on the first column. Then hold the *Shift*-key down and click on all additional columns. Club / Surname / First name /

Customizing the layout of the grid

To **hide/display a column**, click on the Customize table layout button (the star) at the top left of the grid.
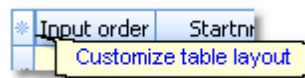
This will display the table layout menu. Just check/uncheck the columns like you want to have it. You can also move the columns in this menu by dragging them up or down.
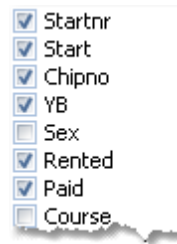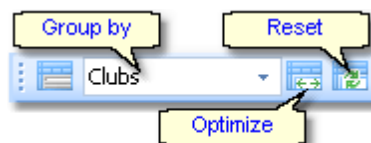
To **resize a column**, grab the right edge of the header and drag it to the right size.
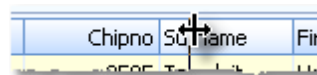
To **move a column**, just grab its header and drag it to the desired position.

There are also some functions provided by the View menu item and the view toolbar. Both offer the same buttons.

Group by	Groups the records in the table by the selected column. This is available in a few working forms only. See the entries reference for an example.
Optimize	This optimizes the column widths. However, some columns may become too wide due to a single long text in the column. Resize them manually.
Reset	Resets the grid to the default layout.

5.2.2.2 Selection grid

A selection grid is a special readonly data grid where you can select one or more records for further actions. The most used example is the report selection grid, see also the report reference.

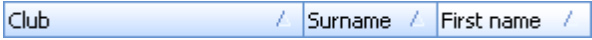| No	Cl.name	City	Nat	Location
158		Turun NMKY	V-S	
5		Turun Suunnistajat	V-S	
115		Turun Visat	V-S	
48		Tuusulan Voima-Veikot	UUS	
29		Ulvilan Ura	SAT	
169		Urjalan Urheilijat	HÄM	
131		Vaajakosken Terä	K-S	
183		Vaasan Suunnistajat	E-P	

Left-click on a record to select or unselect it.

To select a range, click on the first record. Then scroll to the last record and Shift-Click it. Existing selections will persist.

There is also another method to select a range. Click on the first record. Then drag the mouse (still pressing the left mouse button) down to the last record. Release the mouse button. All those records will be selected. The difference to the first method is that this selection cancels any previous selection.

To sort the grid by a column, just click on the column header. Then the arrow will indicate that the grid is sorted by this column `Surname /`. Any subsequent click on the same column header will sort the grid by this column in the reverse order.

You can also sort the grid by as many columns as you like. Click on the first column. Then hold the *Shift*-key down and click on all additional columns. | Club / | Surname / | First name / | The sort order of the selection table will be used for the report.

There are also some selection grids where you can select a single record only, like in the Select event dialog.

5.2.2.3 List box selectors

When editing in a data grid, you can often select the value from a listbox. F.ex. in the entries form, you can select the class, the club, the course and some more values in that way. As an example, see here the description of how to use the class list box.

To enter a class, you can either begin typing the class description or click the dropdown button ⯆. Then the list will pop up:

No	Class /
25	H20
2	H20E
24	H20L
26	H20M
22	H21
1	H21E
21	H21L
23	H21M
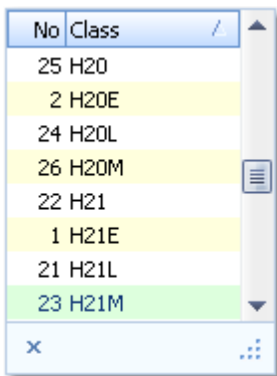
Now you have two choices. Either you scroll the list and select the desired class with a mouseclick. Or you narrow the search by typing additional letters of the class. In the sample the typing was H4:

No	Class /
17	H40
15	H45
16	H45M
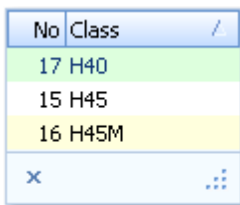
Now only those classes beginning with H4... are displayed. You can now select the right class easily. This can be done with a *mouseclick*, or moving up and down using the *arrow keys* and *Enter*. Of course you can also continue typing until the right class is left alone in the list, which will select this automatically then.

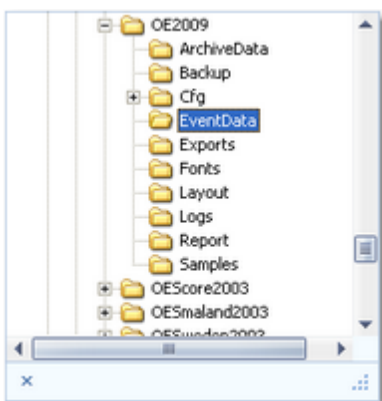You can resize the list if it is too short or too narrow for your purpose. Just drag the resize button .

Since the list box selector is actually a small data grid, you have also all the same options for resizing its columns and sorting the list by clicking on the column headers.

5.2.2.4 Folder selector

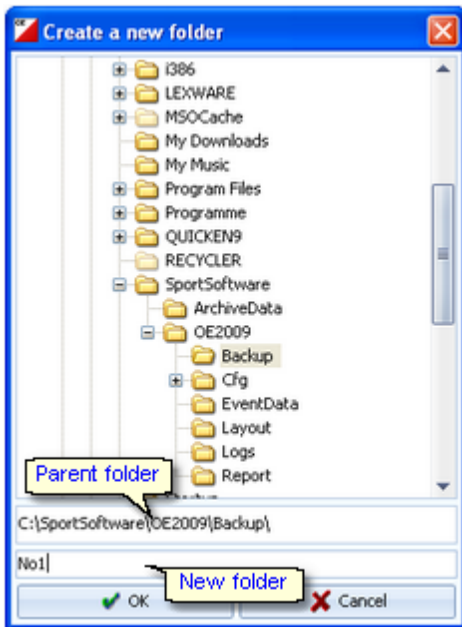In several forms, you can enter or select a folder from a combo box.

D:\ZZTest\OE2009\EventData
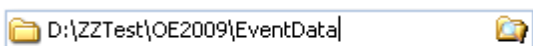
You can edit the field by typing or you can display the folders tree by clicking on the folder symbol at the right:

- OE2009
  - ArchiveData
  - Backup
  - Cfg
  - EventData
  - Exports
  - Fonts
  - Layout
  - Logs
  - Report
  - Samples
- OEScore2003
- OESmaland2003
- OESweden2003

You can resize the list if it is too short or too narrow for your purpose. Just drag the resize button ⊞.

If you want to create a new folder, then in those forms you will have to click on the New folder button 📁. This will invoke the New folder dialog.
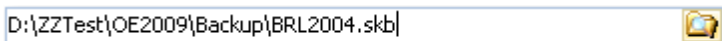

In the folder tree, select the parent folder where you want to create the new folder in. Enter the name of the new folder into the field. Click on *OK* to create this folder. The folder selector will show this new folder as its selection.
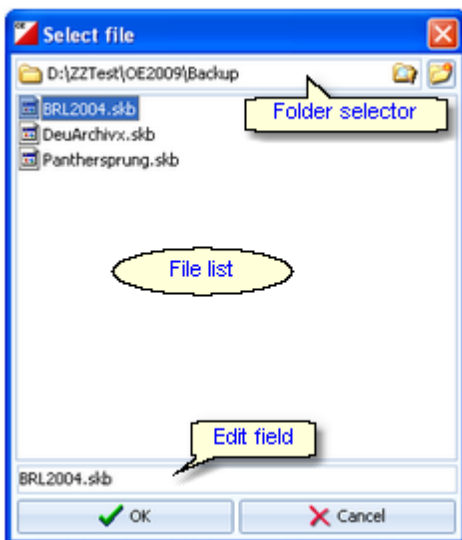
See also
File selector

5.2.2.5 File selector

In several forms, you can enter or select a file from a combo box.

You can edit the field by typing or you can click on the folder symbol at the right. This will open the File selection dialog.

In the file list, you will see the context-relevant files only. In this sample, these are the backup files (.skb). You can resize the dialog if it is too short or too narrow for your purpose, by dragging the window edges.

If you want to create a new file, then just enter the new file name into the edit field. Select another folder or create a

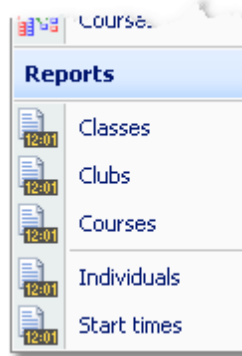new one using the folder selector at the top.

See also
[Folder selector](#)

5.2.3 Reports

The first menu item in a [working form](#) is always the *report button*.

Sometimes this launches the only report available, but mostly this pops up a submenu with several reports.

There are also many reports available directly from the main menu, like start list and result reports.

Clicking on a report item creates a report window using the selection from the last time. **Note:** only small selections below 10 records will be restored, otherwise always all records will be preselected.
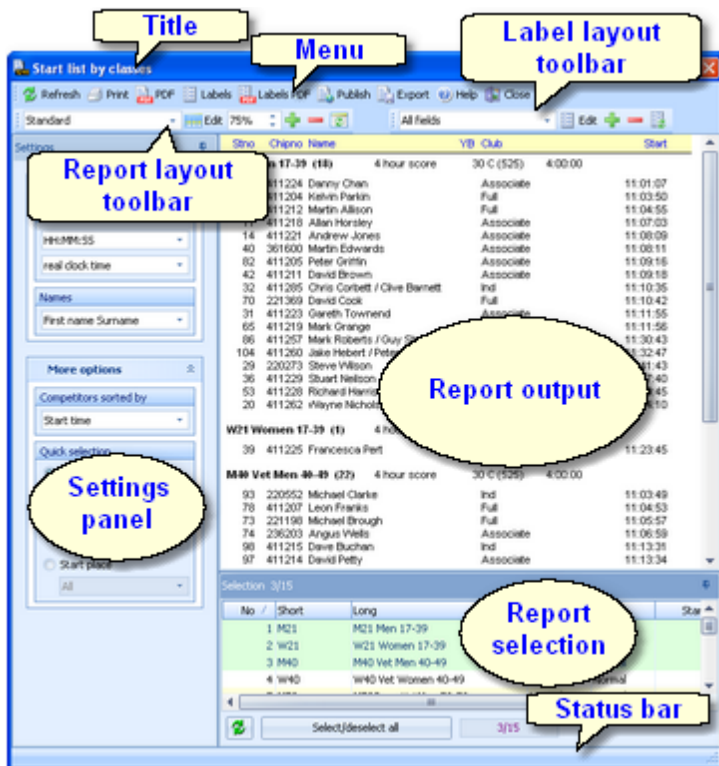
The report window will stay visible until you explicitly close it. Unlike previous versions of the SportSoftware, the working form is completely independent to all reports which you can display from there. You can even close the working form and keep the report(s) visible.

Report window components

The *title* shows the name of the report.

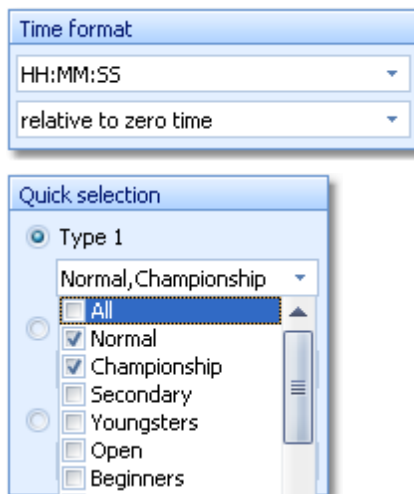In the *menu* you find the basic report functions. For more details, see the paragraph below.

The *Report* and the *Label layout toolbar* provide the functions to manage and edit the layouts. Both work nearly identically. You can have multiple layouts both for the report itself and the labels. You can select the desired layout from the list box.
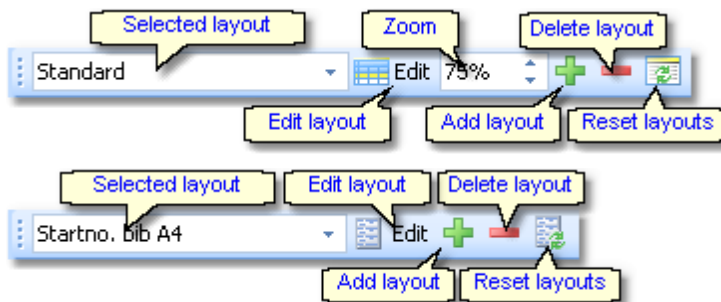
For more details, see the paragraphs below. For details on how to edit layouts, see the Report layout editor reference and the Label layout editor reference.

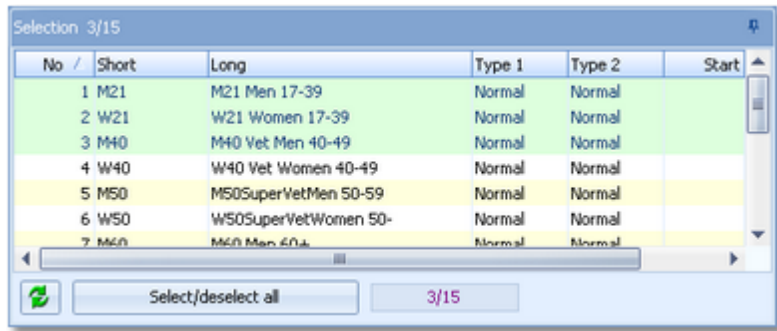
The *settings panel* mostly offers format settings, f.ex. the time format. Often there are also more options offered for the report, f.ex. quick selections. To modify the settings, you can fix the panel by the pin 📌. In the normal case you will have it slid to the left to get more space for the report.

The *report output* is the purpose of this window. ;-)

In the *selection panel* you can select the records which should be reported. To change the selection, you can fix the panel by the pin 📌. In the normal case you will have it slid to the bottom to get more space for the report. The sort order of the selection table will be used for the report. To change the report sort order, first change it in the selection panel and then refresh the report.

For more details, see the selection grid reference.

For the average report, the *status bar* does not have a specific purpose. However, there are "live" reports which display the progress here.

▬ Report menu

The report menu provides the basic functions of a report.

🔁 Refresh   🖨 Print   📄 PDF   📋 Labels   📋 Labels PDF   📋 Publish   📋 Export   ❓ Help   🚪 Close

Refresh - *F5*	The report will be refreshed. Do so after you had changed the selection or other report options. It may also necessary to refresh the report if you expect that the underlying data had changed in the meantime. Some special results do refresh themselves automatically.
Print	The report will be printed. See also the Print dialog reference.
PDF	The report will be printed to one or more PDF file(s). See also the PDF dialog reference . You may publish this on your web site or elsewhere. You have the choice to upload this immediately to the web. See the Upload files reference for more details.
Labels	The report will be printed on labels. See also the Label print dialog reference.
Labels PDF	The labels will be printed to one or more PDF file(s). See also the Label PDF dialog reference. You may publish this on your web site or elsewhere. You have the choice to upload this immediately to the web. See the Upload files reference for more details.
Publish	The report will be written to one or more HTML or TXT file(s). See also the Publish dialog reference. You may publish this on your web site or elsewhere. You have the choice to upload this immediately to the web. See the Upload files reference for more details.
Export	The report will be written to a CSV or XML file. See also the Export dialog reference. You may compute this file using an external application, e.g. for graphical evaluations or rank list calculations. You have the choice to upload the file immediately to your web server where you can perform further computing, f.ex. for an online entries or result service. See the Upload files reference for more details.
Send EMails	Some reports do also offer the Send EMails button: 📧 EMails. See the Send Emails reference for more information.

▬ Report layout toolbar

The report layout toolbar offers the functions to administer and customize multiple layouts for the report.

Please observe: It is wise not to modify the preinstalled default layouts. If you want to customize a layout, create a new one and modify that one. Thus you will always keep the original default layouts as templates.

Selected layout	You can select a layout from the list. **Note:** the first layout created automatically by OEScore will always be called *Standard*. You can modify this name in the Report layout editor if you like.
Edit	Invokes the Report layout editor. See the <u>Report layout editor reference</u> for more details.
Zoom	Sets the zoom for the report. You may change it quickly by directly typing into the field.
Add layout	Duplicates the current layout into a new one. So, if you want to *create an additional report layout*, then first select the one which looks as a good starting point. Then click on *Add*. It will be selected automatically. Finally customize the new layout and rename it properly.
Delete layout	Deletes the current layout. **Note:** You cannot delete the first layout.
Reset layouts	This resets the complete layout set for this report back to the default layouts which had been installed with OEScore. All your customized layouts will be lost by this action!

Label layout toolbar

The label layout toolbar offers the functions to administer and customize multiple label layouts for the report. The buttons are the same as in the report layout toolbar except that there is no zoom field.

Please observe: It is wise not to modify the preinstalled default layouts. If you want to customize a layout, create a new one and modify that one. Thus you will always keep the original default layouts as templates.
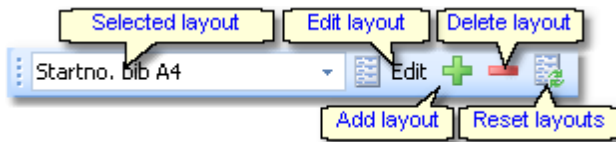

Selected layout	You can select a layout from the list.
Edit	Invokes the Label layout editor. See the <u>Label layout editor reference</u> for more details.
Add layout	Duplicates the current layout into a new one. So, if you want to *create an additional label type*, then first select the one which looks as a good starting point. Then click on *Add*. It will be selected automatically. Finally customize the new layout and rename it properly.
Delete layout	Deletes the current layout. **Note:** You cannot delete the first layout.
Reset layouts	This resets the complete label layout set for this report back to the default layouts which had been installed with OEScore. All your customized layouts will be lost by this action!

Notice: Some reports of the same kind are using the same common pool of label layouts. That means f.ex., if you modify a layout in the split times by classes result report, this will also be used in all other split time reports.

What to do if OEScore installed new or updated layouts

With upcoming releases or updates of OEScore, there may be updates of particular report or label layouts, f.ex. to support new data fields. Such updates will not overwrite your customized layouts but they will be installed into the default layouts.

When you display a report with updated default layouts for the first time, OEScore will detect which layouts had been added or updated and it will add them to your working layout file, leaving the existing layouts unchanged. OEScore will then prompt you:
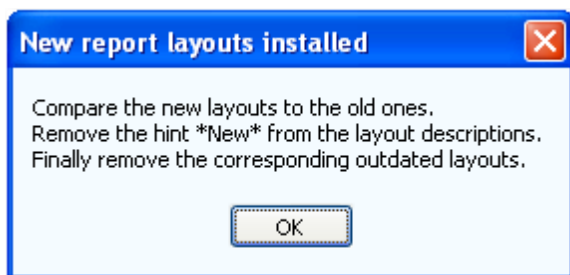
The same dialog will appear if label layouts had been updated, with the difference that it tells you New **label** layouts installed in the title. You can recognize the new layouts by a preceding *New* in the layout description.

Perform the steps given in the dialog.

- *Compare the new layouts to the old ones*
  Switch between the new layout and the corresponding outdated one to see whether you had done special customizations there. If yes, then implement your customizations into the new layout. Please try to remember on which preinstalled layouts your own ones are based on. You have to recreate them based on the right updated default layout.
  Notice: If there is an update of the first layout (mostly called Standard), then it will replace its predecessor on top of the layout list but the old version will be saved to a higher place in the layout list.

- *Remove the hint *New* from the layout descriptions*
  You may have updated them in the first step, or these are completely new layouts.

- *Finally remove the corresponding outdated layouts*
  But only remove those for which you got an updated one!

And of course you can shorten this procedure by simply clicking the *Reset layouts* button to restore the complete default file (if you never had customized anything for this report).

With every new release of OEScore, new and updated layouts are documented in the Readme.txt file. It is a good practice to invoke those reports and check out the new layouts immediately after you had installed the update. This will avoid surprises during a running event.

5.2.3.1 Report layout editor

The name of this dialog couldn't describe its task better... :-)
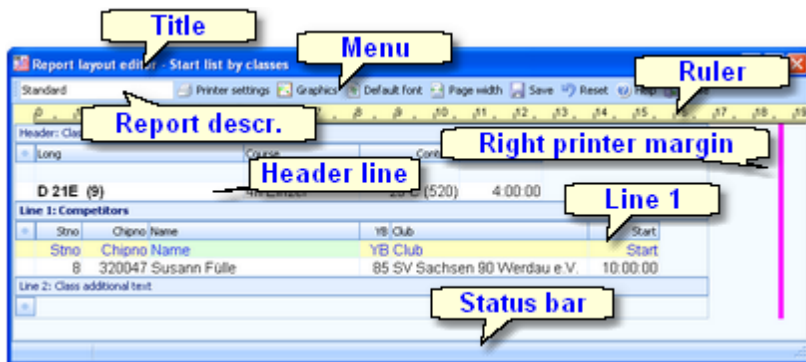
Report layout editor components

The *title* shows the name of the report.

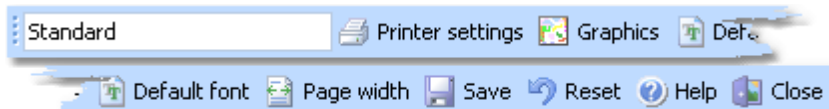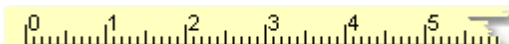**Report layout editor - Start list by classes**

In the *menu* you find the basic report layout editor functions. For more details, see the paragraph below.
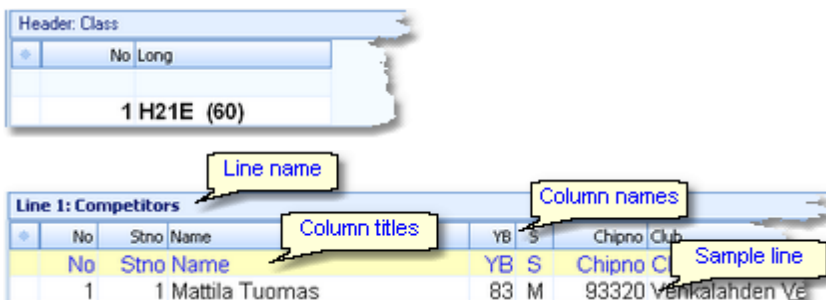
Standard | Printer settings | Graphics | Def.

Default font | Page width | Save | Reset | Help | Close

The *ruler* is just an aid for sizing the columns.

The *header line* and the *line 1* are the two differently formatted lines (for different purposes) which can be customized here. A header line is mostly class or club at reports by classes or clubs. In general, there may be more lines and often no header. Customizing the layout is the same for all lines, see the paragraph below.

Header: Class

No Long

1 H21E (60)

Line name

Line 1: Competitors

Column names

No Stno Name | Column titles | YB S | Chipno Club

No Stno Name | YB S | Chipno C | Sample line

1 Mattila Tuomas | 83 M | 93320 Venkalahden Ve

The *right printer margin* shows the margin given by the printer's page width. You can change this by choosing another printer or paper format. See the menu paragraph below.
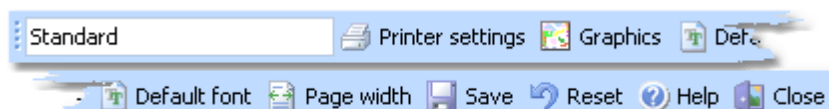
The *status bar* shows you the edit status.

Modified
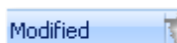
Report layout editor menu

The menu provides the main functions which concern the report layout as a whole.

Standard | Printer settings | Graphics | Def.

Default font | Page width | Save | Reset | Help | Close

Report description	You can give the report layout a description which tells you for what it is designed for.
Printer settings	This invokes the printer settings dialog which is actually the print dialog. The settings from there will be saved with the layout. You may use this to change the page width indicated by the right margin line. For more details see the Print dialog reference.
Graphics	Invokes the report graphics designer. You can enhance your layout by including graphics on the page. For more details see the Report graphics designer reference.
Default font	You can select the default font for the report. This should be the one which is basically used for the most content, which is normally represented by line 1. Of course the font can be defined individually for every column. However, if you decide to change the font of the report, this is much less work if you need not to do this change for every column individually.
Page width	The layout will be adjusted to fit to the printer's page width. Use this feature after you had changed the printer for this report.
Save	Saves the layout.
Reset	Resets all unsaved changes.

Customizing a line layout

To be able to customize the layout, it is necessary to understand its representation in the editor.

The line name and the sample line show you which kind of line you are working on. In the sample line, every column is displayed WYSIWYG, using the column's font. The column names are predefined by OEScore while you can modify the column titles. Usually the column titles are preset to the column names.

The line's layout representation is actually a data grid, so customizing its column layout is just similiar to the data grid.

To *select a column*, just click anywhere on the column. The column title will be marked in green. Unselected columns are displayed in yellow colour.

To *select multiple columns*, *Shift-Click* or *Ctrl-Click* all of them.

To *hide/display a column*, click on the Add/ remove columns button (the star) at the top left of the grid.

This will display the table layout menu. Just check/uncheck the columns like you want to have it. You can also move the columns in this menu by dragging them up or down.

To *resize a column*, grab the right edge of the header and drag it to the right size.

To *move a column*, just grab its header and drag it to the desired position.

Customizing a column's properties

The column layout is not the only thing which you need to customize in the report layout editor. Besides the size and order, each column has additional properties like font, text, etc. Those properties can be customized via the *column's popup menu*. This can be activated with *right-clicking* the column. **Note:** if multiple columns are selected, this modifies all the selected columns.

Align	Sets the alignment of the column.
Font	Sets the font for this column.
Text	This will popup a dialog where you can modify the heading text of this column.
Reset to report default font	Resets the column's font to the report default font.
Reset to default text	Resets the header text to the default, which is mostly the column's name.
Adjust related columns	Sometimes there are several columns of the same type in a single line (e.g. split times). You can customize one of them. Use this function to copy the settings of the current column to all others of the same type. This helps to get equal column widths, alignments and fonts.
Adjust column widths	All selected columns will get the same width as the one from where you had invoked the popup menu.

About series columns

Series columns are columns of the same data type which normally must follow a natural order. For example these are the time columns of a split times result.

(Only) for special purposes, you have the possibility to puzzle the order of those columns, f.ex. show the last time first. In this case, the editor will issue a prompt where you have to confirm that.

Normally, the headers of those columns will be defined by OEScore by appropriate text, like the punch numbers. You can customize them by just entering the desired text. If you want to get back the default headers, then simply use *Reset to default text*. For more details see the paragraph above.

Explore the standard layouts of the split time result reports to get a feeling for that.

Notice

Any change (especially of the fonts) will be reflected by the WYSIWYG display of the sample line.

The data size of the printout which is produced by the printer driver for a particular report, depends on how many and how large fonts you are using. More and larger fonts will imply more print data and slower report printing. Also graphics will increase the printout data size and they will have a by far more negative effect on the performance. The optimum performance will be achieved if you will use the report default font only and as few as possible small graphics only.

Since you can open multiple windows simultaneously with the same report, you may accidentally modify the same layout from different report windows. The last one saved will be kept.

The report layouts are saved in the subfolder Report of your Application settings folder. See the Application folders reference for more details. If a layout had been damaged or removed externally (Windows explorer), then the default layout will be used automatically.

OEScore includes a report layout management tool which helps you to exchange the layouts with other users or other clients in your network. See the Report layouts reference for more information.

Report graphics designer

With the report graphics designer you can include graphics in your report layout.
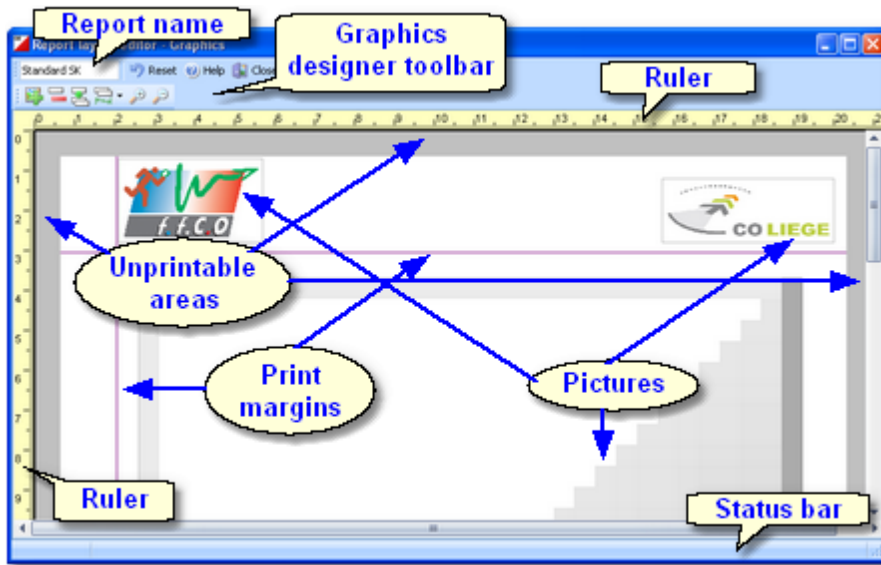
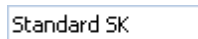The report graphics designer works nearly in the same way as the Label layout editor, with the main difference that here you have graphics fields only.

▬ Report graphics designer components

At the top left the **name of the report** is shown.

Standard SK

In the **toolbar** you find the basic designer functions. For more details, see the paragraph below.
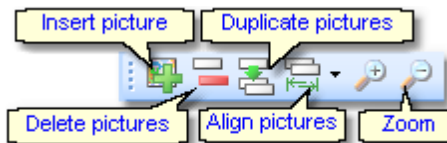
The **rulers** are just an aid for sizing and positioning the pictures.

The gray frame around the page preview shows the **unprintable areas**.

The **print margins**, which you had defined in the report layout, are shown by purple lines.

The **pictures** are shown in WYSIWYG preview.

The **status bar** shows you the edit status.

Modified

▬ Report graphics designer toolbar

Don't forget that the menu itself has the ordinary Reset button:

The toolbar provides the main functions to manage the pictures on the page.

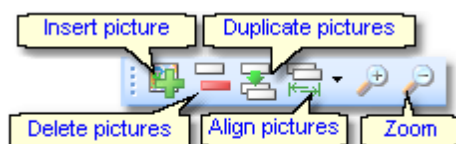|	
Insert picture	Inserts a new picture field. This field has no picture assigned initially. *Right-click* and select an image file via the popup menu. For more details see the next paragraph.
Delete pictures - *Del*	Deletes the selected pictures.
Duplicate pictures	Duplicates the selected pictures.
Align pictures	Aligns the selected pictures according to the last selected picture which is marked in blue colour. You can align to the left, right or bottom edge, or adjust the widths.
Zoom	Use Zoom in to get more precision in positioning and sizing the pictures, and Zoom out to get a better overview.

▬ Working in the designer

The first task with a fresh created empty picture field is to assign an image file to it. *Right-click* and the context menu will pop up:

Image   d:\entw2008\oleinzel\Report\Hugue: 📂
Reset to original size

Image	Select the image file here.
Reset to original size	Resets the picture to its original size after you had changed it.

To *select a picture*, just click anywhere on it. It will be marked by a green box. The green helper lines should help you to get the best precision when positioning the picture.
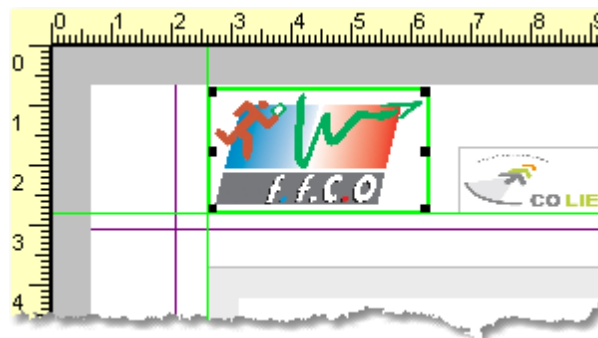
To *select multiple pictures*, *Shift-Click* or *Ctrl-Click* all of them. Note that the last selected picture is marked by the blue box. This is the one which is used as the reference for the Align function, see the above paragraph.
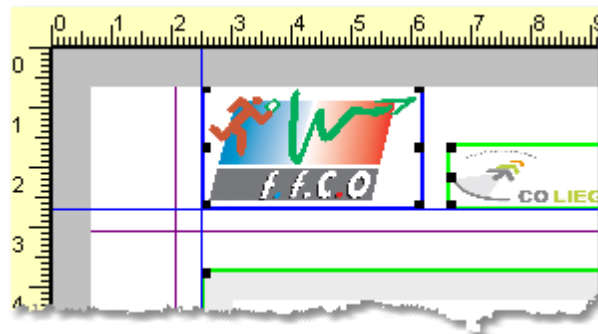
Sometimes it may be easier to use the selection rectangle. Click anywhere left and above the left-top-most picture you want to select. Note that you must not click into a picture since in this case you would select this picture only. Hold the left mouse button down and drag the mouse to the bottom right. The selection rectangle will appear and it will follow your mouse moves. When you have all pictures inside the rectangle then release the mouse button. All pictures will be selected which were completely inside the rectangle.
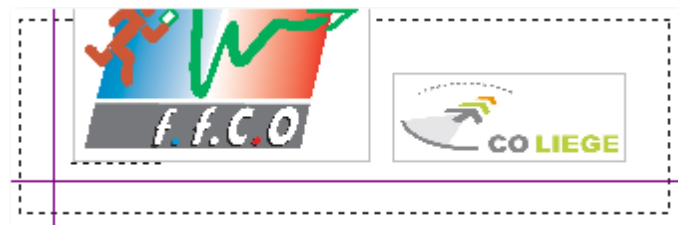
To *resize a picture*, grab one of the black resizer points and drag it to the desired size. Note that this will always preserve the aspect ratio of the picture. This means the height will be increased automatically.

To *move pictures*, first select all of them and then drag them to the desired position.

Notice

Any change will be reflected by the WYSIWYG display of the pictures.

The data size of the printout which is produced by the printer driver for a particular report, depends (among others) on how many and how large pictures you had included. Many and large pictures will imply more print data and slower report printing. Therefore, it is urgently recommended to use high performance laser printers only if you are using pictures here.

5.2.3.2 Label layout editor

The name of this dialog couldn't describe its task better... :-)
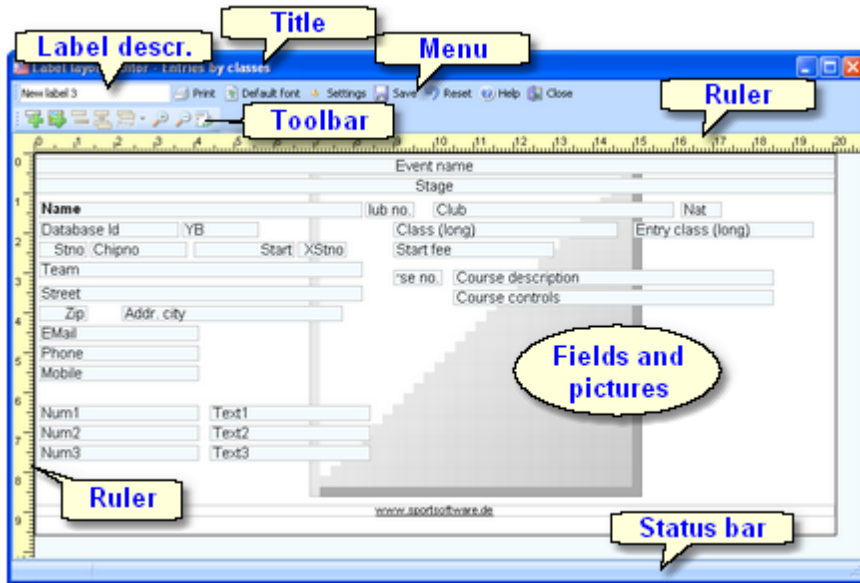
Label layout editor components

The *title* shows the name of the report.

In the *menu* you find the basic label layout editor functions. For more details, see the paragraph below.
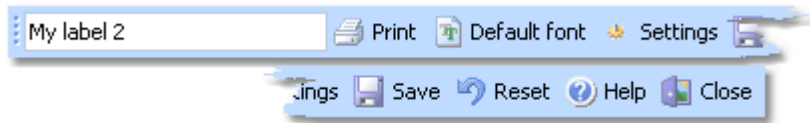
In the *toolbar* you find the basic designer functions. For more details, see the paragraph below.
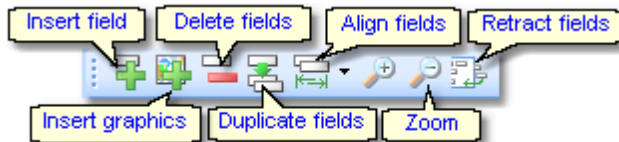
The *rulers* are just an aid for sizing and positioning the fields.

The *fields* and among them the *pictures* are shown in WYSIWYG preview.

The *status bar* shows you the edit status.

Label layout editor menu

The menu provides the main functions which concern the label layout as a whole.

| My label 2 | 🖨 Print | 🔲 Default font | ⚙ Settings | 💾 Save | 🔄 Reset | ❓ Help | 📕 Close |

Label description	You can give the label layout a description which tells you for what it is designed for.
Print	Prints a sample page using the current printer settings.
Default font	You can select the default font for the label. This should be the one which is used for the most fields. Of course the font can be defined individually for every field. However, if you decide to change the font of the label, this is much less work if you need not to do this change for every field individually.
Settings	This invokes the printer settings dialog which is actually the label print dialog. The settings from there will be saved with the layout. For more details see the Label print dialog reference.
Save	Saves the layout.
Reset	Resets all unsaved changes.

Label layout editor toolbar

The toolbar provides the main functions to manage the fields on the page.

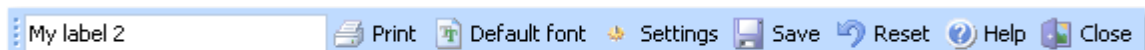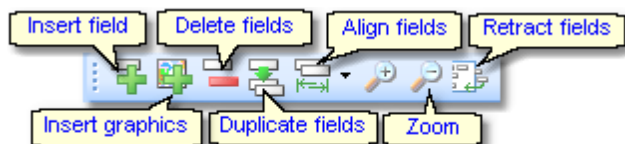|	
Insert field - *Ins*	Inserts a new field. This field has no type or text assigned initially. *Right-click* and select a data field or enter a fixed text via the popup menu. For more details see the next paragraph Customizing a field's properties.
Insert graphics	Inserts a new graphics field. This field has no picture assigned initially. *Right-click* and select an image file via the popup menu. For more details see the paragraph about Handling a graphics field below.
Insert Emit backup label	When using Emit as the chip system and editing a split time sheet, you see an additional button 🔲 to insert the Emit backup label. This prints the backup label how it should look like according to the electronic punches saved. For more details, see the Evaluate chips reference.
Delete fields - *Del*	Deletes the selected fields.
Duplicate fields	Duplicates the selected fields.
Align fields	Aligns the selected fields according to the last selected field which is marked in blue colour. You can align to the left, right or bottom edge, or adjust the widths.
Zoom	Use Zoom in to get more precision in positioning and sizing the fields, and Zoom out to get a better overview.
Retract fields	Sometimes you will be notified that there are fields outside the label. This may happen if you had changed the printer or modified the number of rows or columns. Click on the button to retract them into the label. They will be moved to the top left corner.

Customizing a field's properties

Note: this paragraph is valid for normal data fields only. A graphics field has different properties, see the paragraph about Handling a graphics field below.

The first task with a fresh created empty field is to assign a data field or a text to it. *Right-click* and the context menu will pop up:
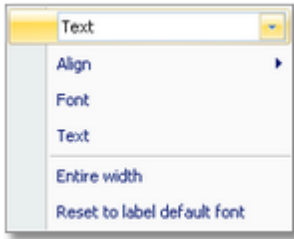
There are also additional properties like the font etc. **Note:** if multiple fields are selected, this modifies all the selected fields.

Data field selector	By default, a new field is initialized as a text field. Select the right data field from the list box. This list offers all data fields which are available in the report's context. Additionally you can define plain text fields and horizontal lines.
Align	Sets the alignment of the field.
Font	Sets the font for this field.
Text	This will popup a dialog where you can enter the text if this is a text field.
Entire width	Resizes the field's width so that it covers the whole label width. You can use this for fields which should be centered on the label.
Reset to label default font	Resets the field's font to the label default font.

Working in the editor

The visual editor works similar to any graphics software. Of course it is a bit easier to handle since it is designed for SportSoftware labels.

To *select a field*, just click anywhere on it. It will be marked by a green box. The green helper lines should help you to get the best precision when positioning the field.
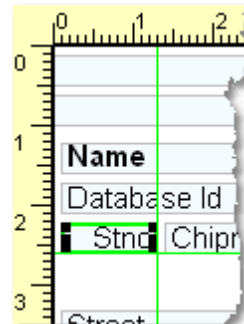
To *select multiple fields*, *Shift-Click* or *Ctrl-Click* all of them. Note that the last selected field is marked by the blue box. This is the one which is used as the reference for the Align function, see the above paragraph.
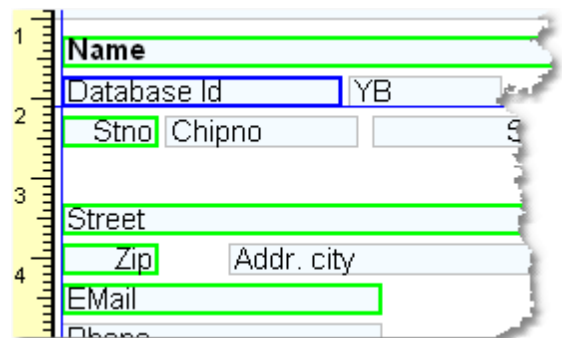
To *select many fields*, it may be easier to use the selection rectangle. Click anywhere left and above the left-top-most field you want to select. Note that you must not click into a field since in this case you would select this field only. Hold the left mouse button down and drag the mouse to the bottom right. The selection rectangle will appear and it will follow your mouse moves. When you have all fields inside the rectangle then release the mouse button. All fields will be selected which were completely inside the rectangle.
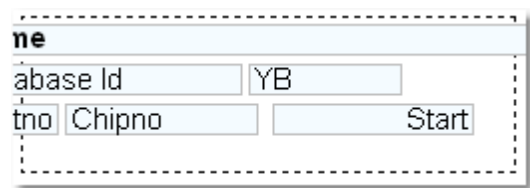
To *resize a field*, grab one of the black resizer points and drag it to the desired size. Note that you can only change the field's width since its height is calculated by the font size.
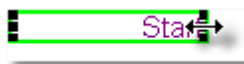
To *move fields*, first select all of them and then drag them to the desired position.

Handling a graphics field

Handling a graphics field is a bit different to normal data fields. Basically this is the same as in the Report graphics designer.

The first task with a fresh created empty graphics field is to assign an image file to it. *Right-click* and the context menu will pop up:

| Image	Select the image file here.
Reset to original size	Resets the picture to its original size after you had changed it.

To *resize a picture*, grab one of the black resizer points and drag it to the desired size. Note that this will always preserve the aspect ratio of the picture. This means the height will be increased automatically.

About series fields

Series fields are a special feature of the label layout editor.

With a data field, it may depend on the context whether it will be interpreted normally or as a series field. These fields will be filled subsequently with the appropriate values. The fill in order depends on their order on the label, from left to right and from top to bottom.

Examples give the fields for extra fees on the receipts as well as code number, punch time and split time on the result sheets. Explore the standard label layouts of split times reports or the entries start fees reports to get a feeling for that.

Restoring layouts from V10

Since the new V11 label layout editor had been redesigned thoroughly and their handling in reports had been changed, it is not possible to have an automatic function which updates V10 labels into V11. You will have to define all your layouts manually again in order to learn more about the new features of the layout editor and to get them connected to the right report.

However, the new graphic feature wil be a great help for you. Proceed as following:

- Print the old layout from the LayoutManager. This will show you the fields as boxes.
- Scan this print into a Bmp file.
- Define a new layout in the right report. Use a similar predefined layout as the template.
- Open this new layout in the editor and insert your scan as graphics.
- Now you have a picture of your old layout beneath the working panel. So you can easily move existing fields or create new ones in the right way.
- After you are finished, don't forget to remove the underlying graphics.

Notice

Any change (especially of the fonts or images) will be reflected by the WYSIWYG display of the fields.

The data size which is produced by the printer driver for a particular label printout, depends on how many and how large fonts you are using. More and larger fonts will imply more print data and slower label printing. Also graphics will increase the printout data size and they will have a by far more negative effect on the performance. The optimum

performance will be achieved if you will use the label default font only and as few as possible small graphics only. Therefore, it is urgently recommended to use high performance laser printers only if you are using pictures here.

The label layouts are saved in the subfolder Report of your Application settings folder. See the Application folders reference for more details. If a layout had been damaged or removed externally (Windows explorer), then the default layout will be used automatically.

Since you can open multiple windows simultaneously with the same report, you may accidentally modify the same layout from different report windows. The last one saved will be kept.

OEScore includes a label layout management tool which helps you to exchange the layouts with other users or other clients in your network. See the Report layouts reference for more information.

5.2.3.3 Print dialog

The print dialog is shown before every printout. Some automatic printouts will display this dialog with the first printout only and not with subsequent ones.
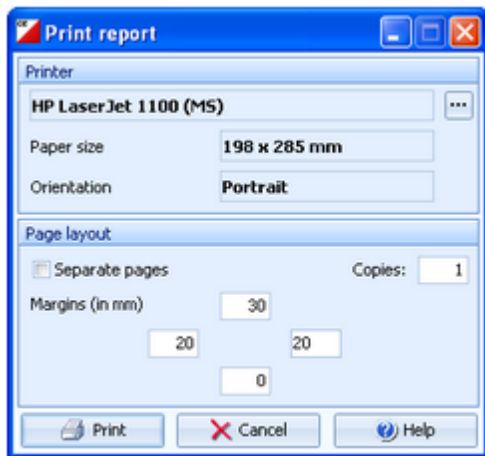
Printer	Click on the button [···] to select the printer. In this Windows printer dialog, you will find a Properties button where you can select the paper format and the orientation. They will be displayed in the dialog.
Separate pages	If checked, the sections of the report will be printed to different pages. For example, a result report by classes will print every class on a new page.
Copies	Enter the number of copies. Note that this number will be saved with the report settings, so pay some attention on this with the subsequent printouts to avoid paper waste.
Margins	Set up the print margins like you need. You may require extra space for the margins if you want to include sponsor logos f.ex. See the Report graphics designer reference for more details.

See also

Reports

Report layout editor

5.2.3.4 Label print dialog

The label print dialog is shown before every label printout. Some automatic printouts will display this dialog with the first printout only and not with subsequent ones.
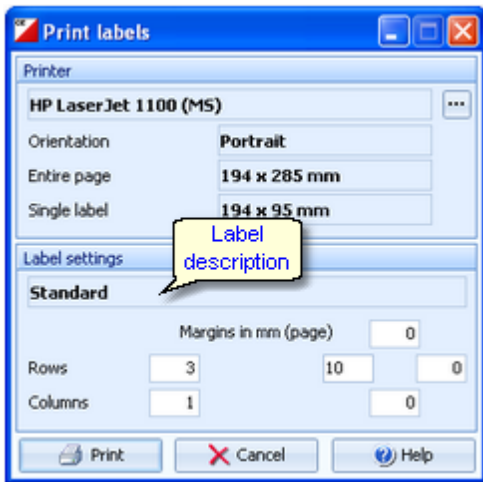
Printer	Click on the button ⋯ to select the printer. In this Windows printer dialog, you will find a Properties button where you can select the paper format and the orientation. They will be displayed in the dialog. Depending on the label settings, the size of a single label will be displayed also.
Label description	Shows the name of the label.
Rows/Columns	Define how the labels should be arranged on a page. The single label size above will give you additional information.
Margins	Set up the print margins like you need.

See also

Reports

Label layout editor

5.2.3.5 PDF dialog

The PDF dialog is shown before printing to PDF. Some automatic reports will display this dialog with the first display only and not with subsequent ones.

File name	Enter the output file name here. See the File selector reference for more details.
Unique file names by time stamps	The files are named like Date_Time_<Filename>.*. This is useful if you want to compute those files by a third party application on your computer or on a web server. So they can be identified easily and older outputs will not be overwritten. Of course, you or your

application must take care to clean up all obsolete files...

|	
Seperated files	In conjunction with the option Seperated pages, you can define if each seperated section will be printed into a seperate file, or if there will only be a new page and the output is printed to a single file.
Upload files to the web	Check this if you want to upload the files automatically. See the Upload files reference for more information.
Separate pages	If checked, the sections of the report will be printed to different pages. For example, a result report by classes will print every class on a new page. See also the description about Seperated files above.
Paper size	Select the desired paper size.
Orientation	You can select between *Portrait* and *Landscape*.
Margins	Set up the print margins like you need. To avoid problems when printing the PDF file on a printer, each margin should not be lower than 7mm. You may require extra space for the margins if you want to include sponsor logos f.ex. See the Report graphics designer reference for more details.

See also

Reports

Upload files

Report layout editor

5.2.3.6 Label PDF dialog

The label PDF dialog is shown before printing labels to PDF. Some automatic reports will display this dialog with the first display only and not with subsequent ones.

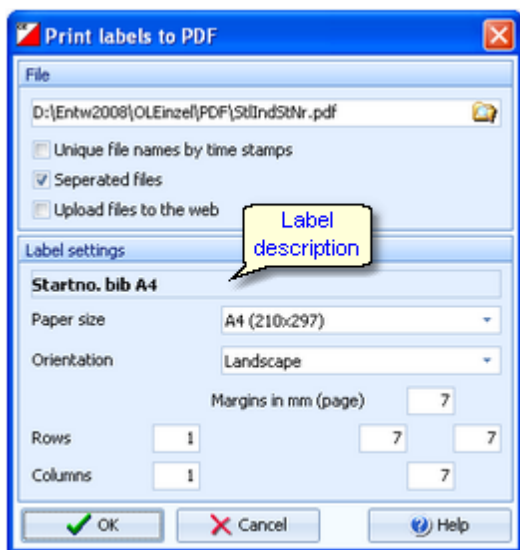|	
File name	Enter the output file name here. See the File selector reference for more details.
Unique file names by time stamps	The files are named like Date_Time_<Filename>.*. This is useful if you want to compute those files by a third party application on your computer or on a web server. So they can be identified easily and older outputs will not be overwritten. Of course, you or your application must take care to clean up all obsolete files...
Seperated files	You can define if each label should be printed into a seperate file.
Upload files to the web	Check this if you want to upload the files automatically. See the Upload files reference for more information.
Paper size	Select the desired paper size.
Orientation	You can select between *Portrait* and *Landscape*.
Label description	Shows the name of the label.
Rows/Columns	Define how the labels should be arranged on a page.
Margins	Set up the print margins like you need. To avoid problems when printing the PDF file on a printer, each margin should not be lower than 7mm. You may require extra space for the

margins if you want to include sponsor logos f.ex. See the <u>Label layout editor reference</u> for more details.

See also

5.2.3.7 Publish dialog

The publish dialog is shown before publishing the report into html or txt files. Some automatic reports will display this dialog with the first display only and not with subsequent ones.
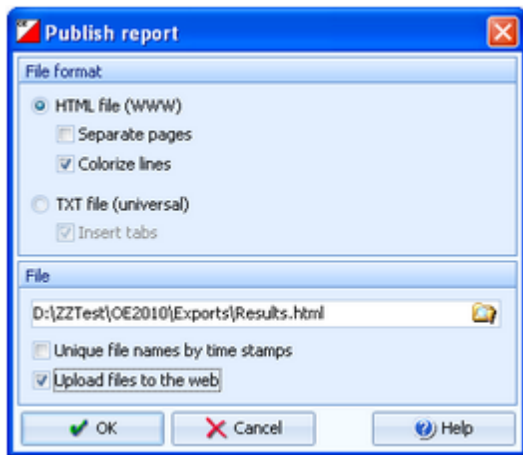
File format	Select HTML or TXT.
Separate pages	This setting works similar to the printed reports. Each section of the report is saved to a separate HTML file. For example, a result report by classes will write every class to a new file. In this case, the file with the original file name will contain an index page.
Colorize lines	Every other row in the table will be displayed in white and yellow.
Insert tabs	If not checked, then the columns will be filled up with spaces (blank characters). If checked, then there will be a Tab character preceding each column. This will enable you to publish this using a non-monospace TrueType font and variable column layout. Format the tabs using your text processor.
File name	Enter the output file name here. See the <u>File selector reference</u> for more details.
Unique file names by time stamps	The files are named like Date_Time_<Filename>.*. This is useful if you want to compute those files by a third party application on your computer or on a web server. So they can be identified easily and older outputs will not be overwritten. Of course, you or your application must take care to clean up all obsolete files...
Upload files to the web	Check this if you want to upload the files automatically. See the <u>Upload files reference</u> for more information.

See also

5.2.3.8 Export dialog

The export dialog is shown before exporting the report into CSV or XML files. Some automatic reports will display this dialog with the first display only and not with subsequent ones.

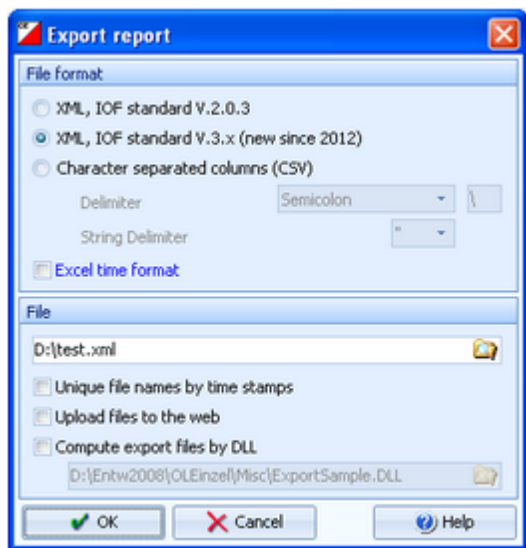| File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. There are many exports of OEScore which can also be imported using the same format. The imports use the identification to check if this is a file of the right format. If you want to create such an import file by a 3rd party application, then just do an export to get a sample. For more information see the various import functions.
XML	This is normally one of the XML formats defined by the IOF. You have the choice between the older format XML V2 and the newer one XML V3. If possible, the newer format should be preferred. For more information, see the reference of the respective working form.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application, which will compute this export file, requires other delimiters, then set them accordingly.
Excel time format	Times below one hour will be formatted f.ex. as 00:01:25 to ensure that Excel and other programs can interpret this in the right way.
File name	Enter the output file name here. See the File selector reference for more details.
Unique file names by time stamps	The files are named like Date_Time_<Filename>.*. This is useful if you want to compute those files by a third party application on your computer or on a web server. So they can be identified easily and older outputs will not be overwritten. Of course, you or your application must take care to clean up all obsolete files...
Upload files to the web	Check this if you want to upload the files automatically. See the Upload files reference for more information.
Compute export files by DLL	Use the export DLL interface for further computing of the export files. See the paragraph below. Enter the right DLL file name here.

⊟ Export DLL interface

Often it is not enough to just upload the export files to a web site or another computer. Additionally, there should be some function triggered which works on every new export file. Some web sites provide API calls which should be used for updating live results by new data which come from export files. Many web sites support OEScore's own CSV format as well as the IOF XML format, f.ex. Winsplits.

OEScore provides a well defined interface to external DLLs. The export DLL interface provides just a single function called ExecuteExportFile.This function can be implemented by any 3rd party to perform any additional action on the export file. If the export is defined as a task of an automatic result report, then the DLL call is performed automatically with every update of the report.

With OEScore, a demo DLL named ***ExportSample.DLL*** is included. You find it in the subfolder *\Misc* of your OEScore installation folder. This just displays the export file in a dialog. Since there may be different DLLs available for different tasks with different reports, you can select the right DLL file which will be saved specific to the report.

Interested programmers or users can find the source code (Delphi 6 Pascal) of this DLL under *<Installation folder>\Misc\ExportSample.dpr*. This is easily to understand and the definitions may be converted to any other programming language, for example C++ or even C#. The external DLL can be written in any programming language.

See also

Reports

Upload files

Result Reports

5.2.3.9 Upload files

The upload files dialog is shown before uploading files to the web. It is invoked by the Publish dialog or the Export dialog if you had checked the *Upload option* there. Some automatic exports will display this dialog with the first upload only and not with subsequent ones.
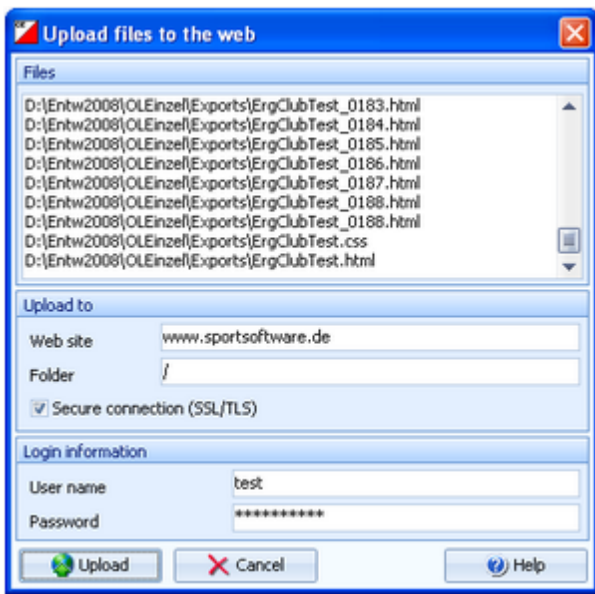
Files	Displays all the files which had been created by the Publish or Export function of the report.
Upload to	Enter the URL of your web site and the destination folder on this server.
Login information	To be allowed to login on this server, you will need a valid user name and password. Ask the owner or web master of this site for the correct settings. Secure connection: Check this option if your web server requires SSL/TLS secure encryption.

After having launched the upload by clicking on the ***Upload*** button, the status dialog will show you the progress.
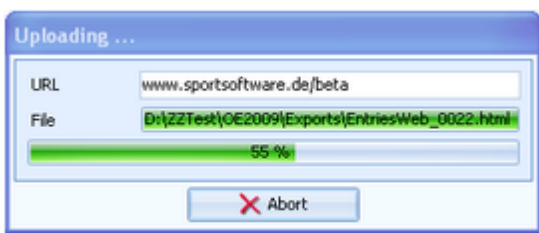
Notice

The application will detect an existing open internet connection automatically. This can exist either from the local PC or via the LAN. This connection will then be used.

See also

5.2.3.10 Send EMails

The send emails functions can be found with the *Send EMails menu item* which is available in some reports by clubs. This will open a submenu

where you can select which file type should be used as email attachment.

The most important application of this feature may be the entries confirmation to the clubs. See the Entries reference for more details. Another new possibility would be to send every club its split time sheets after the race, printed to PDF labels. See the Result Reports reference for more details.

First you will have to define the file name and other specific parameters. As an example, the PDF dialog is shown here. The other file types work in a similar way.
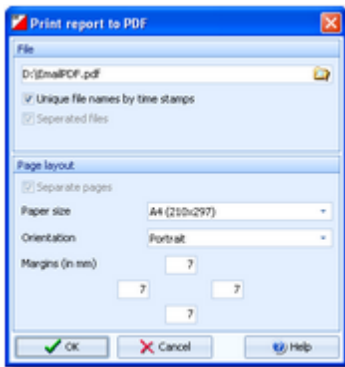
The report will be printed to PDF or published to html with the *Seperated files* option which creates an extra file for every addressee. It is a good idea to check *Unique file names by time stamps* and have those email attachments saved in a special folder. This way you have some kind of logged information what you did and you will be able to resend a file manually if necessary. Additionally you should save the report of this action into the same place, see below.

After creating the attachments the report form will be displayed.
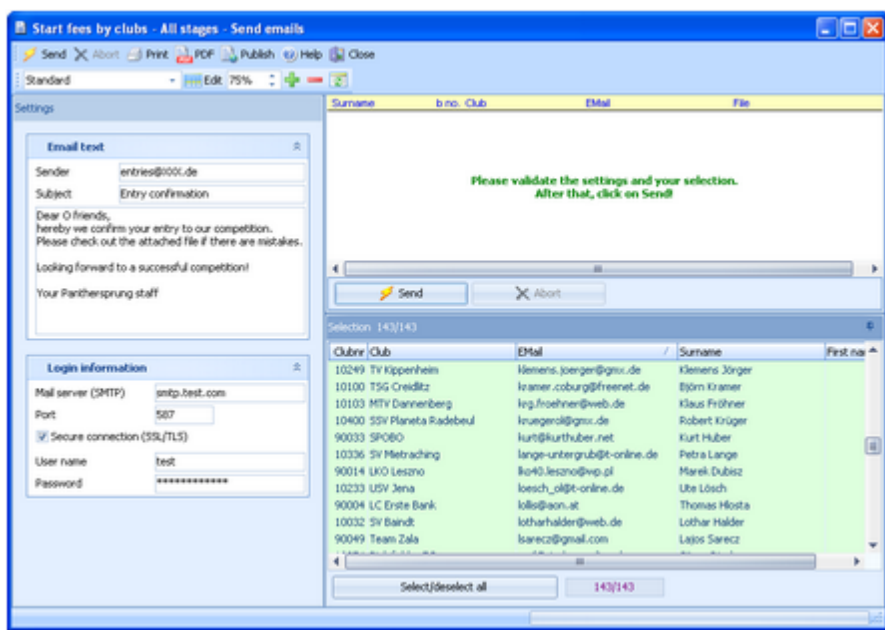
Check out the settings at the left. Normally you will set up this the first time you are sending and keep this unchanged afterwards.

Email text	Enter your email address as the sender. This will be used as the reply to address if necessary. Enter subject and text like you are used to from writing emails.
Login information	Enter the correct information into the login fields. Have a look into your mail client and copy this information from there.
	Secure connection: Check this option if your mail server requires SSL/TLS secure encryption.
	Port: There are different default ports defined, depending on whether you are using a secure connection or not. Without SSL this is *port 25*, while SSL uses normally *port 465 or 587*.

Check out the addressees' selection at the bottom right.

Click on **Send**.

Html files will be attached as zip files and PDF files will be attached unzipped. The action will be logged in the report. Adjust the report layout if this is necessary, f.ex. if the email address or file name columns are too narrow.

Never forget to print this report! Or publish and save it together with the sent attachments.

Notice

The application will detect an existing open internet connection automatically. This can exist either from the local PC or via the LAN. This connection will then be used.

See also

Reports

PDF dialog

Publish dialog

Label PDF dialog

5.2.4 Dialogs

Dialogs are windows which can't be arranged within the main window, because they are modal windows. This means, nothing else can be done except working in the dialog until it will be closed by **OK** [✔ OK] or **Cancel** [✗ Cancel]. Sometimes those buttons do have other captions but the actions behind them are quite the same.

All dialogs are fairly self-descriptive and additionally you have a context help available in the most cases. Just one sample here:
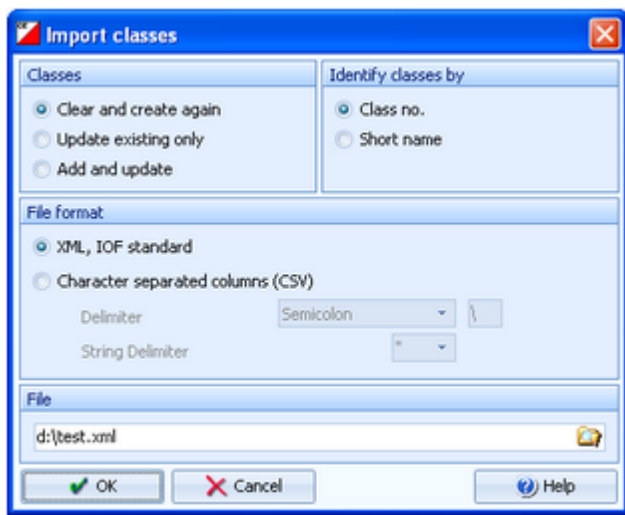
See also

[Selection grid](#)

[List box selectors](#)

[File selector](#)

5.3 Event

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.

If you need more information about this subject, please read carefully the Application folders reference!

The *Event* main menu topic offers you all functions which are necessary for managing multiple events.

	Select
	Settings
	New
	Delete
	Backup
	Restore
	Repair
	Copy
	Exit

On starting, OEScore always selects the previously selected event. Via *Event - Select* or the Select event toolbar button , you can select another event. See the Select event reference for more details.

To create a new event use *Event - New*. This will display the event settings dialog, where you can enter the characteristics of the new event. Look at the Create a new event reference to learn more.

If you want to modify the event settings later, use *Event - Settings*. See the Event settings reference for more details.

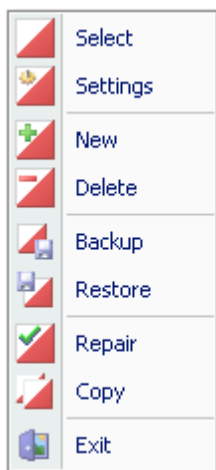In the course of time old events, saved event status, or even test data will enlarge the event selection list unnecessarily. To delete an event, use *Event - Delete*. See the Delete event reference for more details.

Do not forget backing up your current event after each working session with OEScore. It is also recommended to make regular backups during the competition. This is the function *Event - Backup*. See the Backup event reference for more details.

If you followed a well thought out backup strategy, you have the chance to restore your event data in error cases. Use *Event - Restore* which is described in detail in the Restore event reference.

Due to faulty network settings or other reasons (you can't imagine what can happen...) you may have got corrupted data. You can try to repair this yourself using *Event - Repair*. See the Repair event reference for more details.

You may wish to duplicate an event, for example as a simple backup. Or you might wish to keep intermediate status of an event for later reuse. Or you may wish to use parts of a previous event as a starting point for the new one. This all can be done with *Event - Copy*. See the Copy event reference for more details.

See also
Beginning with the event

5.3.1 Select event

On starting, OEScore always selects the previously selected event. If this event cannot be found, you will get a message. OEScore will then appear with no selected event. One reason may be that you might have renamed, moved or deleted the event folder or the event root folder "from outside".
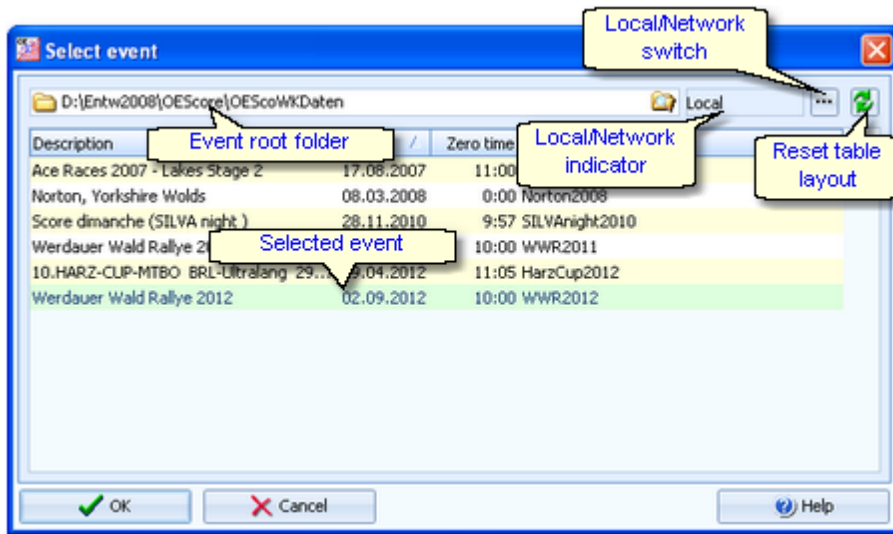
When opened, this dialog displays all the relevant events which can be found in the current event root folder. Relevant events are all those SportSoftware events which match the type and license of the application.

You can select another event root folder if necessary. Mostly this will only be used when switching to a network folder which resides on a remote machine and its hard disk. For more details on how to use the folder list box see the Folder selector reference. For more details on the application folders see the Application folders reference.

The indicator field shows you if the event root folder (and thus the events shown in the list) is on the local hard disk or via the network on a remote hard disk. With the Local/Network switch you can switch between the last used local and network folders by a single mouseclick. See also the paragraph about Working in a network below.

You can customize the grid layout and sort the table like you prefer. The most useful sort order is by date (which is the default). Use the Reset table layout button to do exactly that. For more details on customizing the layout or sorting the table see the Selection grid reference.

To *highlight* an event, click on it or move using the arrow keys. To *select* it, doubleclick on it, press Enter or click on *OK*.

The characteristics of the selected event will be displayed on the main window.

⊟ Working in a network

Since with V11 we have a new data organisation, working in a network is different to V10 and earlier. Basically you can have the event root folder on any remote hard disk without any limits. Once you had used a remote folder, OEScore remembers that one in addition to the local event root folder. That's how the Local/Network switch works.

Of course there are some requirements to be observed when working in a network. Please read carefully the topic Working in a network!

Notice: If you are working with different restricted user accounts, then please first study the Working with restricted user rights chapter.

See also

Managing events - Task based help

Working in a network - Task based help

Working with restricted user rights - Task based help

5.3.2 Event settings

This is the event settings dialog.
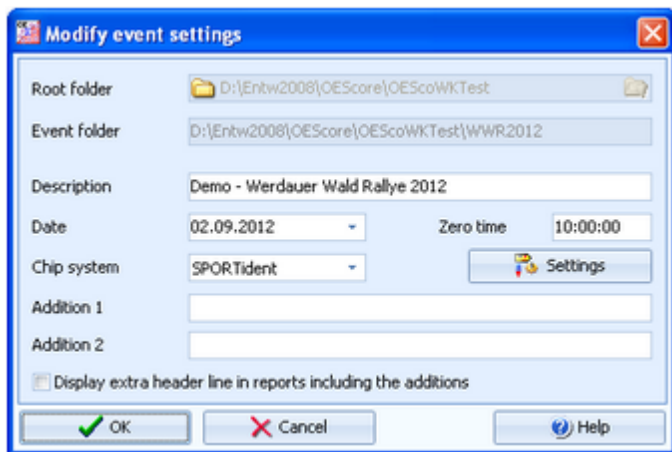
You can modify the event description and the date. The date format is as predefined in your Windows settings. You can enter it manually or use the calendar popup.
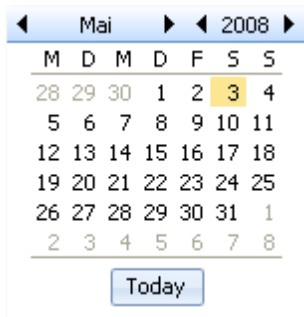
Define the zero time using the format *HH:MM:SS*. You may omit the seconds here, this will be adjusted automatically.

Select the chip system. With the *Settings* button, you can define the settings for *SportIdent* or *Emit*. For those settings, the event date and the zero time are very important. For more details see the SportIdent settings reference or the Emit settings reference.

As you may have noticed in the sample, the event date is also included in the description there. Do so if you want to show the date in the printed reports. As an alternative, use an extra line in the report header. There are two addition fields where you can enter any text. If you check *Display extra header line in reports including the additions*, this text is displayed there. Addition 1 will be shown at the left and addition 2 will be shown at the right of the line. Decide yourself which print layout you prefer.

Notice:

The Chip system settings button is only visible if you had invoked this dialog by *Event - Settings*. During the step of creating a new event, the same dialog will be shown but without this setting button.

When opening a working form or this dialog the next time, you will be prompted
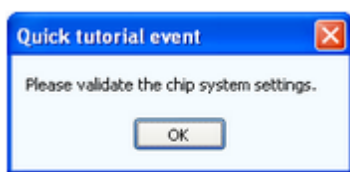
Just do so ...

See also

Emit settings

5.3.3 Create a new event

When creating a new event, the Event settings dialog will be displayed. See the Event settings reference for more details.

OEScore will switch into this new event automatically.

See also

Managing events - Task based help

5.3.4 Delete event

In the course of time old events, saved event status, or even test data will enlarge the event selection list unnecessarily. To delete an event, select it from the list and click *Delete*.
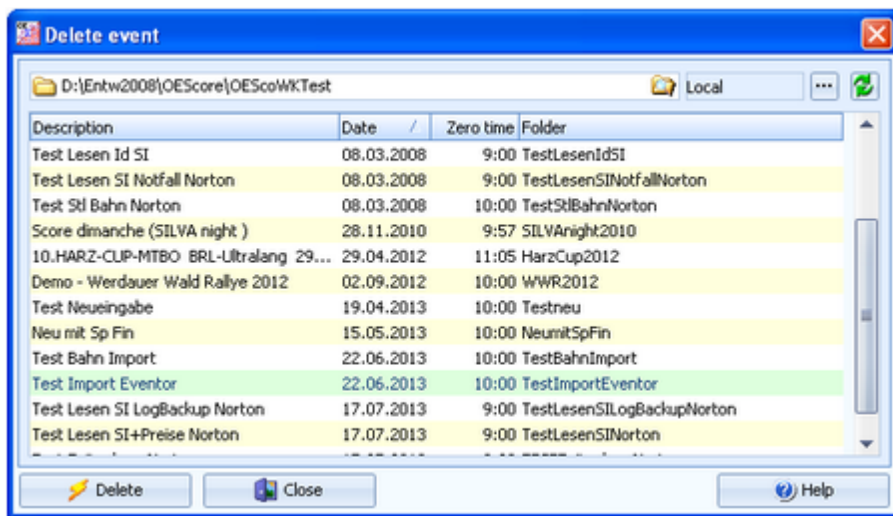
Notice: If you are working with different restricted user accounts, then please first study the Working with restricted user rights chapter.

See also

Managing events - Task based help

Working with restricted user rights - Task based help

5.3.5 Backup event

Do not forget backing up your current event after each working session with OEScore.
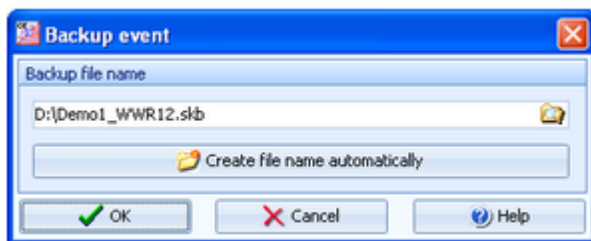
This function saves your event into a single compressed file of type *.skb*.

Select or edit the backup file name. For more details on how to use the file selector see the File selector reference. It is recommended to backup data to an USB stick or to a remote node in the network.

Use the button *Create file name automatically* to get an appropriate new file name quickly. They are named like *<Event>_Date_Time.skb*. This is useful during an event to get identifiable backup sets quickly. Those files will be created into the folder which is entered in the input field. **Notice:** If you enter a new folder for this purpose, make sure that it will be terminated by the backslash \. Then it will be created automatically.

Backup during the event (important!)

Normally, a backup requires exclusive data access. During the event, this is nearly impossible to get, because all users are working with open windows.

Ignore the warnings and ask all users to have a short break. This is especially important for those client PCs where chips are being read and those where evaluations and entries are handled.

See also

Managing events - Task based help

5.3.6 Restore event

With a periodical backup, you have the chance to restore your event data in error cases.
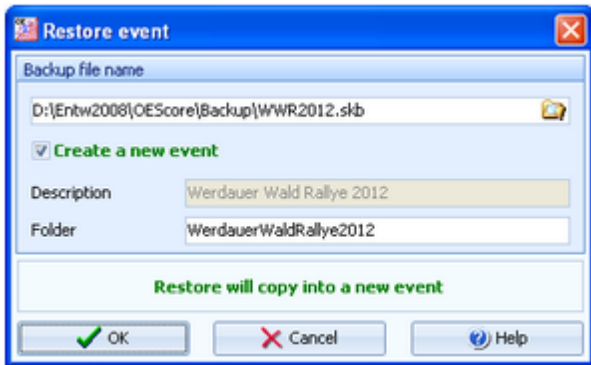
Select the backup file which contains your backup dataset. Normally this should be preset from the previous backup.

If you let Create a new event checked, then this backup will be copied into a new and empty event. In this case, you will be able to edit the folder name which had been preset based on the event description found in the backup set.

If you want to restore the backup **into the current event**, then just uncheck the option Create a new event.

Notice

You can only restore backup files which are valid for OEScore. If this is an invalid backup or the file does not exist, then the Description field will display **Backup: invalid file format**.

See also

Managing events - Task based help

5.3.7 Repair event

You can try to repair corrupted data yourself. This may have happened due to faulty network settings. Or you may simply want to change the database sort order.
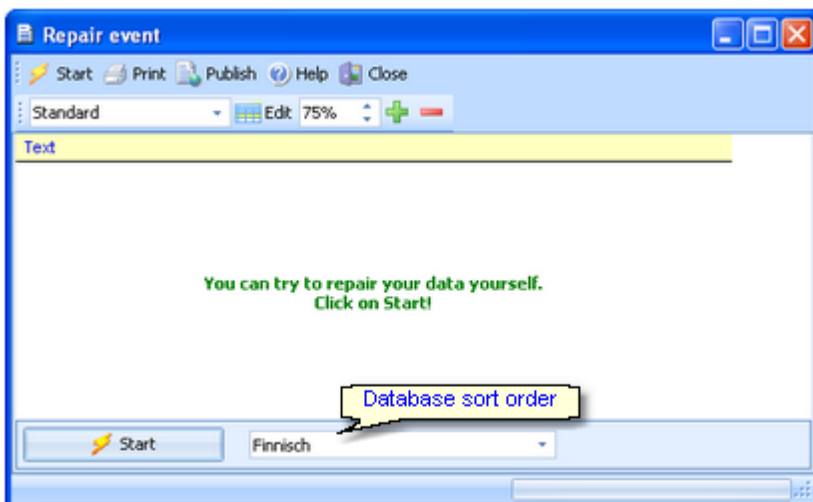
Click on *Start*. The data will be repaired. Internal structures and file size will be optimized, using the selected

database sort order.If you need, you can print the protocol.

Notice

The database sort order is independent of the application language. It defines how the text fields (f.ex. names) are sorted within the event database. When creating a new event, the default setting of your Windows configuration will be used. As far as your Windows configuration allows this, you can switch to any foreign sort order here.

Actually this setting is only important for entries, start lists and result reports where you have the option to sort the competitors by names within the classes and clubs. The sorting in the working grid always uses your Windows default setting which should be the right one.

See also

Managing events - Task based help

5.3.8 Copy event

You can duplicate any event as often as you need. For example, this may be a simple backup method. Or you might wish to keep intermediate status of an event for later reuse.
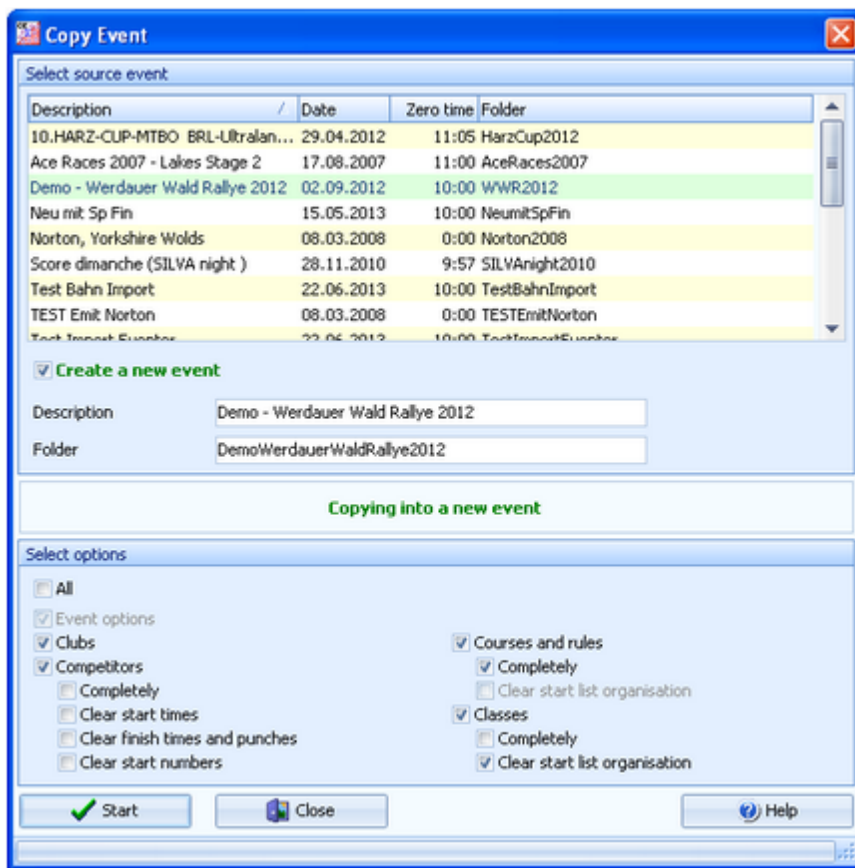
When opened, the source events list displays all the relevant events which can be found in the current event root folder. Relevant events are all those SportSoftware events which match the type and license of the application.

Select the source event.

If you let Create a new event checked, then the source event will be copied into a new and empty event. In this case, you will be able to edit the event description and the folder name which had been preset based on the source event. It is wise to modify the description at this point. Otherwise you will have the same description twice in the event list since this will be copied into the new event.

If you want to copy the source **into the current event**, then just uncheck the option Create a new event.

With option All selected, the complete source event will be copied.

However, the main purpose of this function is the possibility to copy parts of the source event as a starting point for the new one. Deselect All to enable the detailed options.

Event options	The chip system settings and the zero time will be copied.
Clubs	The club table will be copied.
Competitors	You can clear several fields to set up a new event with the same participants. You can select start times, finish times and punches, and start numbers.
	Notice: Classes and courses will be copied automatically. If you clear the start times, then the finish times and punches will be cleared also.
Courses	The courses will be copied. As an option, you can clear the start list organisation, if you had drawn by courses. This will enable you to set up a new startlist from the beginning.
Classes	The classes table will be copied. As an option, you can clear the start list organisation. This will enable you to set up a new startlist from the beginning.
	Notice: If you don't copy the courses, then the assignments of courses to classes will be cleared.

Click on *Start* to launch the copying process.

See also

[Managing events - Task based help](#)

5.4 Entries Overview

The *Entries* main menu topic offers you all functions which are necessary for working with the entries.

☐	Edit
☐	Entries of the day
☐	Import
☐	Import classes
☐	Import rankings
☐	Distribute Elite entries
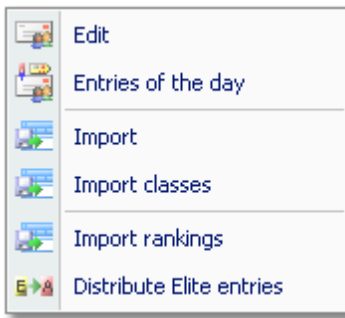
With *Entries - Edit*, you open the entries form. Since the entries form is very complex, the reference had been split to several topics:

- Entries (competitors)
- Classes
- Clubs
- Alternative classes
- Start fee settings
- Address dialog

For entries of the day, you can decide whether you want to use the normal entries form with the EOD option or the special Entries of the day form.

To begin with the event, you can import the classes which may be delivered from an entry web service.

You can import the entries, f.ex. if they had been delivered by a web service.

In some countries (so far I personally know Sweden and Finland only), the Elite classes are limited to a maximum number of competitors. Everyone who is qualified, can first enter for Elite. However, after the entries deadline, the organiser will import the current ranking points and then use the Distribute Elite entries function to select the best ranked for Elite and move those beyond the limit into an A or E2 class.

See also

Managing entries - Task based help

5.4.1 Entries

The Entries form has three grids where you can edit competitors, clubs and classes. Look at the top of the data grid.
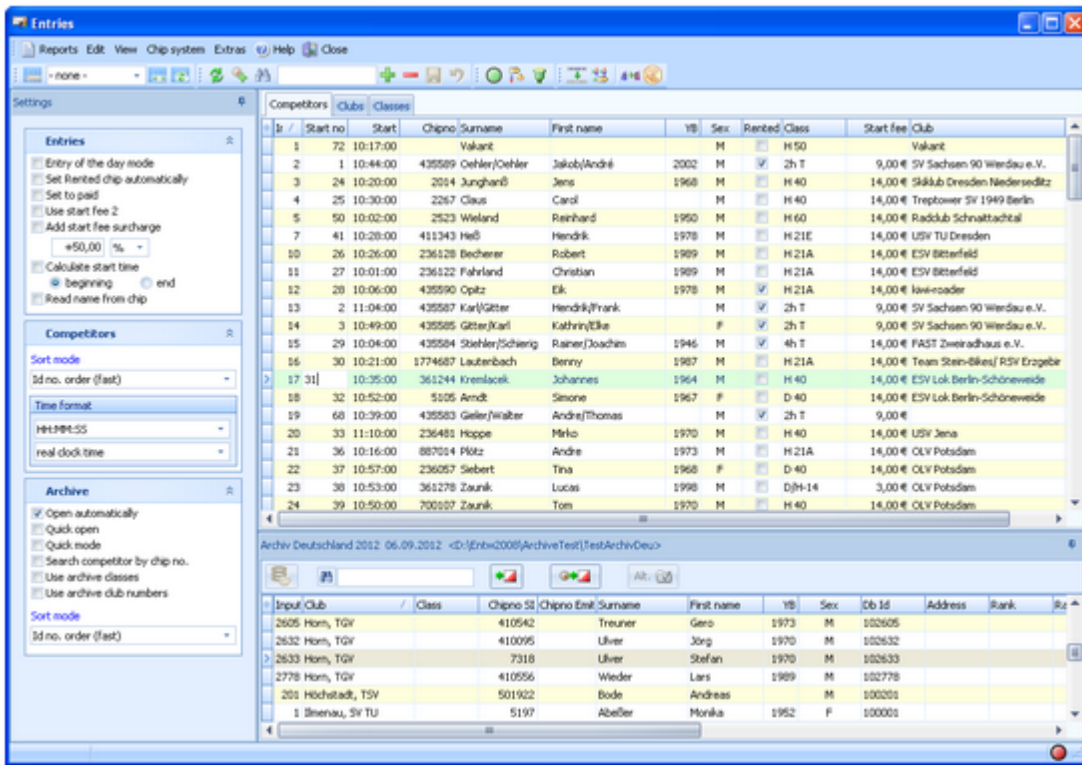
This topic deals with the Competitors grid of the entries form only. For more information on clubs and classes see the Clubs reference and the Classes reference.

If you need more details about editing in the data grid, have a look into the data grid reference.

Customizing the grid layout

You can customize the layout of the grid in various ways: which columns should be displayed in which order and size and how the table should be sorted. For more details, see the data grid reference.

Additionally, for the entries form you have some predefined layouts available.

Pre entries	Layout to be used for pre entries. This displays columns only which are useful for entering competitors before the start list draw.
Late entries	Layout to be used for late entries. Here you see all columns which may be necessary after the start list draw, f.ex. start number and start time.
Entries of the day	Use this layout for entries of the day or direct entries. This is like the pre entries layout but including start number and start time.

You can use any of the predefined layouts as a starting point for your customizations.

Customizing the settings

The Settings tab has three paragraphs.

Entries

These settings define the behaviour of this function when adding competitors.

Entry of the day mode	In this mode, the EOD panel will be displayed. For more details, see the Entries of the day paragraph below.
Set Rented chip automatically	If a competitor will be inserted without a chip number, Rented will be set automatically. Afterwards, you may assign a rent chip.
Set to paid	The Paid column will be checked automatically with a new entry. This is useful for entries on the day, since normally they come, pay and run.

Use start fee 2	With the classes, you can define a second start fee. Sometimes it is used for two different start fees for direct classes.
	If checked, then this second start fee will be used for new entries.
Add start fee surcharge	If you have higher start fees for late entries, you can use this feature. From the listbox, select whether the actual start fee should be calculated in percent of the original fee or as an absolute surcharge. In the left field, enter the value. You can also enter negative values to get credits for early entries f.ex.
Calculate start time	You have the possibility to calculate a start time immediately for a new entry. This feature is useful for late entries outside the vacant places or for entries on the day. You can choose whether the start time should be calculated before the first existing or after the last existing start time in this class.
	Notice: The absolute precondition that this will work is that you have defined a valid start organisation for this class!
Read name from chip	With SportIdent and the right SICard type you have the possibility to read the competitor's details from the chip. This setting has priority over using the archive.
	If you check this option, then the name, club, address, age and sex will be read from the SICard. This works together with SICard6 and newer only. Sex is saved as text on the SICard. Therefore, this text must match the terms which are displayed by OEScore in reports. Otherwise the competitor will be saved as male.

Competitors

Sort mode	You can define the sort mode for classes and clubs. They can be sorted by their Id numbers (class number or club number) or alphabetically. The latter may be too slow sometimes for large events. Choosing the Id no. order will optimize the load time of this form.
Time format	The times in this form will be displayed according to this setting.

Archive

These settings affect how entries will be inserted from the archive. See the paragraph about Using the archive below.

▬ Editing competitors (entries)

Before you can begin here, you must have the classes defined. See the Classes reference.

Be sure that you are displaying the competitors grid [Competitors].

Input	Chipno	Surname	/	First name	/	YB	Sex	Class	Start fee	Club
58	235022	Grünberger		Tristan		1997	M	D/H-17	3,00 €	SV Sachsen 90 Werdau e.V.
46	303963	Grünberger		Wolfgang			M	2h E	9,00 €	GSV Zwickau
62	871006	Hamann		Tino		1987	M	H 21E	14,00 €	SV Sachsen 90 Werdau e.V.
38	2005663	Heinrich		Peter		1960	M	H 21E	14,00 €	ESV Dresden
7	411343	Heß		Hendrik		1978	M	H 21E	14,00 €	USV TU Dresden
								Leer		

When working on the competitors, please observe the following hints for the columns.

Class	To enter a class, click on the dropdown button in the class column ▾ and select one. You can also use the keyboard. Just begin with the first character of the class. Then the class list will popup. Play a bit around what happens if you type further to get a feeling for that. You can also move with the arrow keys in the list and finally enter the class by **Enter**.
	There is an automatic connection between the competitors and the classes grids. You can select a competitor in Edit mode. Then switch to the classes grid. The right class will be preselected so that you can do quick changes to the class. See the classes reference for more details.

Club	Entering the club just works in the same way as with the class. However, there is one difference. When adding a new competitor with a new club, you can use the Insert club button 🔧 to enter this club.
	There is an automatic connection between the competitors and the clubs grids. You can select a competitor in Edit mode. Then switch to the clubs grid. The right club will be preselected so that you can do quick changes to the club.
	See the clubs reference for more details.
YB	Enter the year of birth in the full four-digit format. This may be required for calculations. In the reports the last two digits will be displayed only.
Input order	This number can't be modified since it is filled automatically. You can sort by this column to get just the input order.
Start number	If this column is visible in Insert mode, then it will be preset with the next available start number.
XStno, XStno Text	If this is necessary, you can edit the Xtra start numbers manually. *Please be very cautious here*, since there is no check if the start no. is valid. Normally the Xtra start numbers should only be distributed by the start list draw. See the Start list draw - Classes reference for more details.
Start time(s)	If a start time column is visible, then a value must be entered there. **Negative times:** You can enter start times before the zero time. To do so, first *set the time format to relative to zero time*. Then enter a negative time (-…). Then set the time format *back to absolute time*. Entering the time in absolute time does not work because then this time will be assumed to be after the zero time.
Start fee	For a new entry, the start fee will be filled with the value defined for the class. If necessary, you may modify this value individually. If you change the class when editing an existing competitor, the start fee will be recalculated.
Paid	If you receive the start fee payments in advance, you may administer this using the field Paid. Use this flag ONLY if you receive payments from each runner individually. If you get the payments from the clubs, then the simpler method is to enter this with the club.
Rented	Check this if the competitor wants to rent a chip. This will be computed with the start fee reports. **Notice:** If you maintain a pool of rent chips in the archive (see the archive reference), and such a chip is used in the event, then you will be asked whether this flag should be checked if you did not check it manually.
NC	Check this if the competitor should be not classified.
Block	Means start block. Sometimes you may wish to presort runners within a class for the start list draw. Criteria may be their expected performances (favourites at the end) or simply individual start time preferences (early or late start times). Use this column for this purpose. Valid values are 1-9999.
	The higher the number, the later the runner will start. Runners with block left empty will get the earliest start times.
	If you want to draw the startlist by time blocks, the block accords to a time interval which you can define in the startlist organisation. In most cases it is preferred to assign a time block to the whole club. If you enter time blocks for runners individually here, this overwrites his club setting.
Address	You can't edit the address directly in the grid. You have to click on the edit button 📝 to display the address dialog. For more details see the Address dialog reference.
Entry Id	External entry web services may provide their own entry id to be able to allow an identification between the entry system and OEScore. This field can be transferred by import files following the IOF XML format. Normally you should not touch this value.
Entry class	You will need this column only if you have classes which which have an attendance limit, like the elite classes sometimes. With a new entry then entry class will be filled with the class in the normal class column. If you have to change the class later, the entry class will be kept for reference. Anyway, you can edit this column in the same way like the normal class.
Team	See the extra paragraph below.

Extra fields Num1,2,3   You can use those fields for any purpose. You can define your customized names for those
Extra fields Text1,2,3   columns in the Extra fields dialog.

Entries of the day

You can also use this grid to enter *entries of the day* or *direct entries*.

Check the option *Entries - Entry of the day mode*. Select *View - Layout: Entries of the day*. This will look similar to the Pre entries layout, but additionally with start number and start time. Sort the table by input order. You have also some other options available which affect how entries of the day will be added. Look at the Customize the settings paragraph above for more details.

In Entry of the day mode, you will see the EOD panel:
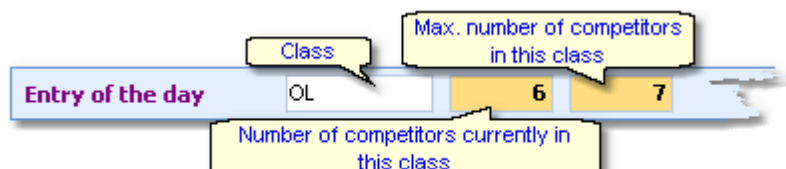
This will help you to control the allowed number of entries for direct classes. When saving a new entry which exceeds the maximum number of competitors in this class, you will get a warning.
There is also some visual signalling, so that you become aware when the number gets near to the limit. Green means OK, Orange means only a few left and Red means above the limit.

Notice:

If you are inserting direct entries in a network simultaneously, then OEScore will adjust the start number automatically if the preset start number had already been assigned by another operator.

There is also an *extra form* available for *Entries of the day* like the Direct entries form in previous versions of the SportSoftware. Its main difference to the normal entries form here is that its operation is reduced to just Entries of the day. However, if you need to change classes or clubs during editing the entries, then this normal entries form would be the better choice.
For more details see the Entries of the day reference.

Filling vacant places

At many events, free places for late entries must be predrawn with the start list draw. Late entries can only be accepted as long as there are free vacant places for the respective class. OEScore provides a **special handling when editing a vacant place** compared to editing a "normal" existing competitor.
If you had set the option Archive: Search competitor by chip no., then the competitor will be looked up in the archive and his details will be inserted after leaving the chip no. column by *Tab*. You can also use the other methods to insert a competitor from the archive, see the next paragraph. The class will remain unchanged but the start fee will be recalculated using the current *Late start fee settings*.

Using the archive

The archive is normally a national database which includes all runners of the country. This can be used to speed up the entries input. Think about such fields like Chip number, Database Id and address which are quite time consuming and error-prone to be entered manually. In many countries the O federation maintains such a database which is ready-to-use for the SportSoftware. You may ask your federation or other SportSoftware users in your country for that. Also have a look on how to select, create and edit archives with OEScore.
You can see the characteristics of the current archive in the Archive tab.

Move the mouse over the tab and fix the archive panel with the pin 📌.

First you will see an empty table. Just click on the Open archive 🗂 button to open it. If you would like to have the archive opened automatically, then check the option *Open automatically*.

Now you can search for the desired competitor and then doubleclick on him to insert him into the event. You can also move using the arrow keys and press *Enter* to insert a competitor. Another choice is to click on the Copy Competitor

 button. Do so with all competitors. Of course, there will be some competitors who are not in the archive. Simply enter them manually.

Sometimes a competitor is not found in the archive but his club (with other competitors). So you need to enter him manually but you want to copy the club from the archive because of addresses etc. To do so, enter the competitor manually. Then search in the archive for the club and highlight any competitor of this club. Click on the button Insert a

new club from the archive to insert the club.

Under the Settings tab, you find the paragraph **Archive**. Those settings determine how inserting competitors from the archive works.

Open automatically	With large archives (more than about 10000 competitors) it will take some seconds to load the form, especially in a network. If you don't need the archive right now, then uncheck this option. In this case, you have the possibility to open the archive manually using the Open archive button.
Quick open	For large archives like the Swedish and Finnish ones, opening it takes too long since the whole database must be read into memory. The Quick open mode is the same quick way of computing like in previous versions of the SportSoftware. However, there are some restrictions with sorting and searching capabilities. OEScore will remind you to set this if the archive has more than 20000 competitors. Also, the opposite will be reminded: if you have an archive smaller than 20000, you should unselect the Quick open mode. Of course, if your machine is fast enough, you can always use the normal mode.
Quick mode	Use the Quick mode to have the competitor saved into the event automatically. This works only if the input is complete (class!). Thus you can stay in the archive grid and can insert each competitor after the other into the event. If you are sure that you have to add data manually (e.g. start times of late entries or the class because it can't be calculated), then turn off the quick mode.
Search competitor by chip no.	You may read the chip of the competitor or enter the chip number manually and move into the next column by *Tab*. Then his details will be copied from the archive. This option only works with new entries or when filling vacant places.
Use archive classes	This option determines how the class of a competitor should be defined. If you check this option, the class number will be copied from the archive into the event. Otherwise it will be calculated by the age and sex of the runner. Both methods require different preconditions.

Preconditions for copying the class from the archive

In the archive, all runners must be assigned to their classes. You must have copied the archive class table into the event. With a new entry, just the class number will be copied from the archive into the event. If you will not use all classes defined in the archive in your event, then use the Alternative classes feature.

Preconditions for calculating the class

In the archive, every runner must have entered his year of birth and his sex. You must also have defined age and sex for every event class. The algorithm examines the

classes with Age to first (youngsters). If there is no appropriate class, then the veteran classes will be examined by their Age from.

Use archive club numbers — New clubs will be created in the event automatically if necessary. Use this setting to determine how the club numbers should be handled.

By default, this option is not selected. That means, each new club will get the next available club number in the event. However, it may be required that the clubs should keep the club number from the archive. Then select this option. Each club which is inserted from the archive will keep the same number.

New clubs which were not in the archive before, will get club numbers beginning with 90000.

Sort mode — You can define the sort mode for classes and clubs. They can be sorted by their Id numbers (class number or club number) or alphabetically. The latter may be too slow sometimes for large archives. Choosing the Id no. order will optimize the load time of this form.

⊟ Start fees

In the class table you can enter the start fees per class. When you enter a new competitor, his individual start fee field will be filled with this value from the class. If you had checked Use start fee 2, then the second start fee of the class will be inserted. If you for any reason decide that this is not suitable, just modify the individual start fee.

There are also some fees which must be entered for the club, like chip rent fee or accommodation, etc. You can define those extra fees by clicking 🪙 or *Extras - Start fee settings* which will show the start fee settings dialog. In the club grid, you can enter the numbers how much items of a specific extra fee a club has ordered.

See also the classes reference and the clubs reference.

Currency sign

OEScore uses the currency sign of your Windows settings. To change it, go to *System Panel-Country settings*. There you can also define the layout of currency amounts, whether the sign should be shown before or behind the value.

⊟ Teams

First read the task based description of Handling teams. Keep in mind what is written there about the chip which counts for the team.

Display the column Teams. Move it near the surname/first name columns to make editing easier and give you a better overview.

Basically assigning to a team means to define a competitor as the team leader and *assign all members* of the team (including the leader) to him. This can be done using the listbox of the team column. *A team is only possible with competitors of the same club and class.* If you have mixed teams, then you will have to define additional appropriate clubs.

With *new entries*, proceed as following.

Enter the team leader first and don't assign him to a team. Since the team leader's chip will count for the team, it is necessary that he will get his chip number entered. Then enter the second team member. Pull down the team list box. This will include all competitors of the same club and class who are not yet assigned to a team as an ordinary team member (so it includes existing team leaders as well).

Select the team leader	/
Martin Richard	
Oxley Linton	
Petty David	
Reay John	
Wells Angus	

Select the right competitor. When saving the record, the team leader will be assigned to the team automatically, if not yet done.

Of course you can also first insert the competitors as usual and after that assign them to the teams.

To *release a member* from a team, just clear the team field.

To *release a team completely*, clear the team field of the team leader (where is own name is given). This will release all team members as well.

If the *class or club of a team member is changed*, then he will be released from the team. If this is the team leader, then the whole team will be released.

Notice: the team leader listbox works in the same way like you are used from class and club listboxes. Begin typing and the list will be quickly reduced to the right competitor.

In the *entries reports*, all competitors are listed individually. Display the Team column, if you want to expose the team assignments.

Using Alternative classes

If you have checked Use archive classes then you will see an additional grid tab: Alternative classes .

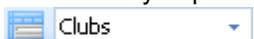In the archive panel, click on the Validate alternative classes button Alt. . This will fill the Alternative classes grid with the classes from the archive. Then you can look at the archive classes which are not in the event and assign an event class to them.

Of course, you can use this table also if you are using completely different classes in the event! Those archive classes which are also used in the event can be left blank in this table.

Using the group by feature

Sometimes you prefer to use the group by feature to get a better overview. You can group by clubs or classes:
Clubs .

This will change the display of the grid:

You can now expand the club which you want to focus on. Independently of the club sort order, you can sort the competitors by any different column. Grouping by classes works in the same way.

See also the Working form reference.

Special functions

Reading the chip no. from the chip
You may read the chip using a reading device and insert the chip number automatically. With an existing entry, this

will overwrite the chip no. With a new entry, you can let OEScore search the competitor by the chip no. in the archive and insert his details. See the paragraph about Using the archive above.

Notice: In the archive, the Rented flag has a different meaning compared to what it means within the event. In the archive, it is used for administering a pool of chips which are to be rented at events. If such a chip is detected here, then only the chip no. will be copied from the archive into the event. All other fields will not be transferred, so that you have to add the real name of the competitor. Consequently, the Rented flag for the event will be set.

The functions for the handling of the chip system device are provided by the menu item ***Chip system*** and the Chip system toolbar. See the Handling the chip system devices reference for more details.

Reading the competitor's details from the chip
See the Settings paragraph above.

Next competitor without chip

This function can be found under the ***Edit*** menu item or you can use the toolbar button or the hotkey ***F12***. The next competitor without a chip will be highlighted. You can use this feature together with reading the chip number from the chip. This may be helpful if you want to assign rented chips before the event.

Reset competitor to a vacant place

This function can be found under the ***Edit*** menu item or you can use the toolbar button .
You may need this function if you want to put a competitor into a different class after the start list draw. If you have a predrawn start list which follows well-defined competition rules, then it is not possible to just change the class. Instead, the competitor must be set into a free vacant place of the destination class while his original start place within the wrong class must be reset to a vacant place. This function perfoms the second step with a single mouseclick.

Join classes

This function can be found under the ***Extras*** menu item or you can use the toolbar button . You can move all competitors of one class into another. This may become necessary if a class requires a minimum of runners, e.g. at championships.

Sending emails

Display an entries or start fees report by clubs. In the report's menu, you will then find the Send EMail button
. Click on it to send each club its own entry list as a confirmation. This requires an email address to be entered with the club address. For more details, see the Send EMails reference.

Reports

There are various reports available in the entries form. The titles should be self-explaining.

There is one special function to be mentioned here. In the start fee reports, you see an additional menu button
. Print blank receipts which you can use on the competition day for direct entries.

There are some special options in the reports which should be explained here. Only those which are important for entries and start fee reports are listed below. For the classes and clubs reports, see the Classes or Clubs reference.

Time format	The times in the report will be displayed according to this setting.
Names	The names in the report will be displayed according to this setting.
Competitors sorted by	This is available for club and class reports. Within a class/club the competitors will be sorted by the selected field.
Rented chips only	This restricts the entries report on those competitors without a chip.
Quick selection: type 1 or type 2	This is available for class reports. You can use this to select all classes with the desired class types by checking them. For more information about class types see the Classes reference.
Quick selection: addresses only	This is available for the reports by competitors. You can use this to select all competitors who have an address entered with a single mouseclick. Note that you have the possibility to sort the selection grid (thus the report output) by zip code and city.

Label layouts The Entries by… reports are using the same pool of label layouts. That means f.ex., if you modify a layout in the entries by classes report, this will also be used in other entries reports.

For general information about reports, see the reports reference.

Exports

CSV export

Most reports can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the event import. Thus it is possible to export and re-import the event as often as it is required. The import of entries requires the same format.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

XML export

You can export the entries report into the IOF standard, document type EntryList. You can select between XML V2 and V3. If possible, then the newer format is to be preferred. With XML V2, the export is possible with the report sorted by clubs only, because this IOF document type requires that sort order. XML V3 is available for all sort orders.

This is the same format as for the entries XML import.

For more details, see the exports reference.

See also

Managing entries - Task based help

Entries of the day

Import entries

5.4.2 Entries of the day

Although there is a similar Entries of the day mode in the normal entries form, here is an extra form available for the same task. This one should allow the most easy and secure operation on the competition day.

This form works nearly in the same way like the normal entries form and its layout is quite the same. If you are new to the entries function, then please first read the Entries reference very carefully before you continue. The paragraph below explains the differences only.

If you need more details about editing in the data grid, have a look into the data grid reference.

Special features - differences to normal entries

Compared to the normal entries form, this EOD form has a reduced layout and the operation had been optimized to

the needs of EOD. Also, you have a better overview since the table displays the latest entries only.

Competitor grid only	Only the competitor grid is displayed, no grids where you can modify classes or clubs.
Latest entries only	The table displays the latest entries only, beginning with the time when you opened this form. So at the beginning it will be empty. **Notice:** if you are working with multiple clients in the network, the table will show the latest entries from the other clients also, each time when it is updated (normally after saving an entry).
Insert mode by default	By default, the form starts in insert mode. Just enter one entry after another. However, if you need to change or delete a previous entry, you can cancel the insert mode and edit in the table as usual. To prevent you from overwriting an existing entry by accident, you have to confirm that.
Sorted by input order only	The entries in the table are sorted by input order and you can't change that, for a better overview.
Required functions only	Functions of the normal entries form which are not required here, are not available, f.ex. reports or the group by function.
Switch start fees individually	First, the start fee is set to start fee 1 or 2 of the class according to the option at the settings panel. Additionally you can switch to the other fee just for this entry by simply clicking the Start fee 2 checkbox. This works in insert mode only.
Protected options	Some settings are disabled to protect them against accidental changes and some are preset to the right value. These are *EOD mode*, *Quick mode, Use archive classes* and *Use archive club numbers*.

Notice:

If you are inserting direct entries in a network simultaneously, then OEScore will adjust the start number automatically if the preset start number had already been assigned by another operator.

See also

Managing entries - Task based help

Entries

5.4.3 Classes

The Entries form has three grids where you can edit competitors, clubs and classes. Look at the top of the data grid.

This topic deals with the Classes grid of the entries form only. For more information on clubs and competitors see the Clubs reference and the Entries reference.

If you need more details about editing in the data grid, have a look into the data grid reference.

⊟ Loading a class template from the archive

If you are using the archive, you may already have a well defined class table template (offered from your federation) for your event. Then copy this class table from the archive into the event and use this as your starting point. For more details see the Copy classes into the event reference.

⚊ Editing classes

Before you can enter competitors, you have to define the classes. Click on the classes tab Classes to display the classes grid. Just enter them as given in your invitation.

When working on the classes, please observe the following hints for the columns.

No	The class number identifies the class uniquely. In insert mode, this input field will be filled with the next available number as a default. However, to have more flexibility for later additions, you may prefer to enter class numbers in steps of 10. Have a look into the demo events to get a feeling about suitable class short and long names as well as class numbers.
	A class number must be unique. In addition to the class name, reports (e.g. start or result lists) can be sorted by this number. Thus you can define a class order of your choice by assigning suitable numbers.
Short, Long	The short name must be unique and should be as short as possible to speed up keying in the entries. Typing two or three letters without blanks is very fast and it will speed up also the selection from the automatic list box. The long name can be more descriptive and longer and include blanks. Short and long names can be used alternatively in reports. Just select what you prefer. In some cases the short name will appear on reports for limited space reasons. Use capital letters for them, so it looks reasonable on the reports.
Start fee	The start fee will be used as the default for new entries of this class. Any modification of this value will take effect for future entries only. Thus be sure to have the start fees defined in the right way before the first entry!
	Currency sign
	OEScore uses the currency sign of your Windows settings. To change it, go to *System Panel-Country settings*. There you can also define the layout of currency amounts, whether the sign should be shown before or behind the value.
Start fee 2	For special purposes, you can define a second start fee. You can customize the description of this field with the extra fields. See also the Entries reference and the Entries of the day reference for how you can use this value.
Sex, Age from, Age to	Enter values for Sex, Age from and/or Age to if you want to calculate the appropriate class of competitors being inserted from the archive. It is sufficient to have Age to only for youngster classes and Age from only for veteran classes. See the Entries reference for more details.
Type 1, Type 2	You can assign a class to two different class types. The class types provide you additional selections for start list and result reports.
	To modify a class type, click on the dropdown button in the column ▾ and select one. You can also use the keyboard. Just begin with the first character of the class type. Then the types list will popup. Play a bit around what happens if you type further to get a feeling for that. You can also move with the arrow keys in the list and finally enter the class type by ***Enter***.
	You can define your customized class type names in the Extra fields dialog.
Classified	This column is checked by default which means that in the results the class will be classified by points and places. If you uncheck this, then in the result of this class there will only be a comment that the competitors did their course correctly.
Max. competitors	Sometimes you have an attendance limit for some classes. You can use this for entries of the day. The number given here may be the number of maps prepared for a direct class. So you

can check this when entering and perhaps direct the competitor into another class if no more maps are available.

You may use it also for Elite classes. You may use this value to shift competitors beyond the limit into lower A classes. See also the Distribute Elite entries reference.

Text   You can define a text which can be shown on start list and result reports as a class specific hint.

Notice: If you are using the ***Emit punching system***, please check out the *start punch setting* for all new classes! See the Emit settings reference for more details.

⚊ Exports

CSV export

The report can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the event classes import. Thus it is possible to export and re-import the classes as often as it is required.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

For more details, see the exports reference.

See also

Managing entries - Task based help

Copy classes into the event

5.4.4 Clubs

The Entries form has three grids where you can edit competitors, clubs and classes. Look at the top of the data grid.

This topic deals with the Clubs grid of the entries form only. For more information on classes and competitors see the Classes reference and the Entries reference.

If you need more details about editing in the data grid, have a look into the data grid reference.

⚊ Editing clubs

Normally you enter a new club together with the first entry (competitor) of this club. See the entries reference for more details. The clubs grid is mainly designed for doing modifications and administering start fee payments. Click on the clubs tab [Clubs] to display the clubs grid.

When working on the clubs, please observe the following hints for the columns.

No	The club number identifies the club uniquely. In insert mode, this input field will be filled with the next available number as a default. A club number must be unique. Like other fields, reports (e.g. start or result lists) can be sorted by this number. Thus you can define a club order of your choice by assigning suitable numbers.
	If you are using the archive, it is recommended to copy the club number from the archive, so you need not to take care of the club number in this case. See the entries reference for more details.
City, club name	Editing a club is split into those two fields to allow a reasonable alphabetical sort order by the city which is part of the full club name. In the reports, the full club name will be composed of the club name and the city.
	Examples: In many countries, clubs are written like TuS Mitterteich, TV Coburg-Neuses, TOLF Berlin, etc. Those clubs should be entered with TuS as the club name and Mitterteich as the city and so on. See the (German) demo events. There are also other clubs in which names the city is naturally at the beginning, like Ronneby OK. Those clubs should be entered completely into the city and the name should be left blank. In some countries, it is usual that they don't use full city names at all, but only the abbreviation, like USOC, HAVOK, AIRE, GRAMP, etc. In this case, the abbreviations must be entered into the city field.
Location, Region	Use those columns to allow even more sort orders for clubs in reports. These fields are new in V11, so they may be filled appropiately by new archive imports.
Nation	The nation abbreviation should only be entered for foreign clubs.
Addresses	You can enter up to three addresses per club. You can't edit the addresses directly in the grid. You have to click on the edit button 〔…〕 to display the address dialog. For more details see the Address dialog reference.
	You can define your own description for these columns with the extra fields.
Num1, Num2, Text1, Text2	There are four additional fields available for numerical or text data. You can define your own description for these columns with the extra fields.
Paid	This is the field where you can administer the start fees and enter the amount which the club had paid in advance. For more details on the start fees, see the next paragraph.
Paid-Ind.	This readonly field shows the sum which had been paid by those competitors who got the individual paid flag. See also the entries reference.
Extra fees 1-5	You can enter up to 5 different extra fees or credits which will be added to the start fee amount of the club. Think about extra fees for late entries, lodging, breakfast, parking. Define the names for those fees with the Start fee settings.

⊖ Start fees

You can administer the prepaid start fee amounts by entering those values into the Paid column of the clubs. If you want to do this individually for every competitor, then you have to use the flag Paid which is offered with the entries.

If you have direct or late entries and are computing the start fees by clubs, there may be a mixture of both methods. In the readonly column Paid-Individuals, you see the amount which is calculated from individual payments.

The total amount paid by the club is given by the sum of both Paid-columns. So the following procedure is recommended (only if you are calculating by clubs!). For pre entries, do not enter individual flags in entries but only

the amount which had been paid by the club in advance. For late and direct entries, use the individual flag but do not change the paid amount of the club here (where those runners normally are not included).

You can also administer some extra fees with the clubs (see the above paragraph). One extra fee which is not mentioned explicitly here is the chip rent fee. You can define its value in the Start fee settings. Set the flag Rented of a competitor to indicate that the club has to pay a rent fee for him.

With the start fee reports, all open and paid amounts will be computed.

Currency sign

OEScore uses the currency sign of your Windows settings. To change it, go to *System Panel-Country settings*. There you can also define the layout of currency amounts, whether the sign should be shown before or behind the value.

⊖ Reports

There are various reports available in the entries form. The titles should be self-explaining.

There are some special options in the reports which should be explained here. Only those which are important for clubs reports are listed below. For the entries and start fees reports, see the Entries or Classes reference.

Names	The names in the report will be displayed according to this setting.
Include addresses	You can select which addresses (1-3) should be included in the report.
Quick selection: address	In the Addresses of clubs report, you can define which addresses should be selected (1-3).

For general information about reports, see the reports reference.

⊖ Exports

CSV export

The club report can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the event clubs import. Thus it is possible to export and re-import the clubs as often as it is required.

Note that there are different formats for the normal club report and the start fees by clubs report.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

For more details, see the exports reference.

⊖ The club dialog
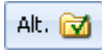
The club dialog will appear if you enter a new club manually together with a new competitor. See also the entries reference.

Enter the fields as described above. Note that in this dialog you can enter the first club address only. If you want to enter more addresses, then you must do this later in the clubs grid.

See also

Managing entries - Task based help

5.4.5 Alternative classes
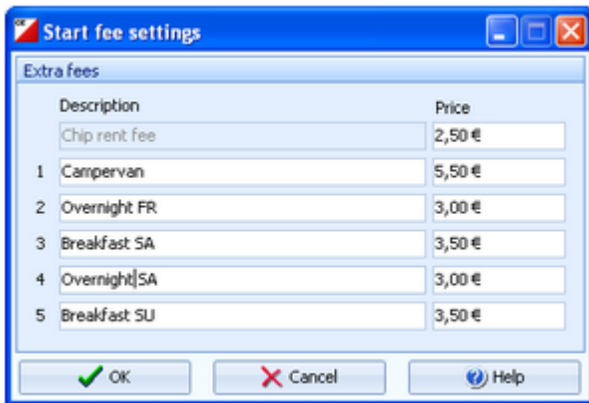
In the archive panel, click on the Validate alternative classes button . This will fill the Alternative classes grid with the classes from the archive. Then you can look at the archive classes which are not in the event and assign an event class to them.

Of course, you can use this table also if you are using completely different classes in the event! Those archive classes which are also used in the event can be left blank in this table.

5.4.6 Start fee settings

This dialog will be invoked by the Extra fees button 🪙 in the Entries form.

You can define the description and the price for up to 5 extra fees and the price of the chip rent fee.

In the club grid, you can enter the numbers how much items of a specific extra fee a club has ordered. They will be computed with the start fee reports.

See also

Entries

Classes

Clubs

5.4.7 Address dialog

You can't edit the address directly in the clubs or competitors grid. You have to click on the edit button ⬚ to display the address dialog.

All fields should be self-explaining.

You can define your own description for the optional field Line2 with the extra fields.

Use the button *Delete* to delete the address completely.

5.4.8 Import classes

Use this function to import the classes. This import file can be delivered by a web entry service or any other source. Be sure to have created all classes before beginning with importing the entries. This is the same import function like the Event classes import which can be invoked from the Extras main menu item.

Classes	Select the right working mode of the import. Since *Clear and Create again* will lose all special class settings like start list definitions, be careful when using it!
Identify classes by	Define by which field existing classes should be identified. Obviously the class no. should be preferred.
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export a class report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *ClassList*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

Notice: If you are using the *Emit punching system*, please check out the *start punch setting* for all new classes! See the Emit settings reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.
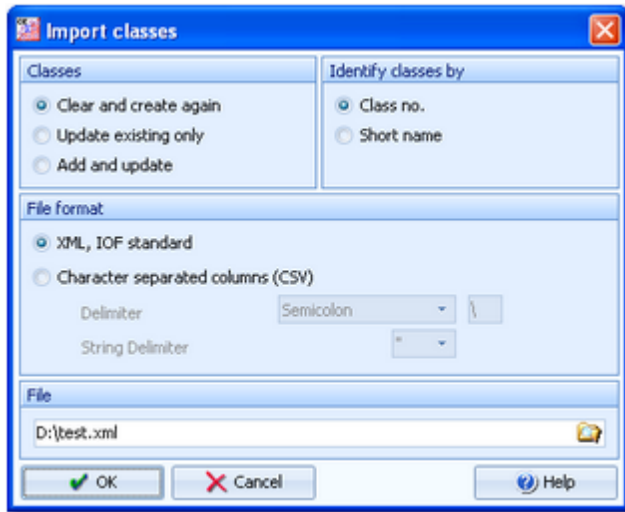
The XML format may have *created new class types* (class type 1). If this is the case, then you will get a reminder at the bottom of the log report. Since in OEScore the names of the class types are terms which are subject to the language translation, please check out the Extra field names whether this is what you expected and exit this dialog by *OK* to get the new translations working.

See also

Import entries

Copy classes into the event

Import classes into the event

Export dialog

Classes

Entries

5.4.9 Import entries

Use this function to import entries, if you are registering them using an external software, f.ex. on a web entry page. Compared to the import of the complete event, this function provides some special features required for entries handling. The archive can be used in the same way as with the manual entry function. The import and the manual function can be used concurrently without any restrictions.

If you had exported the event for special evaluations and now want to re-import it, then use the event import which is specially designed for this purpose.

Competitors	Select the right working mode of the import. *Add and update* is to be preferred. Using the option *Add new ones only*, you can use an import file which contains all entries but import the new entries only. Use *Add all* if the import file definitely contains new entries only and there is no field provided by which existing competitors can be identified. Although OEScore has some built-in control features, it is your responsibility to make sure that no entries will be imported twice from the web site. If you don't have this possibility from the web site, then it should assign a unique number or text to the database id, so that both OEScore and the web site have a common identification field. The very best solution would be if the web site could use the same archive as it is used locally.
Identify competitors by	Define by which field existing competitors should be identified. It is recommended to identify existing competitors by the entry id or the database id. One of them must be delivered by the import file. **Notice:** the entry id is available from XML files only! Checking the competitors against the archive is not useful here. OEScore must presume that entries from the web are error-free. If you are working with the archive, it should be available at your web entry page also. If there is no start fee given in the import line, then the start fee of the class will be inserted. See below how clubs and classes are computed.
Late entries, Entries from	This option is available for imports in **XML format only**. If the import file contains the entry dates of the competitors and if you had checked one of the special late entries

handlings, then only those competitors will be considered who had entered beginning with this date. Leave the field blank if you want to compute all entries included in the file according to those options.

Late entries, Calculate start times	You have the possibility to calculate a start time for the imported competitor. This feature is useful for late entries outside the vacant places. You can choose whether the start time should be calculated before the first existing or after the last existing start time in this class.
	Notice: The absolute precondition that this will work is that you have defined a valid start organisation for this class! Otherwise the competitor will be imported but get no start time. This will be displayed in the log window.
Late entries, Add start fee surcharge	Normally, OEScore inserts the start fee of the class for every new competitor. If you have higher start fees for late entries, you can use this feature. From the listbox, select whether the actual start fee should be calculated in percent of the original fee or as an absolute surcharge. In the left field, enter the value. You can also enter negative values to get credits for early entries f.ex.
Clubs	Define how clubs should be handled. *Keep existing* is to be preferred. With this setting, new clubs will always be inserted. They will be identified by the club number or the club name. Possible name conflicts will be bypassed by issuing suitable names. This will be shown in the report of this import.
	The pure club number would be enough to identify the club if the club will be copied from the archive or if it is already defined in the event.
	If you had checked *Insert from archive*, then new clubs will be searched in the archive and copied into the event including all available addresses. A given club number will be ignored if you had selected *Copy archive cub no*. If you are not using the archive, then the club will be created using the given club number.
	If you did not include a club number in the import file, then the club will be searched by name and city and be handled in the same way as explained above. In this case, new clubs will be created either with the club number from the archive or with the next free number within the event. When using the archive, then new clubs not found in the archive will get club numbers above 90000.
	See also the **Using the archive** section in the entries reference.
Classes	Classes will not be changed by this import. In the import file, you can use the class number or the class short name. If the class is unknown, then the record will not be imported. Please ensure that the class table implemented on your web entry page exactly matches the OEScore class table!
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export an entries or start list report. Note that those export files do include more fields than needed for the entries import, f.ex. start times, etc. In the import file, those fields should be left empty but they must be included, just as given in the header line. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *EntryList*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
Export file of a single day event	Currently this option has no meaning in OEScore.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

    The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

Avoid importing a club with number 0! Pre-existing running times will be preserved in *Update* mode. But it is obvious that an import of existing runners during or after the event is not the purpose for which this function is designed for!

See also

Import classes

Import clubs into the event

Export dialog

Entries

5.4.10 Import rankings

In some countries (so far I personally know Sweden and Finland only), the Elite classes are limited to a maximum number of competitors. Everyone who is qualified, can first enter for Elite. After the entries deadline, the organiser can update the ranking points by a special import file and then use the Distribute Elite entries function to select the best ranked for Elite and move those beyond the limit into an A or E2 class.
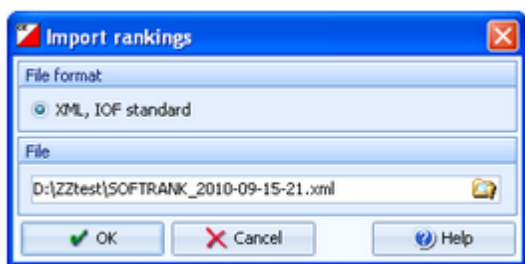
File format		Only XML is supported.
	XML	This import requires the IOF XML format, document type *Rank List*. For more information on the IOF XML formats, have a look at the IOF web site.
File name		Select the import file here. See the File selector reference for more details.

The competitors have to be identified by the database id, since it is expected that the ranking list had been exported from the same database on which the archive is based on. The ranking file includes both a ranking position and a ranking point value for every competitor.

See also

Distribute Elite entries

5.4.11 Distribute Elite entries

In some countries the Elite classes are limited to a maximum number of competitors. Everyone who is qualified, can first enter for Elite. After the entries deadline, the organiser can update the ranking points by a special import file and then use this function to select the best ranked for Elite and move those beyond the limit into an A or E2 class.
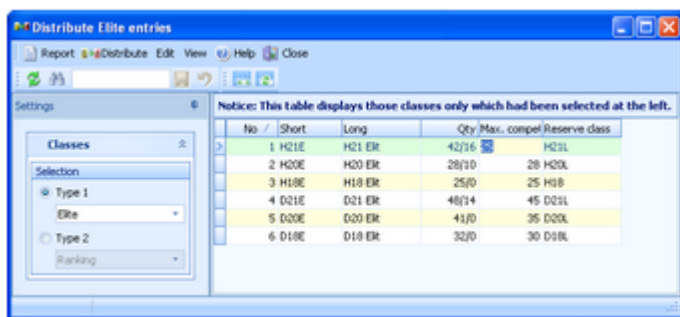
For each class, you can define the maximum number of competitors and the reserve class where the remaining entries will be shifted to. The quantity column shows the current state of the class, how many are in the class and how many already had been shifted to the reserve class.

Notice: it does not matter from where the ranking points are coming. You can also enter them manually with the entries.

Customizing the settings

The Settings tab provides a preselection of the classes. Select the right class type to reduce the table to the relevant classes. In the sample, there is a class type 1 called Elite which selects the Elite classes only. For more information about class types see the Classes reference.

However, it is no problem if you display all classes in the table and work on the relevant ones only.

Special functions

Distribute elite entries

By default, the relevant classes (those which have a reserve class assigned) are preselected. You may change this selection, f.ex. to distribute a single class only.

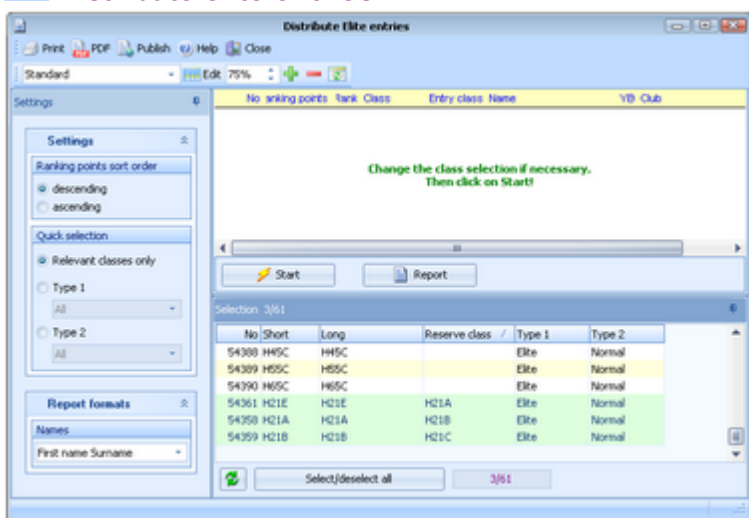Click on the *Start* button to launch the task. The competitors will be displayed in the report together with their class.

Use the *Report* button to simply display the current status of the selected classes, without any changes of the class assignments.

In the report, the competitors of every class are sorted by the ranking points. Define if this should be *descending* or *ascending* (in some countries 0.00 is the best ranked). *Not matching competitors* (f.ex. those who should not be in the elite class) are marked by an asterisk *.

You can repeat the distribution as often as you need to get the desired result. You can keep both the definition table and the distribution report open, modify a value in the table and repeat the distribution for this class.

Chained or hierarchical distribution

It may be necessary to distribute entries among several classes. F.ex. the mens' entries should be sorted into H21E, H21A, H21B and H21C. There, the last H21E entries will be moved to H21A, which will move the worst H21A entries into H21B and so on. It may even be possible that a competitor with a very low ranking had entered for H21E but he will fall down to H21C.

This mode requires some special care. You must make sure that the classes will be distributed in the right order. So try to find a suitable sort order which computes them in a row. Often the order by class numbers or by reserve classes provides the right sort order. If this is not possible, you will have to do the distribution for each class individually from top to down. Every single step will be added to the protocol, so it is wise to print it (on paper or PDF) for reference purposes.

Reports

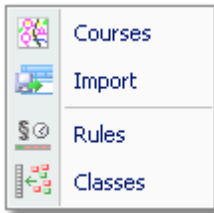The **Overview report** supplies a complete summary of the definitions.

For general information about reports, see the reports reference.

See also

Import rankings

5.5 Course setting

The **Courses** main menu topic offers you all course setting functions.

These are the **Courses form**, Rules, Import courses and Assign Classes - Courses.

With **Courses - Courses**, you open the courses form. It has two tables where you can edit the Courses and the Controls.

See also

Course setting - Task based help

5.5.1 Courses

The Courses form has two grids where you can edit courses and controls. Look at the top of the data grid.
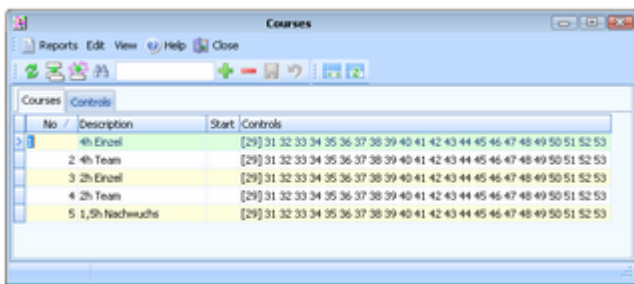
This topic deals with the Courses grid of the courses form only. For more information on controls see the Controls reference.

If you need more details about editing in the data grid, have a look into the data grid reference.

Notice: At score O events, it is most common that you have a single course including all controls only, and the various classes have different time limits. For some reason, it may be useful to have several copies of the same course named in a suitable way.

▬ Editing courses

Be sure that you are displaying the courses grid `Courses`.

When working on the courses, please observe the following hints for the columns.

No   The course number identifies the course uniquely. In insert mode, this input field will be filled with the next available number as a default. However, to have more flexibility for later additions, you may prefer to enter course numbers in steps of 10. If you had imported the courses, then the course numbers had been determined by that function. See the Import courses reference for more details.

A course number must be unique. In addition to the course description, reports (e.g. start or result lists) can be sorted by this number. Thus you can define a course order of your choice by assigning suitable numbers.

Description The description must be unique.

Start Enter a start control code, if you want to print its description. OEScore reserves codes 1 to 9 for at most 9 different start points.

Controls This column shows the current number of the course's controls together with a list of them. To edit the controls, click on the edit button . For more details, see the next paragraph.

Defining the controls

To edit the controls, click on the edit button in the controls column. The course dialog will be displayed.
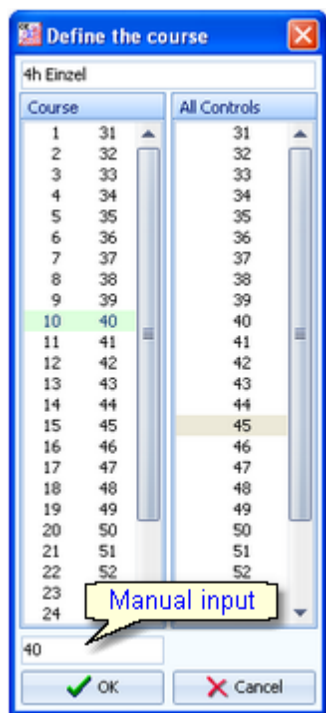
The course with its current controls is shown in the left listbox while all available controls are shown on the right. Be sure to have all controls defined in the controls grid.

To add a control to the course, drag it from *All Controls* into the *course*. To change a control's position, drag it there. To remove a control from the course, simply drag it back to *All controls*.

Mandatory routes are marked with <> and they can be inserted into the course like normal controls.

You may prefer to use the keyboard:

Tab and Shift-Tab	Switch the list
Arrow keys	Move in the list
Enter	Insert control
Del	Delete control

You can also type in the code numbers manually using the input field. Press *Enter* to insert the code number into the course.

Special functions

Duplicate course

Use the Duplicate course button to copy the current course into a new one and edit it afterwards. This function can also be found under the *Edit* menu item.

Insert all controls

Use the Insert all controls button to insert all controls into the course. At Score O it is a quite common situation that a course includes all controls. This function can also be found under the *Edit* menu item.

Reports

There are various reports available in the courses form. The titles should be self-explaining.

There are two special reports. You can print the Control description sheet of the selected courses or of all (or selected) controls. Select if you want to have plain text or IOF symbols.

There are some special options in the reports which should be explained here.

Layout: Include classes This is available for the Competitors per course report. Classes will be included according to this setting.

Print mode: Full pages	This is available for the IOF control sheets only. You can choose if you want to have a full page of each description or if you want to have them printed in a row.

For general information about reports, see the reports reference.

Exports

CSV export

The courses report can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the course import (SportSoftware CSV format). Use this format if you want to export the courses, do some evaluations (maybe using Excel) and reimport them.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

For more details, see the exports reference.

See also

> Course setting - Task based help
>
> Controls
>
> Import courses
>
> Rules for credits and penalties
>
> Assign Classes - Courses

5.5.2 Controls

The Courses form has two grids where you can edit courses and controls. Look at the top of the data grid.
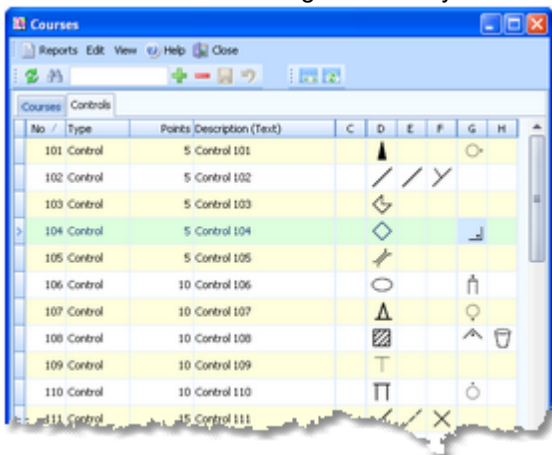
This topic deals with the Controls grid of the courses form only. For more information on courses see the Courses reference.

If you need more details about editing in the data grid, have a look into the data grid reference.

Editing controls

Be sure that you are displaying the controls grid Controls.

When working on the controls, please observe the following hints for the columns.

No	The code number must be unique. In insert mode, this input field will be filled with the next available number as a default.
Description	You can describe the control by text and by IOF symbols. If you do not use text descriptions, simply keep the default text.
Points	Enter the point value for this control.
Type	The control type determines how the control will be used within a course.

	Control	The control code number can be any number beginning with 31. However, the SportIdent punching system supports code numbers up to 255 only. With Emit, you must not have 250 and 99 as control codes since they have a special meaning there.
	Mandatory route	Clicking into any of the symbol columns will offer you the four types of mandatory routes for selection. See the next paragraph for more details. Mandatory routes can be inserted into courses like normal controls. Control codes 10 to 29 are reserved for mandatory routes.
	Start	The control description for the start can be entered like a simple control. For this purpose, control codes 1 to 9 are reserved. So you can define up to 9 different start points.

C to H	These are the columns for the IOF symbols. See the next paragraph for more details.

➖ Editing IOF symbols

Click on the column you want to edit. Select the desired symbol from the table displayed. It will always contain the appropriate symbols for this column.

Besides the symbols for crossing and junction, column F normally contains the object's dimensions. Select the desired dimension type from the table. Enter the correct values in the dialog and click *OK*.
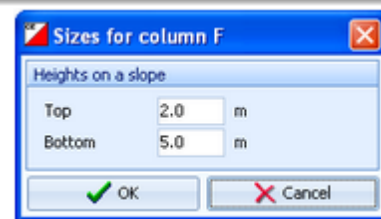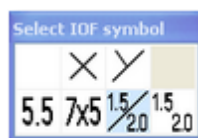
If the control is a mandatory route, then you can click into any of the IOF columns which will display the mandatory route dialog. This offers you the four types of mandatory routes for selection. Depending on the type, you will have to enter the length of the route.
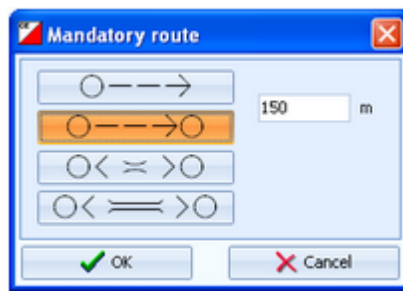
See also

[Course setting - Task based help](#)

[Courses](#)

5.5.3 Rules for credits and penalties

If a competitor exceeds the time limit, this will punished by penalty points. Sometimes there are also credits awarded if a competitor is faster than the time limit. There may be different rules for different classes.
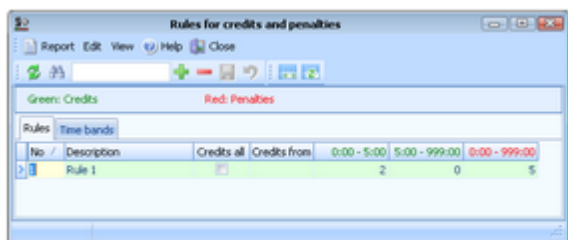
Using time bands, you are able to define different penalty levels, depending on how much a competitor exceeded the time limit.

Defining the time bands

To edit the time bands, click on the tab Time bands.
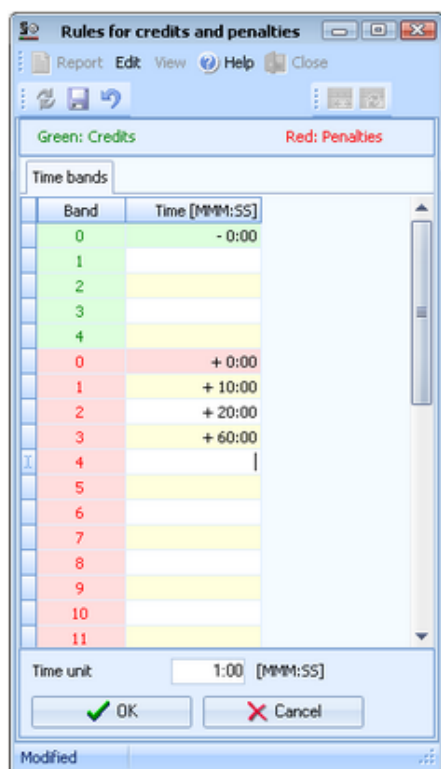
As a maximum, you can enter *5 bands for credits* and *30 bands for penalties*. The first band always starts with 0. It is predefined and can't be edited. The last band starts with the given value and goes up to the maximum time.
In the sample, the last but one time band is from 20 to 60 minutes, while the last one will be all times above 60 minutes.

You can simply enter the margins of the time bands. Enter all times in minutes and seconds *[MMM:SS]* as the difference to the time limit. They will be displayed with the right sign *+/-* automatically.

At the bottom, enter the Time unit. This is the interval by which credits and penalties are given within the time bands. According to common Score O rules, this is preset by 1 minute. However, you have the possibility to define a larger or smaller unit down to one second. Of course all time band margins must be multiples of the time unit.

To save your changes, press the *OK* or the *Save* button.

Do not hesitate to do some experiments. Try different possibilities and investigate their effect in the rules table. The last time band is always shown by - 999:00.

Notice: The time bands are valid for all rules. It is not possible to define specific time bands/time units for each rule.

▬ Editing rules

Every modification to the time bands will be displayed in the rules table immediately.

Enter the credit or penalty points for each time band. Usually the penalties should increase with higher time bands.

Notice: there is a special value 999 for the penalties. This means that a competitor will *lose all his points if he is in that time band*, which is normally the last one.

The last time band is always shown as n - 999:00 (all times above n).

There are two special columns. If you enter a points value for Credits from, then this means that a competitor *will be awarded credits* for finishing below the time limit *only if he had collected at least the Credits from points*. Alternatively, you can check Credits all to define that the credits *will only be awarded if the competitor had collected all controls*. Of course, if you leave both fields empty/unchecked like displayed above, then the credits will be awarded to every early finisher.

Notice: If you check Credits all, then Credits from will be cleared automatically.

▬ Reports

The report supplies an overview of the rules.

For general information about reports, see the reports reference.

▬ Exports

CSV export

The report can be exported to CSV format. The record structure is given in the header line within the output file (format header). Use this format if you want to export the rules.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

For more details, see the exports reference.

See also

> Course setting - Task based help
>
> Courses
>
> Assign Classes - Courses

5.5.4 Assign Classes - Courses

To achieve the desired automatic point calculation, the courses and rules must be assigned to the classes. You have also to define the time limit for each class.

If you need more details about editing in the data grid, have a look into the data grid reference.

Editing assignments

Please observe the following hints.

Course	Just select the right course from the listbox. See also List box selectors reference for more details.
Time limit	The time limit is the allowed scoring time for this class.
Rule	Just select the right rule from the listbox. See also List box selectors reference for more details.

Assigning a course to multiple classes

Often several classes do the same course. Especially at score O events, it is most common that you have a single course including all controls only for all classes. There is a special function to speed up such assignments. Click on the *Assign course* button. The form will change its appearance.
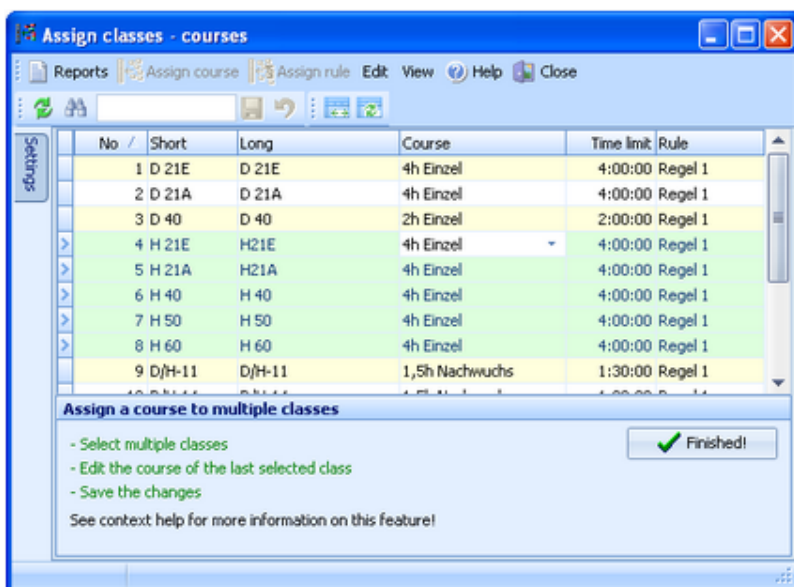
In this mode, you can select multiple classes. Unlike with the report selection, you have to *Ctrl-Click* to select the records.

For the last selected class, enter the right course and save it. This course will be assigned to the other selected classes as well. **Note** that you must edit the course of the class which you had *selected at last*. This is not necessarily the last one of all selected in the list.

If you are finished with all those multiple assignments, then click the *Finished!* button to return to normal working mode.

Assigning a rule and time limit to multiple classes

Similar to courses, also the same rule and time limit may be used by several classes. Click on the *Assign rule* button. The form will change its appearance.
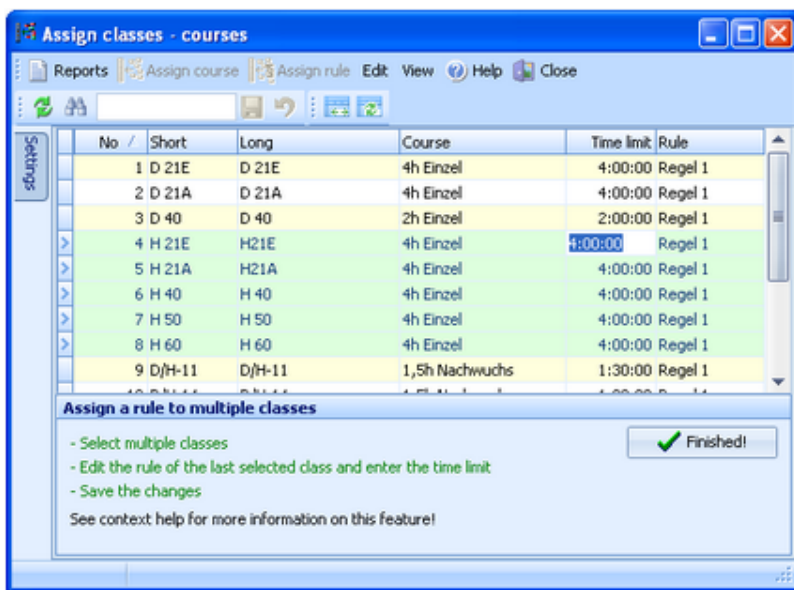
This function works in the same way like the course assignment described above. The only difference is that you have to edit the rule and the time limit here.

Reports

Besides the normal report, you can print the Control description sheet of the selected classes. Select if you want to have plain text or IOF symbols.

There is one special option for the IOF control description sheets.

| Print mode: Full pages | You can choose if you want to have a full page of each description or if you want to have them printed in a row. |

For general information about reports, see the reports reference.

See also

Course setting - Task based help

Courses

Rules for credits and penalties

5.5.5 Import courses

Use this function to import courses from *OCAD* (OCAD AG) or *Condes* (Finn Arildsen). Any other software may create a file either with the CSV export format of OEScore or the *IOF standard XML format*.

However, since at score O you mostly have all controls in a single course and the controls do have sequential code numbers, it looks like entering them manually is the easier and quicker method. Also, **most of these import formats do not provide the point values** but the code numbers only.
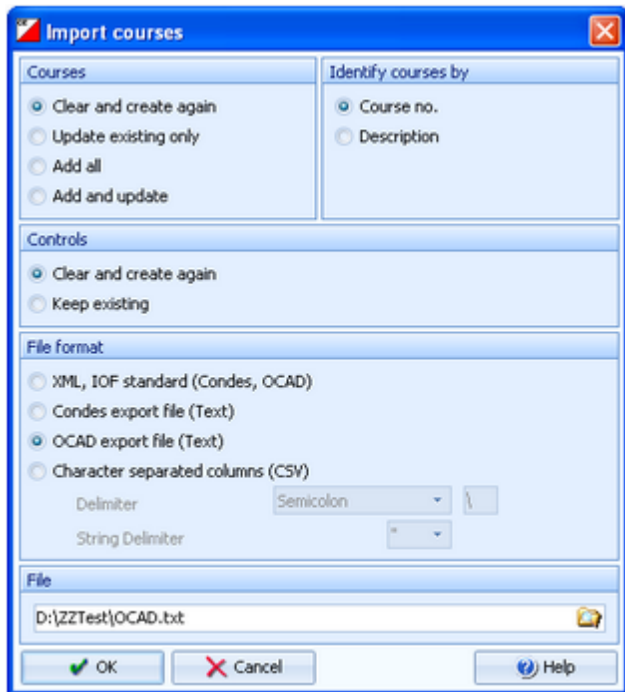
Courses	Select the right working mode of the import. *Clear and create again* is to be preferred as long as you don't have defined the course assignments. For more details on the latter task, see the Assign Classes - Courses reference.
	After you had done the assignments, you may also need to import late modifications of the courses. Then the option *Update existing only* should be better. As a precondition, you should ensure that the course descriptions and class names used in OCAD or Condes are matching those which you have defined in OEScore. See the paragraph below for more details.
Identify courses by	Define by which field existing courses should be identified.
	With imports from Condes or OCAD, it is recommended to choose the *Description* here. In all other cases, the *Course number* should be preferred.
Controls	Define how the controls should be handled. With imports from Condes or OCAD, this setting does not matter so much since normally you will not define and print the IOF symbols in OEScore but in Condes/OCAD. But should you prefer using the IOF symbols of OEScore, then always select *Keep existing* to preserve your control descriptions. In this mode, new controls will be added automatically.
File format	Select the right file format.
XML, IOF standard (Condes, OCAD)	This import requires the IOF XML format, document type *CourseData*. This format can be exported by both Condes and OCAD. For normal class courses, you should prefer this format.
	Condes creates course numbers only temporarily for its export. Thus they may not match the definitions in OEScore. Please check this out carefully after an import from Condes/OCAD using the option *Update*! Alternatively, you can allow the courses to be identified by the descriptions. To avoid any problems with different course numbers, you have to *disable the course numbers when exporting* from Condes or OCAD.
	If defined, the *assignments to classes* will be imported also. OEScore must search for the classes by their short names (class numbers are not available in Condes/OCAD). So be sure that the class names match in both programs.

> *To enable troubleshooting, be sure to print a courses report before and after each import!*
>
> Only the *newer XML V3 format* which is exported by *Condes* does *support the point values*.

Condes (Text)	This is the export from older Condes versions. Condes does not export course numbers. Thus, with option *Update* the courses must be *identified by the description*.
OCAD (Text)	This is the export from older OCAD versions, also available as Courses version 8 (Text) in OCAD versions 9 and later. OCAD does not export course numbers. Thus, with option *Update* the courses must be *identified by the description*.
CSV	This format is recommended for imports from other 3rd parties or if you want to export, do some external modifications and reimport the courses. The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export a courses report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

Except when using XML (see above), you have to assign courses to classes manually.

New courses with missing course numbers will get course numbers beginning with 9001.

See also

Export dialog

5.6 Start list

The *Start list* main menu topic offers you all functions to create the start list and to display start list reports.
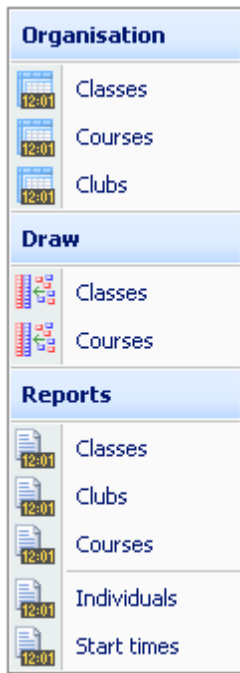
With the *Start list organisation*, you define the basic structure for the start list draw. According to how you want to draw, you have to define it either by classes or by courses. If you are using time blocks, then you will have to define them for the clubs.

The *start list draw* can then be done by classes or courses, respectively.

The start list reports can be displayed from this menu with a single mouse click.

See also

Creating start lists - Task based help

5.6.1 Start organisation by classes

To be able to draw a start list according to basic competition rules, you have to define the start organisation.
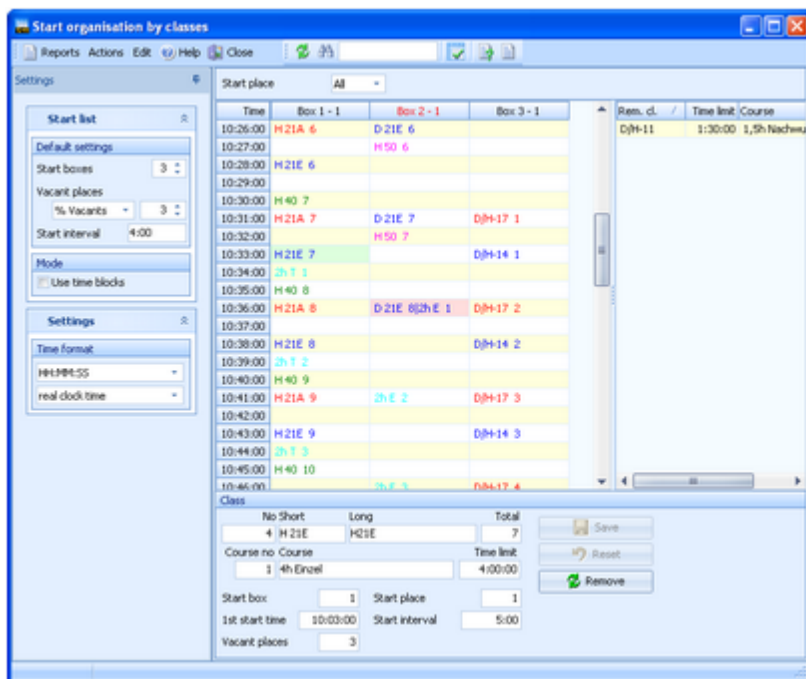
A start list can only be drawn without errors if there is an error-free underlying organisation. For instance, you have to

ensure distributing start numbers uniquely. Within a single start box, there must not be any start time with two runners starting. As a basic rule, equal start intervals should be maintained within each class. Building up the start organisation visually on screen, you can fulfil all these preconditions easily.

Notice: At many score O events there is a mass start. In this case it will be easier to use the start organisation by courses.

Customizing the settings

The Settings tab has two paragraphs.

Start list

These settings define the defaults for inserting classes into the start organisation.

Start boxes	Increase the number of start boxes to the number of how many competitors should start concurrently. Within a start box, only one competitor should start at the same time. Use this as an organisational tool, for example to ensure that no competitors with the same course start concurrently. However, this looks as not so important for Score O.
Vacant places	Each class will be provided as much vacant places as are given by this value. You can select if this should be calculated as a percentage of the competitors in the class, or if this should be a fixed number.
Start interval	The default start interval will be used when inserting a class into the table. Afterwards, you may require to change this to another value. In practice, it is always suitable to have a common start interval for all classes.
Use time blocks	At larger events, you may prefer to spread all classes over the whole start time range and distribute start times for each club or even for single competitors into predefined intervals. Further definitions for this kind of start list draw must be made in startlist organisation by clubs.
	In the table, a class will then occupy all matching start times within its start box. Only the first 120 min are shown here, since this is the same from 0.00 until the end.

Settings

Time format	The times will be displayed according to this setting.

Building up the start organisation

Basically, you should *display all start places* in the table. For more details on working with start places, see the paragraph below.

On the form you see two tables. The left one is the start organisation table. It will be blank initially. The right one is a list of all remaining classes. For each class you see the course and the time limit. You can sort the list by those columns to get a better overview for dragging them to the right start box.

Drag a class from the right list into the table. Drop it on the desired first start time in the desired start box. The class will be inserted into the start list. In the class panel you will see the actual values for this class. Modify the given values if necessary (mostly the start interval or the number of vacants) and click on *Save*. Repeat with all classes.

Within the start organisation table, it is easy to move a class. Just drag any start time of this class to a new first start time and/or start box. If you want to drag a class into a new start box, then first create one by increasing the value in the settings panel.

You can also rearrange the start boxes by dragging them to the right position. F.ex. you can add an empty new start box at the right and then move it into the mid of the table if you need that. This will be of special help if you are using the start places.

If there are start time conflicts within a start box, the box column header will be shown in red. Scroll down until you see the conflicting start time which is highlighted in red colour. If you don't see all classes, then enlarge the box column.

Click on any class to display its settings in the **class panel**. You can modify any of the start organisation values. Click on the *Save* button to save the changes. The start organisation table will be updated. The class panel works also with the list of remaining classes. Instead of dragging into the table, you can also insert a class by just adding all required values.

One word to the Start place. This is an optional field and it can be used if you have several start points. The start place can be used to select the right classes for the start list reports. See the paragraph below and the Start list reports reference.

If there is a conflict so that two or more classes will get the same start time within a box, then the green browse buttons will be shown. Switch to the desired class and do the necessary corrections.

Click on the *Remove* button to remove a class out of the start organisation back to the remaining classes list.

Classes with mass start (start interval 0) will be shown at their (only) start time and will be marked by three asterisks ***.
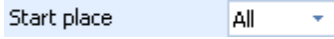
The Search field finds the first start time of the class in the start organisation table.

Working with multiple start places

If you have multiple different start places, you have to enter them into the right field. In addition to that, this scenario requires some extra care. F.ex. you have to make sure that every start box includes classes of the same start place only.

The header of each start box displays the start place(s) if there is one: Box 1 - 1 . If you see more than one start place here, then you will have to fix this.

At large events with many start boxes, it will help you to *filter the start organisation table* by the start place. Use the list box at the top panel Start place | All ▾ for this purpose. **Notice:** If there are multiple start places in the same start box, then the filtered view will display only the classes of the selected start place! So fix this issue first...

If you drag a new class into the start organisation table, which is filtered by a start place, then this class will get this start place assigned automatically.

The check report includes two paragraphs indicating missing start places (only if you are using them at all...) and multiple start places in the same start box.

Special functions

☑ Adjust start times
You can repair conflicting start times automatically. This may be necessary if you had entered additional competitors after the start list definition.

Reports

The **Overview report** supplies a complete summary of the start organisation. Classes are sorted by startbox and 1st start time herein.

The **Check start list organisation report** shows possible errors in your start organisation. Decide on your own how to handle the errors.

For general information about reports, see the reports reference.

See also
Start list draw - Classes
Start list reports

5.6.2 Start organisation by courses

Besides the more usual draw by classes, it is also possible to draw by courses. All competitors with the same course will be drawn in a row. At Score O events there is often a mass start. In this case, usually all courses with the same time limit will be started at the same time. So the start organisation by courses may be preferred against the start organisation by classes. See the sample below.

The handling in this window is the same as with the start organisation by classes.
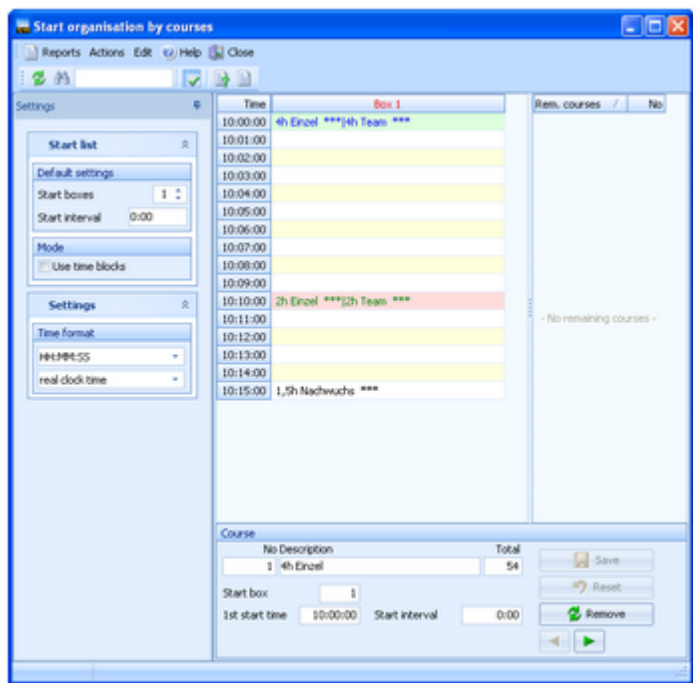
A start list can only be drawn without errors if there is an error-free underlying organisation. For instance, you have to ensure distributing start numbers uniquely. Within a single start box, there must not be any start time with two runners starting. As a basic rule, equal start intervals should be maintained within each course. Building up the start organisation visually on screen, you can fulfil all these preconditions easily.

▬ Customizing the settings

The Settings tab has two paragraphs.

Start list

These settings define the defaults for inserting classes into the start organisation.

Start boxes	Increase the number of start boxes to the number of how many competitors should start concurrently. Within a start box, only one competitor should start at the same time. Use this as an organisational tool, for example to ensure that no competitors with similar courses start concurrently.
Start interval	The default start interval will be used when inserting a course into the table. Afterwards, you may require to change this to another value. In practice, it is always suitable to have a common start interval for all courses.
Use time blocks	At larger events, you may prefer to spread all courses over the whole start time range and distribute start times for each club or even for single competitors into predefined intervals. Further definitions for this kind of start list draw must be made in startlist organisation by clubs. In the table, a course will then occupy all matching start times within its start box. Only the first 120 min are shown here, since this is the same from 0.00 until the end.

Settings

Time format	The times will be displayed according to this setting.

⊟ Building up the start organisation

When opening the form or refreshing the table, you may get various warnings. One of them is quite important here: **Some classes don't have courses assigned.** This means that some classes are missing the course assignments. For more information about assigning courses to classes, see the Assign Classes - Courses reference.

Please make sure that every class has a course assigned.

Important! Creating the vacant places

The vacant places can't be created by the course definitions because normally several classes belong to a course. Thus, proceed as following:

First define a (dummy) start organisation by classes. For each class, there is only the number of vacant places important. You can use any start times (dummies!). See the Start list draw - Classes reference for more information.

When opening this form or at every refresh of the display, OEScore will check if the actual number of vacants matches your definitions. If there is a difference then you will be asked to correct this and create the desired vacant places. Be careful here if you are viewing this table after the start list draw! Most likely then there will be vacant places already occupied by real competitors, so the check will always report differences.

On the form you see two tables. The left one is the start organisation table. It will be blank initially. The right one is a list of all remaining courses. You can sort the list like you need it to get a better overview for dragging them to the right start box.

Drag a course from the right list into the table. Drop it on the desired first start time in the desired start box. The course will be inserted into the start list. In the course panel you will see the actual values for this course. Modify the given values if necessary (mostly the start interval) and click on *Save*. Repeat with all courses.

Within the start organisation table, it is easy to move a course. Just drag any start time of this course to a new first start time and/or start box. If you want to drag a course into a new start box, then first create one by increasing the value in the settings panel.

You can also rearrange the start boxes by dragging them to the right position. F.ex. you can add an empty new start box at the right and then move it into the mid of the table if you need that.

If there are start time conflicts within a start box, the box column header will be shown in red. Scroll down until you see the conflicting start time which is highlighted in red colour. If you don't see all courses, then enlarge the box column.

Click on any course to display its settings in the **course panel**. You can modify any of the start organisation values. Click on the *Save* button to save the changes. The start organisation table will be updated. The course panel works also with the list of remaining courses. Instead of dragging into the table, you can also insert a course by just adding all required values.

If there is a conflict so that two or more courses will get the same start time within a box, then the green browse buttons will be shown. Switch to the desired course and do the necessary corrections.

Click on the *Remove* button to remove a course out of the start organisation back to the remaining courses list.

Courses with mass start (start interval 0) will be shown at their (only) start time and will be marked by three asterisks ***.

The Search field finds the first start time of the course in the start organisation table.

⊟ Special functions

✅ Adjust start times

You can repair conflicting start times automatically. This may be necessary if you had entered additional competitors after the start list definition.

▬ Reports

The **Overview report** supplies a complete summary of the start organisation. Courses are sorted by startbox and 1st start time herein.

The **Check start list organisation report** shows possible errors in your start organisation. Decide on your own how to handle the errors.

For general information about reports, see the reports reference.

See also

Start organisation by classes

Start list draw - Courses

Start list reports

Assign Classes - Courses

5.6.3 Start organisation by clubs

If you are using time blocks, you have to make basic definitions here.
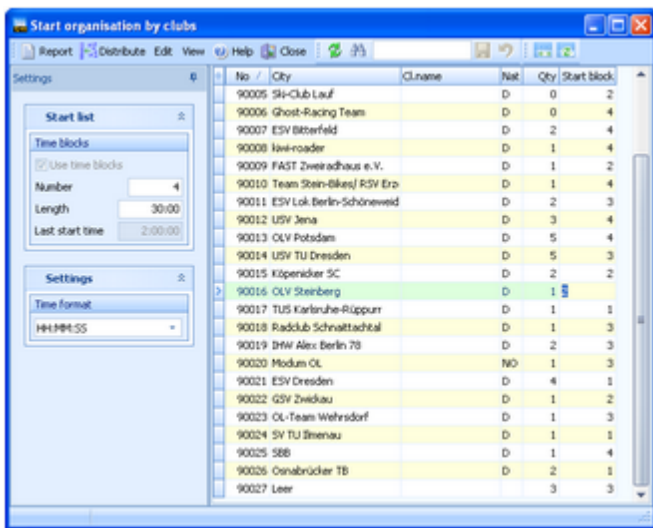
You can enter time blocks for each club. You may do this manually or use the *automatic distribution* (see below).

▬ Customizing the settings

The Settings tab has two paragraphs.

Start list

These settings define the time blocks.

Number	Number of time blocks.
Length	Length of each time block.
Last start time	The last start time which is calculated by *Number*Length*. **Notice:** this read-only value is shown as relative start time.

Settings

Time format	The times will be displayed according to this setting. The times are shown in relative format.

▬ Special functions

▦ **Distribute time blocks**
You can distribute the time blocks randomly.

▬ Reports

The report supplies an overview of the block distribution.

For general information about reports, see the reports reference.

See also

Start organisation by classes

Start list draw - Classes

Start list reports

5.6.4 Start list draw - Classes

If you had defined the start organisation by classes, then you can draw the start list now and modify the draw manually.
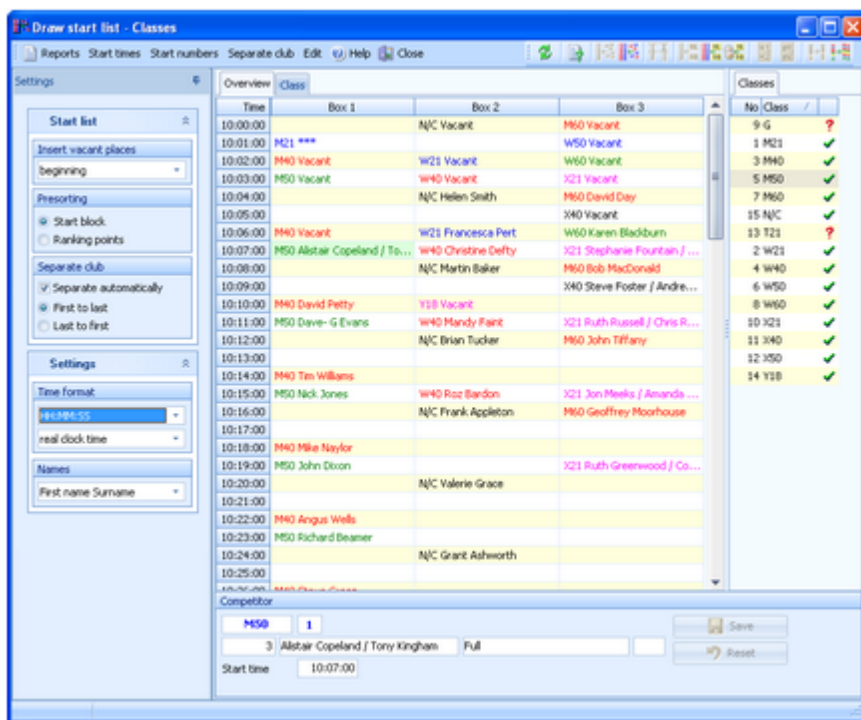
First, OEScore checks the start organisation.

If you receive an error message from this check, you may notice some restrictions for working on the start list. For example, this may be the case if you already had occupied some vacant places. If necessary, correct the start list organisation first.

This form provides an Overview table which shows all competitors (similar to the start organisation table) and a Class table where you can work on each class seperately. It is recommended to begin with the overview table. There you can draw the start times and distribute the start numbers for all classes. After that, you can switch to the class table and check out and perhaps modify the draw of each class individually.

See the following paragraphs for more details.

▬ Customizing the settings

The Settings tab has two paragraphs.

Start list

Insert vacant places	Define where the vacant places should be inserted: at the *beginning* or at the *end* of the classes, or if they should be *drawn* like normal competitors. It is possible to draw all classes with a specific setting first and then redraw singular classes using a different setting.
Presorting	For the presorting within a class, you can either use the *start block* or the *ranking points*. It is possible to draw all classes using start blocks first and then redraw singular classes using the ranking points.
Time blocks	If you are using time blocks, then this box is displayed instead of the above two. It just shows the current settings for the time blocks. For more information about time blocks, see the Start organisation by clubs reference.
Separate club	*Separate club automatically* This option is activated by default. It means that the Separate club algorithm should be processed after a start list draw automatically. Of course, you still have the possibility to uncheck this option if you don't want to separate competitors of the same club. Select *First to last* or *Last to first* to define the direction in which this algorithm should work. Most competition rules demand from the end to the beginning (Last to first) because in this case those who will be inserted inbetween subsequent club starters will have no disadvantage from this action since they will be moved to a later start place. If there had been unseparated pairs left, then try the opposite direction additionally or look for them in the Validation report and solve those cases manually.

Settings

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

⊟ Working in the Overview table

This table provides you an overview over the whole start list.

| Time	Box 1	Box 2	Box 3
10:00:00		N/C Vacant	M60 Vacant
10:01:00	M21 ***		W50 Vacant
10:02:00	M40 Vacant	W21 Vacant	W60 Va...
10:03:00	M50 Vacant	W40 Vacant	X21 W...
10:04:00		N/C Helen Smith	M60 D...
10:05:00			X40 W...
10:06:00	M40 Vacant	W21 Francesca Pert	W60 K...
10:07:00	M50 Alistair Copeland / To...	W40 Christine Defty	X21 Sk...
10:08:00		N/C Martin Baker	M60 Bo...
10:09:00			X40 St...
10:10:00	M40 David Petty	Y18 Vacant	
10:11:00	M50 Dave- G Evans	W40 Mandy Faint	X2...
10:12:00		N/C Brian Tucker	M60 ...
10:13:00			
10:14:00	M40 Tim Williams		
10:15:00	M50 Nick Jones	W40 Roz Bardon	X21 Jon ...
10:16:00		N/C Frank Appleton	M60 Geof...
10:17:00			
10:18:00	M40 Mike Naylor		
10:19:00	...Dixon		X21 ...
10:20:00		...ie Grace...	

As the first steps of the start list draw, you should

▐▌ Draw the start times for all classes.

▐▌ Distribute the start numbers for all classes.

Sometimes you may prefer to distribute the start numbers by clubs.

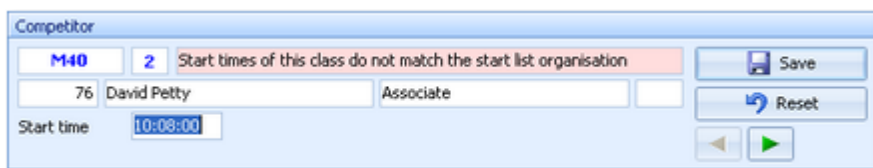If rules demand that, you can separate the competitors of each club.

After each of these tasks, the Validation report will be displayed automatically.

If there are start time conflicts within a start box, the box column header will be shown in red. Scroll down until you see the conflicting start time which is highlighted in red colour. If you don't see all competitors of this time, then enlarge the box column.

To *modify a single competitor's start time*, just drag him into the desired time.

Notice: You can drag a competitor within his start box only. Modifying a competitor's start time in this table does not affect any other start times.

Click on a competitor to display his details together with the class status in the ***competitor panel***.

Competitor				
M40	2	Start times of this class do not match the start list organisation		💾 Save
76	David Petty		Associate	🔁 Reset
Start time	10:08:00			◄ ►

You can edit his start time here which has the same effect like dragging him.

If there is a conflict so that two or more competitors have the same start time within a box, then the green browse buttons ◄ ► will be shown. Switch to the desired competitor if you want to change something here.

H20 ***   Classes with mass start (start interval 0) will be shown at their (only) start time and will be marked by three asterisks ***. No individual competitors of this class will be shown and you can't modify the start time here. This has to be done in the start organisation.
To display the competitors and work on the start numbers, switch to the class table.

⊖ Working in the Class table

Here you can work on each class seperately. Select the class from the class list at the right.

M50	Stno	XStno	Name	Club
10:03:00	84		Vacant	Vakant
10:07:00				
10:08:00	3		Alistair Copeland / Tony Kingham	Full
10:11:00	20		Dave- G Evans	Full
10:15:00	25		Nick Jones	Full
10:19:00	7		John Dixon	Full
10:23:00	55		Richard Beamer	Ind
10:27:00	17		Dave Lloyd	Full
10:31:00	71		Graham Townsend	Associate
10:35:00	28		John Galway	Full
10:39:00	16		John Herring	Full
10:43:00	9		Steve Willis	Full
10:47:00	8		Jens Strain	Full

You can

Draw the start times for this class.

Shift the start times of this class. It may become necessary to change the first start time and/or the start interval after the draw, while the drawn start order should be kept.
First, change the corresponding values in the start list organisation. Then display the class in the class table and shift it.

Distribute the start numbers for this class.

If rules demand that, you can separate the competitors of each club. If there will be unseparated pairs left, check out the Validation report.

H1
H2 Assign X (Xtra) start numbers to this class. See the paragraph about special functions for more details.

Start times which do not match the start organisation will be shown in red. The competitors will be highlighted in red colour, also those without any start time.

To *modify the start order manually*, just drag the competitors like you wish. All other competitors will be adjusted accordingly.

Notice: If at least one competitor of the class has a finish time, then no changes are possible to this class anymore, except editing singular start times.

If you are *using time blocks*, then a competitor's start block will be marked with red colour if he could not be set into the desired time block.

Click on a competitor to display his details together with the class status in the *competitor panel*.

Competitor			
M50	1	Start times of this class do not match the start list organisation	💾 Save
	71	Graham Townsend	Associate	🔄 Reset
Start time	10:31:00		

You can edit his start time here. In this table, this is not the same like dragging him since the other competitors will not be adjusted.

Using the Class selection list

No	Class	/
9	G	?
1	M21	✔
3	M40	?
5	M50	?
7	M60	✔
15	N/C	✔
13	T21	?
2	W21	✔
4	W40	✔
6	W50	✔
8	W60	✔

Use the class selection list at the right to select a class. If you are working in the overview table, this will jump to the first competitor of this class. If you are working in the class table, this will display this class there.

There is a status indicator which tells you something about the draw status of the class:

✔ *OK* The class is drawn according to the definition and you are able to modify the start order or redraw it.

? *Errors* The class is not drawn yet or some competitors do not have start times according to the start organisation. Display the class to check out what is the matter and correct this if necessary.

🚫 *Locked* No start time draw allowed anymore for this class because one or more competitors do already have finish times.
Notice: Nevertheless, you have the possibility to modify start times of competitors without a finish time of this class, but only in the overview table since this does not affect any other competitors. If you want to modify start times of finishers, then you must do this in the Chip evaluation. See the Evaluate chips reference for more details.

Teams

First read the task based description of Handling teams.

Basically *a team will be handled like an individual competitor here*. The team is displayed with all members as the "name". All team members will get their team's start time. Since the start number must be unique, only the team leader will be assigned to the team's start number and the other team members will stay with no start number.

Notice: it is very important that all team members had been entered before the start list draw! If you add members of a team after the draw, then you will have to enter the right start time manually.

Special functions

Distribute start numbers

After the start list draw, you can distribute start numbers to the competitors in various ways. This is an optional task which won't be absolutely necessary for small and training events. However, for large or ranking events, it is recommended to distribute the start numbers even if you don't offer start

no. bibs to the competitors. This gives you an additional sort order which may be useful sometimes.

For all classes This is available in the overview table. You will be prompted for the first start no and whether you want to have the start numbers in ascending or descending order according to the start times.

For a single class This is available in the class table. You will be prompted for the first start no and whether you want to have the start numbers in ascending or descending order according to the start times. It is possible first to distribute start numbers for all classes and afterwards change this for selected classes. F.ex. you may wish to have special start numbers for the Elite classes or have the opposite order there.

For all clubs This is available in the overview table. You will be prompted for the first start no. only. Use this method at small events where it is not necessary to have start numbers according to the start order.

Distribute Xtra start numbers

Xtra start numbers are a special feature which had been used first at the chase start of multidays. There, it is often wished to have extra start numbers by which the spectators and the speaker can recognize the leading competitors and in which class they are running. Mostly this is used for the Elite classes only. This may be not so important for score O events, nevertheless you have the feature available.

Xtra start numbers must be distributed for each class seperately. Click on the Distribute button .
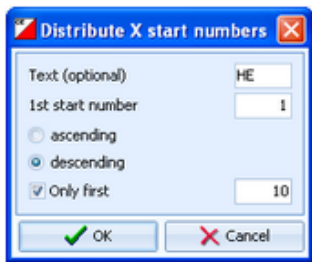
This is a sample how the x start numbers may be distributed for the last 10 Elite runners in the start list. All of them will show their place and class on the bib.

To clear erroneous Xtra start numbers, use the Clear button

Reports

The **Validate start list draw report** shows possible errors in your start list. Decide on your own how to handle the errors. This report pops up automatically after every task of the overview table which performs on all classes.

For general information about reports, see the reports reference.

See also

Start organisation by classes

Start list reports

5.6.5 Start list draw - Courses

Besides the more usual draw by classes, it is also possible to draw by courses. All competitors with the same course will be drawn in a row. At Score O events there is often a mass start. In this case, usually all courses with the same time limit will be started at the same time. So the start organisation by courses may be preferred against the start organisation by classes. See the sample below.

The handling in this window is the same as with the start list draw by classes.
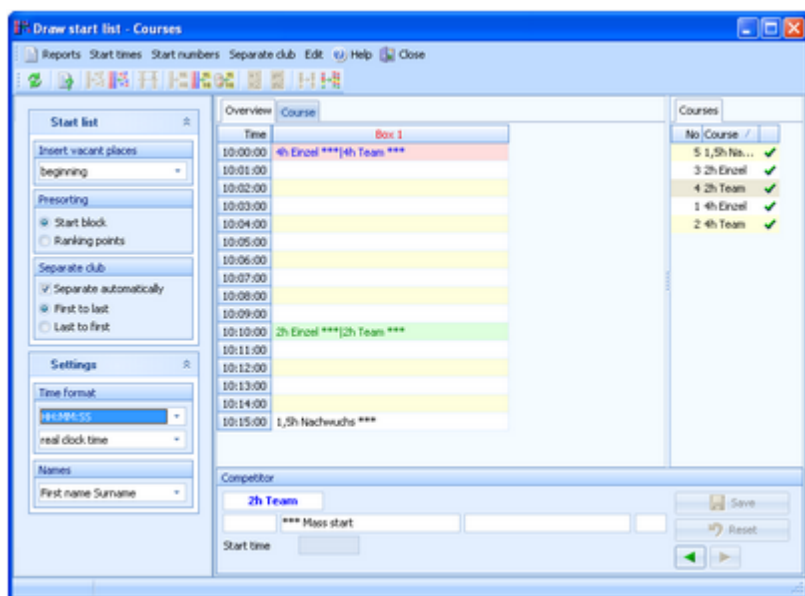
First, OEScore checks the start organisation.

If you receive an error message from this check, you may notice some restrictions for working on the start list. If necessary, correct the start list organisation first.

When opening the form or refreshing the table, you may get various warnings. One of them is quite important here: **Some classes don't have courses assigned.** This means that some classes are missing the course assignments. For more information about assigning courses to classes, see the Assign Classes - Courses reference.

Please make sure that every class has a course assigned.

Important! Handling the vacant places

The vacant places can't be created by the course definitions because normally several classes belong to a course. For more details on how to define the vacant places when drawing the start list by courses, see the Start organisation by courses reference.

When opening this form or at every refresh of the display, OEScore will check if the actual number of vacants matches your definitions. If there is a difference then you will be asked to correct this and create the desired vacant places. Be careful here if you are working in this form after the start list draw! Most likely then there will be vacant places already occupied by real competitors, so the check will always report differences.

This form provides an Overview table which shows all competitors (similar to the start organisation table) and a Courses table where you can work on each course seperately. It is recommended to begin with the overview table. There you can draw the start times and distribute the start numbers for all courses. After that, you can switch to the course table and check out and perhaps modify the draw of each course individually.

See the following paragraphs for more details.

⊟ Customizing the settings

The Settings tab has two paragraphs.

Start list

Insert vacant places	Define where the vacant places should be inserted: at the *beginning* or at the *end* of the courses, or if they should be *drawn* like normal competitors. It is possible to draw all courses with a specific setting first and then redraw singular courses using a different setting.
Presorting	For the presorting within a course, you can either use the *start block* or the *ranking points*. It is possible to draw all courses using start blocks first and then redraw singular courses using the ranking points.
Separate club	*Separate club automatically* This option is activated by default. It means that the Separate club algorithm should be processed after a start list draw

automatically. Of course, you still have the possibility to uncheck this option if you don't want to separate competitors of the same club.

Select *First to last* or *Last to first* to define the direction in which this algorithm should work. Most competition rules demand from the end to the beginning (Last to first) because in this case those who will be inserted inbetween subsequent club starters will have no disadvantage from this action since they will be moved to a later start place.
If there had been unseparated pairs left, then try the opposite direction additionally or look for them in the Validation report and solve those cases manually.

Settings

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

⊟ Working in the Overview table

This table provides you an overview over the whole start list.

Time	Box 1
10:42:00	4 hour score Mike Naylor
10:43:00	4 hour score Andrew Jones
10:44:00	4 hour score Chris Corbett / Clive Barnett
10:45:00	4 hour score Gareth Townend
10:46:00	4 hour score Michael Clarke
10:47:00	4 hour score Linton Oxley / Kyle Oxley
10:48:00	4 hour score Stuart Neilson
10:49:00	4 hour score William Wilson / Samuel Wilson
10:50:00	4 hour score W Britton J Buckworth
10:51:00	4 hour score Ruth Russell / Chris Russell
10:52:00	4 hour score David Cook
10:53:00	4 hour score Ian Oswald
10:54:00	4 hour score Andy Tuck
10:55:00	4 hour score Valerie Grace
10:56:00	4 hour score Dave- G Evans

As the first steps of the start list draw, you should

Draw the start times for all courses.

Distribute the start numbers for all courses.

Sometimes you may prefer to distribute the start numbers by clubs.

If rules demand that, you can separate the competitors of each club.

After each of these tasks, the Validation report will be displayed automatically.

If there are start time conflicts within a start box, the box column header will be shown in red. Scroll down until you see the conflicting start time which is highlighted in red colour. If you don't see all competitors of this time, then enlarge the box column.

To *modify a single competitor's start time*, just drag him into the desired time.

Notice: You can drag a competitor within his start box only. Modifying a competitor's start time in this table does not affect any other start times.

Click on a competitor to display his details together with the course status in the ***competitor panel***.

Competitor			
4 hour score	Start times of this course do not match the start list organisation		Save
76 Ruth Russell / Chris Russell	Ind		Reset
Start time	10:51:00		

You can edit his start time here which has the same effect like dragging him.

If there is a conflict so that two or more competitors have the same start time within a box, then the green browse buttons ◀ ▶ will be shown. Switch to the desired competitor if you want to change something here.

H20 ***	Courses with mass start (start interval 0) will be shown at their (only) start time and will be marked by three asterisks ***. No individual competitors of this course will be shown and you can't modify the start time here. This has to be done in the start organisation. To display the competitors and work on the start numbers, switch to the course table.

⊖ Working in the Course table

Here you can work on each course seperately. Select the course from the course list at the right.

4h Einzel	Stno	XStno	Name	Club	Class	
10:00:00	11		Carol Claus	Treptower SV 1949 Bei	H 40	
10:00:00	12		Uli Kretzschmar	ESV Dresden	H 50	
10:00:00	13		Ingvar Braaten	Modum OL	H 50	
10:00:00	14		Jens Rudorf	SV Sachsen 90 Werdau	H 50	
10:00:00	15		Reinhard Wieland	Radclub Schnaittachtal	H 60	
10:00:00	16		Sergeij Sonnenberg	Osnabrücker TB	H 50	
10:00:00	17		Arnd Stöckel	USV Jena	H 40	
10:00:00	18		Mathias Jahn	SV Sachsen 90 Werdau	H 40	
10:00:00	19		Peer Quendt	USV Jena	H 40	
10:00:00	20		Ralf Jäntsch	SV Sachsen 90 Werdau	H 40	
10:00:00	21		Harald Männel	OL-Team Wehrsdorf	H 40	
10:00:00	22		Jens Klopfer	SV Sachsen 90 Werdau	H 40	
10:00:00	23		Mirko Schütze	OLV Potsdam	H 21E	
10:00:00	24		Hendrik Heß	USV TU Dresden	H 21E	

You can

🔢 Draw the start times for this course.

📊 Shift the start times of this course. It may become necessary to change the first start time and/or the start interval after the draw, while the drawn start order should be kept.
First, change the corresponding values in the start list organisation. Then display the course in the class table and shift it.

🔢 Distribute the start numbers for this course.

📊 If rules demand that, you can separate the competitors of each club. If there will be unseparated pairs left, check out the Validation report.

H1
H2 Assign X (Xtra) start numbers to this course. See the paragraph about special functions for more details.

Start times which do not match the start organisation will be shown in red. The competitors will be highlighted in red colour, also those without any start time.

To *modify the start order manually*, just drag the competitors like you wish. All other competitors will be adjusted accordingly.

Notice: If at least one competitor of the course has a finish time, then no changes are possible to this course anymore, except editing singular start times.
If you are *using time blocks*, then a competitor's start block will be marked with red colour if he could not be set into the desired time block.

Click on a competitor to display his details together with the course status in the *competitor panel*.

Competitor			
4 hour score	Start times of this course do not match the start list organisation		💾 Save
76	Ruth Russell / Chris Russell	Ind	↺ Reset
Start time	10:51:00		

You can edit his start time here. In this table, this is not the same like dragging him since the other competitors will not be adjusted.

Using the Course selection list

Use the course selection list at the right to select a course. If you are working in the overview table, this will jump to the first competitor of this course. If you are working in the course table, this will display this course there.

There is a status indicator which tells you something about the draw status of the course:

✔ *OK* The course is drawn according to the definition and you are able to modify the start order or redraw it.

❓ *Errors* The course is not drawn yet or some competitors do not have start times according to the start organisation. Display the course to check out what is the matter and correct this if necessary.

🚫 *Locked* No start time draw allowed anymore for this course because one or more competitors do already have finish times.
Notice: Nevertheless, you have the possibility to modify start times of competitors without a finish time of this course, but only in the overview table since this does not affect any other competitors. If you want to modify start times of finishers, then you must do this in the Chip evaluation. See the Evaluate chips reference for more details.

Teams

First read the task based description of Handling teams.

Basically *a team will be handled like an individual competitor here*. The team is displayed with all members as the "name". All team members will get their team's start time. Since the start number must be unique, only the team leader will be assigned to the team's start number and the other team members will stay with no start number.

Notice: it is very important that all team members had been entered before the start list draw! If you add members of a team after the draw, then you will have to enter the right start time manually.

Special functions

Distribute start numbers

After the start list draw, you can distribute start numbers to the competitors in various ways. This is an optional task which won't be absolutely necessary for small and training events. However, for large or ranking events, it is recommended to distribute the start numbers even if you don't offer start no. bibs to the competitors. This gives you an additional sort order which may be useful sometimes.

For all courses This is available in the overview table. You will be prompted for the first start no and whether you want to have the start numbers in ascending or descending order according to the start times.

For a single course This is available in the course table. You will be prompted for the first start no and whether you want to have the start numbers in ascending or descending order according to the start times. It is possible first to distribute start numbers for all courses and afterwards change this for selected courses. F.ex. you may wish to have special start numbers for the Elite courses or have the opposite order there.

For all clubs This is available in the overview table. You will be prompted for the first start no. only. Use this method at small events where it is not necessary to have start numbers according to the start order.

Distribute Xtra start numbers

Xtra start numbers are a special feature which had been used first at the chase start of multidays. There, it is often wished to have extra start numbers by which the spectators and the speaker can recognize the leading competitors and in which class they are running. Mostly this is used for the

Elite classes only. This may be not so important for score O events, nevertheless you have the feature available.

Xtra start numbers must be distributed for each course seperately. Click on the Distribute button ⊞ .
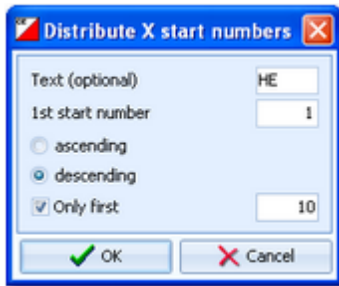
This is a sample how the x start numbers may be distributed for the l runners in the start list. All of them will show their place and course c

To clear erroneous Xtra start numbers, use the Clear button ⊞ .

➖ Reports

The **Validate start list draw report** shows possible errors in your start list. Decide on your own how to handle the errors. This report pops up automatically after every task of the overview table which performs on all courses.

For general information about reports, see the reports reference.

See also

Start organisation by courses

Start organisation by classes

Start list reports

5.6.6 Start list reports

There are various start list reports. You find them in the main menu under *Start list*
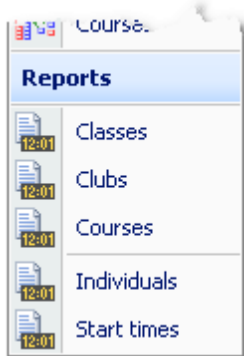
or with the start list toolbar button ⊞ . The titles should be self-explaining.

There are some special options in the reports which should be explained here.

Time format	The times in the report will be displayed according to this setting.
Names	The names in the report will be displayed according to this setting.
Competitors sorted by	This is available for club and class reports. Within a class/club the competitors will be sorted by the selected field.
Quick selection: type 1, type 2 or start place	This is available for class reports. You can use this to select all classes with the desired class types or start places by checking them. For more information about class types see the Classes reference. For more information about start places see the Start organisation by classes reference.

Selecting start times in the start list by start times	**Negative start times:** If you have start times before the zero time, select them in this way. First *set the time format to relative to zero time*. Then enter a negative time into the *from field* (-...). Then set the time format *back to absolute time*. Entering the time in absolute time does not work because then this time will be assumed to be after the zero time.

For general information about reports, see the reports reference.

Teams

There is only a single line for each team. This is also the case in CSV export files!
For more details, see the Handling teams - Task based help and the Entries reference.

Label layouts

All reports are using the same pool of label layouts. That means f.ex., if you modify a layout in the classes report, this will also be used in all other start list reports.

CSV export

All reports can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the event import. Thus it is possible to export and re-import the event as often as it is required.
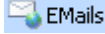
Notice: The CSV file format has been changed from V.10.x to V.11.0!!

XML export

You can export the start list report into the IOF standard, document type StartList. You can select between XML V2 and V3. If possible, then the newer format is to be preferred. This export is possible with the report sorted by classes only, because this IOF document type requires that sort order. However, OEScore also allows the reports by courses to be exported into that format. The courses will appear as "classes" in that XML document.

For more details, see the exports reference.

Sending emails

Display a start list report by clubs. In the report's menu, you will then find the Send EMail button . Click on it to send each club its own start list. This requires an email address to be entered with the club address. For more details, see the Send EMails reference.

See also

Reports

5.7 Competition day

The *Competition day* main menu topic offers you all functions which you need to operate during the competition.

The two most important functions during a competition are Read chips and Evaluate chips. At small events without pre-entries, the Read chips - Registration function is more suitable than its normal version.

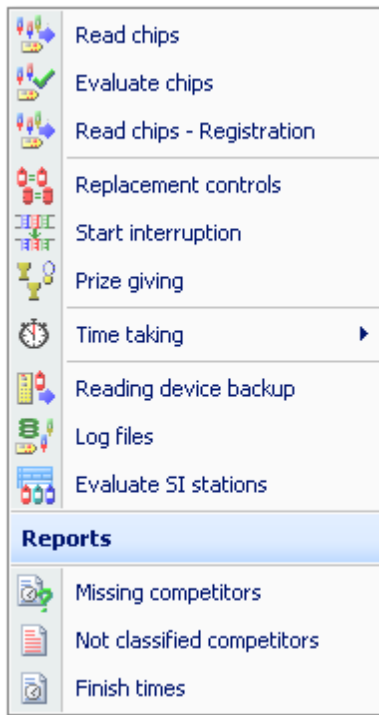Towards the end of the competition, several reports become important. As usual, they can be displayed from this menu with a single mouse click. Also, you can check out which classes are ready for the prize giving ceremony.

If you don't use the finish punch, then you will need the special time taking functions. It depends on your license whether you can use all functions here.

There are some special functions for handling unexpected situations during the event:

- Replacement controls
- Start interruption
- Reading device backup
- Log files
- Evaluate SI stations

See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Time taking - Task based help

5.7.1 Read chips

The Read chips form is one of the most important functions during the running competition.
Notice: depending on the load in the finish chute, you may need to provide several download PCs in the network running the Read chips form. However, with the modern USB read devices both from Emit and SportIdent it is also possible to run two ore more Read forms with one device connected to each on the same PC.
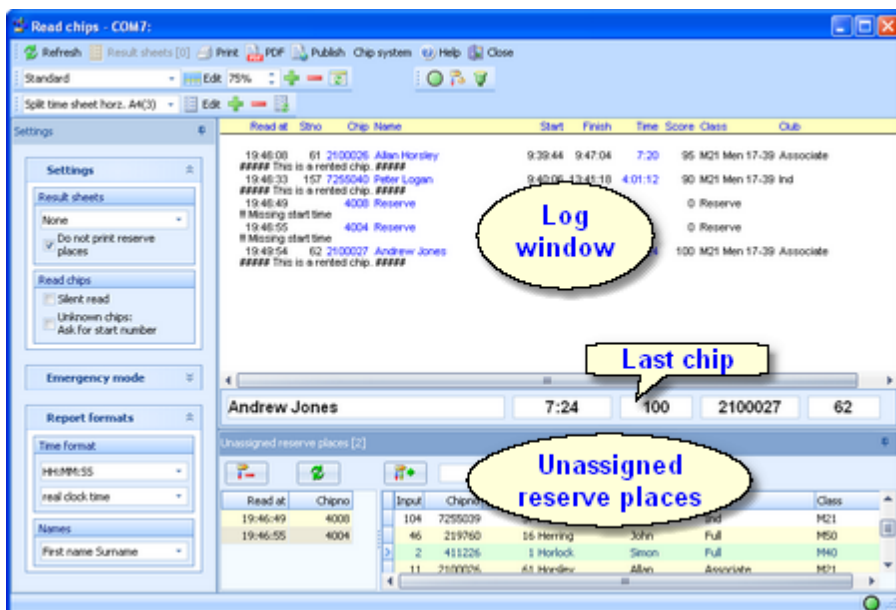
This function expects that the entries are pre-registered. Although you are able to read all unknown chips into reserve places here, OEScore provides a much better Read chips function if you don't have pre-registered entries. See the Read chips - Registration reference for more information.

In the normal case, reading the chips will run smoothly and they will be reported in the log window including all details. Rented chips will be notified. The last chip will be displayed a bit larger in the bottom panel.

However, there will happen two sorts of situations where the operator of this function must interfere: **unknown chips** and **network failures**. See the paragraphs below.

The functions for the handling of the chip reading device are provided by the menu item *Chip system* and the Chip system toolbar. See the Handling the chip system devices reference for more details.

⊟ Customizing the settings

The Settings tab has three paragraphs.

Settings

These settings define the behaviour of this function.

Result sheets	OEScore creates a result sheet for each chip including all punch and split times. Select the desired print mode here.	
	Automatic	Result sheets will be printed automatically. The number of sheets per page accords to the selected label layout. Only full pages will be printed automatically. To avoid delays, you may wish to print incomplete pages by button Result sheets.
	Spooled	Result sheets will be queued and be printed by pressing the Result sheets button. The current number of queued sheets is shown on the button.
	None	No sheets will be printed.
Do not print reserve places	Normally, result sheets for reserve places are nonsense, unless you are intentionally using reserve places only because there are no pre-entries.	
Print mispunched only	If you don't want to provide result sheets in the finish, you may need those of the mispunched for handling them.	
Extended format	You can print the sheets in normal format or in *Extended format*. When switching this option, a different pool of label layouts will be loaded. In addition to the normal sheets, the extended format sheets show the current places on all split times, the current leaders on each split/int. time as well as the current result standings of the competitor's class. So you can hand out complete intermediate results to every competitor after he had downloaded his chip in the finish. Since this is quite a heavy function	

especially for large events, please perform thorough performance tests before your race and before you promise that to the competitors.

Silent read	Normally, OEScore will prompt you if you are going to read a chip for the same competitor a second time. In silent mode, such a chip will be saved to a reserve place automatically.
Unknown chips: Ask for start number	If checked, then you will be asked for the start number of an unknown chip. If you cancel the prompt, then the chip will be saved to Reserve as usual. Checking this option may be reasonable if the competitors are wearing start no. bibs.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

Emergency Mode

See the paragraph below for more information.

Emit time taking

This paragraph will only be shown if you are using the Emit chip system and additionally you are taking the finish times from the online punch. Then you see the option Use the finish punch if the finish time is still missing. If there was no online finish punch so far for some reason, the finish time will be taken from the finish punch on the chip. You can prohibit this action by unchecking the option.

Reserve places - handling unknown chips

Unknown chips will be saved to reserve places automatically. In this case the operator will be notified by a beep and the Reserve places panel will pop up if not yet visible. In silent mode, a chip will also be put into a reserve place when it had been read the second time. If necessary, you can enlarge the panel by dragging the upper edge.
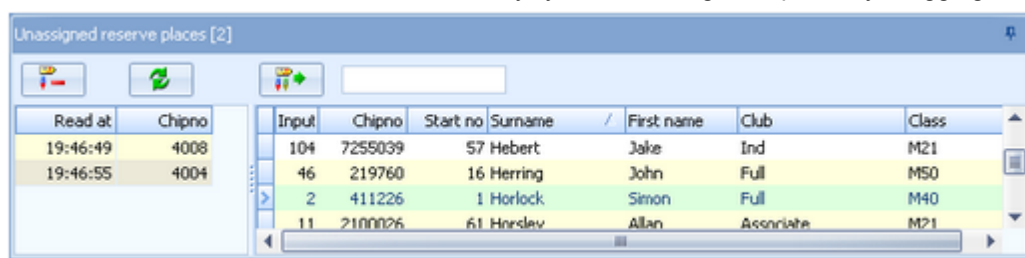
Select the reserve chip from the left panel and the right destination competitor on the right. Assign the chip using the

button ![button]. To find the competitor quickly, use an appropriate sort order and the quick search field at the top right. The assigned chip will be reported in the log window and it will be queued for the result sheets.

If you know that the reserve chip is obsolete, f.ex. because it had been downloaded twice, then delete it using the

button ![button].

The reserve places may also be handled by another person in Evaluate chips. In this case, use the Refresh button

![button] to update the reserve list from time to time. This does also refresh the competitors table. Perhaps you may need the refreshing for the latter purpose only if you have many direct entries during the race.

Notice: You can check the option *Unknown chips: Ask for start number*. Sometimes you may prefer this method. For more details see the Settings paragraph above.

Network break - Emergency mode

The Emergency mode helps you to overcome network breaks. The basic idea is that during a network break the clients which do the Chip downloading can switch to local mode and just continue reading chips locally. Later those chips can easily be read from the log file into the main event, after the network is up again.

Since the emergency mode is a task which makes sense in local mode only, it is not available when working on a remote event in the network.

Preparations

On every download client PC, prepare a local event to which you can switch back for local operation. It makes sense if this is a local copy of the original event.

What to do during a network break

- If the network is down, you will be notified by somebody of your staff or OEScore will notify you by the network lost dialog.
- Close OEScore and restart it. Now it will switch back to local mode and select your prepared local event if you had it open as the last local event.
- Open the Read chips form.
- Pop down the Emergency mode tab in Settings and click on the *Start* button.
- The window will indicate that now you are working in emergency mode:

The top panel also shows the name of the extra log file of emergency mode and the number of chips saved there.

- Just continue downloading the chips. They will be saved into the local event. If this is a local copy of the main event, then known chips will be handled like in the original event with code checking and you can print the split time sheets. Unknown chips will be saved to reserve places. **Notice:** *Do not assign those reserve places to real competitors in emergency mode!* You must handle them after uploading the emergency log file into the main event. That's why the reserve table is not available here.

What to do after the network is up again

- Close the Read chips window.
- Switch back to the main event from the network.
- In this event, reopen the Read chips form and continue downloading as usual.
- Additionally, open the Log files function.
- Open the emergency log file by the respective button and upload all chips which had been saved during the emergency mode. For more information see the Log files reference.

More details about the emergency log files

The emergency log files will be saved into the *Logs* subfolder of your Application settings folder. For more details look at the Application folders reference. They consist of two files which are named *ChipLog1_EM.dat* and *ChipLog1_EM.idx*. If you like to upload them at a central place (maybe directly on the server), then collect them from the download PCs and copy them into a central place. You can then load the right chips into the main event using the Log files function.

For every event the same emergency log file will be used. If OEScore finds chips from previous dates in the emergency log file, you will be asked to remove them when switching to emergency mode.

However!

If you are running a smaller event using 2 or 3 PCs in the network and a single download PC only, then the recommended way of doing is to *use the server itself for downloading*. Thus network breaks won't matter and you can continue anyway. No emergency mode needed.

See also

Running the competition - Task based help

Read chips - Registration

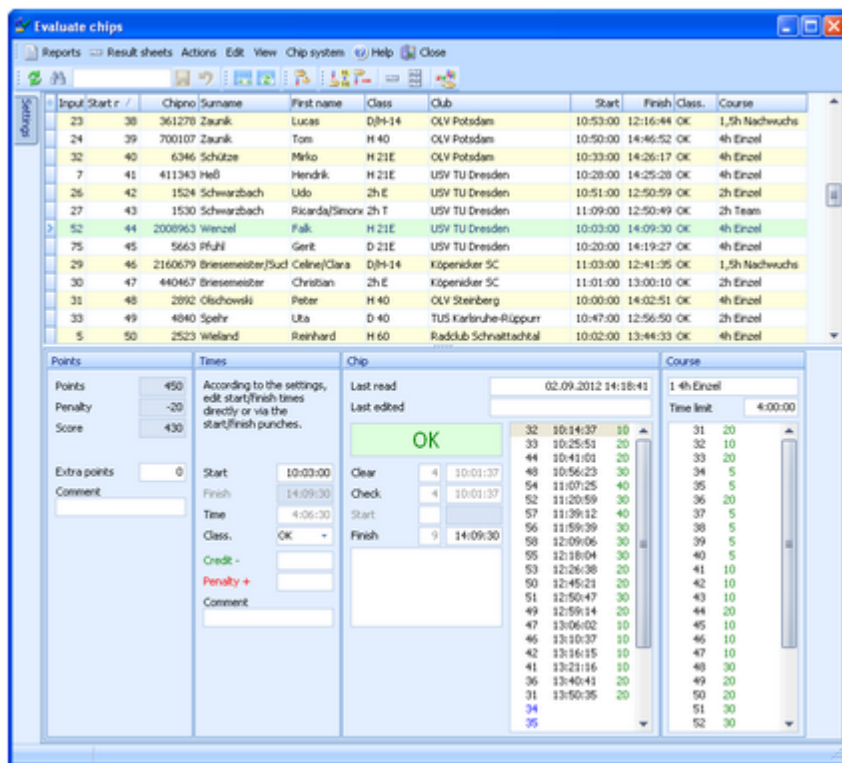Evaluate chips

Log files

Device backup memory

5.7.2 Evaluate chips

The Evaluate chips form is one of the most important working areas during the running competition. Here you can handle all issues with chip assignments, point scoring, modify chip contents, and more.

The data grid is just a readonly selection grid. The contents of the competitor's chip are displayed in the bottom panel. You can sort the grid like you want and search for a competitor quickly using the search field.

If you need more details about browsing in and customizing the data grid, have a look into the data grid reference.

➖ Customizing the settings

Use the Chip system settings button/menu item to modify those settings. If there is a change which is relevant for calculating the (punch) times, they will be recalculated and the form's display will be updated.

The Settings tab shows the standard paragraph for **Competitor settings**.

Sort mode	You can define the sort mode for classes and clubs. They can be sorted by their Id numbers (class number or club number) or alphabetically. The latter may be too slow sometimes for large events. Choosing the Id no. order will optimize the load time of this form.
Time format	The times in this form will be displayed according to this setting.

If you prefer that, then you can activate the **Automatic refresh** function. This will especially help at large events, where you have operators at the crying wall, who are working with this window continuously.
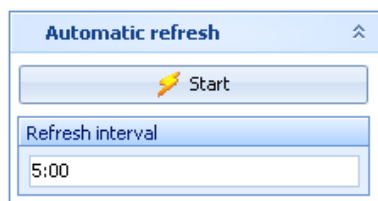
Set the right Refresh interval. An interval of some minutes is sufficient.

Click on the *Start* button to start the automatic refreshing.

Notice: If you are editing a chip, then the automatic refresh will be suspended. After saving the chip, the automatic refresh will be restarted automatically.

➖ Editing the chip contents

The bottom panel consists of four sections for point scores, times and classification, the chip contents and the

course.

Drag the splitter bar to resize the bottom panel, so that you will see more punches in the chip panel.

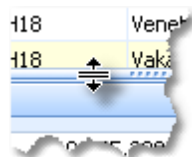|	
Points, Penalty, Score	These read-only fields show the calculated result of the competitor. They will be updated with every saving of modifications, f.ex. after adding punches or modifying the finish time.
Extra points, Comment	You can provide Extra points and a corresponding comment manually. This can be a credit or a penalty as well.
Start, Finish (Times) **Start, Finish (Chip)**	The start and finish fields in the Chip panel mean the start and finish punches saved on the chip. The corresponding fields in the Times panel mean the actual start/finish times which are saved for the competitor. They may have been calculated or editable according to the SportIdent or Emit settings. F.ex., only one of the finish fields will be enabled depending on whether you are using the finish punch for time taking. **Negative times:** You can enter times before the zero time. To do so, first *set the time format to relative to zero time*. Then enter a negative time (-...). Then set the time format *back to absolute time*. Entering the time in absolute time does not work because then this time will be assumed to be after the zero time. **Use this possibility only in the extraordinary case if there is really a competitor who had started before the zero time!**
Time	The (running) time is always calculated based on the other input fields.
Class., Comment	You can change the classification if necessary. If you like, you can add a comment in the respective field.
Credit, Penalty	You can enter a manual time credit and/or penalty which will be computed when calculating the time.
Check, Clear	Read-only fields, SportIdent only.
Read	This is a read-only punch field for Emit only. Normally this is the "250-punch", which means the punch time of the 250 reader. Since there may have been several reads done with the same chip, all those 250 punches are displayed in the punch list. The one which is considered to be the reference punch for the time calculation is displayed in green colour. This punch is also shown in the Read field. If you think the wrong 250 punch had been used, then you can switch to the previous/next one using the *Switch button* . **Background:** Since the Emit ecard does not carry a clock time, the correct punch time calculations depend on the reading PC's clock time (shown in the Last read field) and the zero time. The referenced 250-punch will be set equal to the chip read time and all other punch times will be calculated accordingly. There may be problems if a chip had been downloaded several times because inbetween the ecard's clock had been stopped. If necessary for extraordinary cases, you have the possibility to insert an appropriate 250-punch manually and assign it as the reference.
Last read, Last edited, chip status	Read-only fields

In the punch list, missing punches are shown in blue colour at the end of the list, wrong (additional) punches are shown in purple colour and valid punches are shown in black, together with the point value in green.
To modify a punch, *rightclick* it to display the context menu. You can change the code number and the punch time, insert/add a new punch or delete the current one. You can use the shortcuts *Ins* or *Del* or *doubleclick* a punch to perform the default action. automatically.
Inserting a missing punch: To insert a missing punch (f.ex. if the control had been defective or stolen), just *dblclick* it and press *OK* in the Insert punch dialog. The punch will be inserted using a special dummy punch time which is displayed as 0.00. If you don't like this, feel free to change this to a reasonable punch time.
With defective or stolen controls, there are usually many competitors affected. Use the function **Insert missing control** instead. For more information, see the next paragraph.
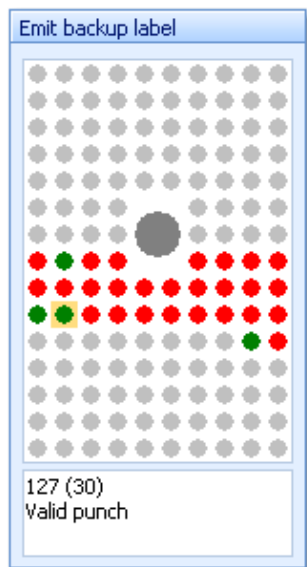
102	5 (202)
103	5 (203)
104	5
101	5
105	5
106	10
107	10

Notice: If you are using Replacement controls, they will be displayed in brackets (...) in the course panel. For more details see the Replacement controls reference

Emit backup label

This feature is available for the *Emit punching system only*.

Right of the course panel, the panel of the Emit backup label is displayed.

The pins are displayed how they they should look like on the competitor's backup label, based on what is saved from the chip. There are different colours used.

● Green   Correct punches according to the course.

● Red   Missing punches. If you click on a missing punch, then also the possible alternatives are displayed in a lighter red colour ● if there are reserve controls defined.

● Purple   Additional punches of the competitor which are not on the course.

If you click on a pin, then this pin is highlighted in orange colour and there is a comment in the bottom text field. If there are possibly more than one punches represented by the same pin, then this is shown in the text.

You can also highlight a pin by clicking on the punch in the punch list.

The normal task will be to investigate the red pins (which are missing on the chip data), and look for them on the original paper backup label of the competitor.

Notice

The Emit backup label can also be *printed on the split time sheets*. When editing a split time sheet layout, you have an additional button available to insert the Emit backup label. The pins are given in black and white:

⬢ Black   Correct punches according to the course.

◇ Ring   Missing punches

⬡ Gray   Additional punches of the competitor which are not on the course.

Teams

First read the task based description of Handling teams.

Display the column Teams. Move it near the surname/first name columns to give you a better overview. If a competitor is assigned to a team, then the name of his team leader is given in this column, like in the entries function. When displaying the chip contents, the hint Team will be given in the information text field left of the punch list.

Each team member carries his own chip. The team's time is calculated by the first start time and the last finish time of all members. For the score result, only those controls will be counted which had been punched by all members. With team members, always the times and points which belong to the whole team will be shown.
Extra points and the comment as well as time credits/penalties can only be entered for the team leader.

In the *chip reports*, the team's result is displayed for every chip, like explained above.

Special functions

Assign current chip to another competitor

Assigns the current chip (read for the wrong competitor) to another competitor. It is also possible to *exchange* both chips. Follow the given instructions.

Delete current chip

Deletes the current chip. You can decide whether the chip number should be kept or not.

Insert missing control for all competitors

Inserts a defective or stolen control for all competitors concerned.

You can keep this report window open and repeat this action or insert additional controls when you need it. The new content will be added at the end of the report.Thus you can collect this all in a single report and print it at the end or save it in any publishing format.

Print result sheet

Prints the result sheet of the current competitor. The label print dialog will appear automatically. If you want to select another label layout, then Cancel this dialog, select the layout, set the option Extended format in the right way and print the label from the report menu.

Print multiple result sheets

Behaves like a report. You can select multiple competitors and then print their result sheets.

Notice: this is not the same as printing sheets from the Chips report! In the latter, the punch times are shown as clock times while on the "normal" result sheet they are shown as split times of the competitor.

Reports

The **Chips report** supplies a list of all chips. Select Edited chips only to report only them.

The **Check check punches report** checks if all competitors had taken their check punch within the predetermined time. This may help you to detect irregular start times. Enter the right time margins in the settings panel. This report is available with *SportIdent only*.

Notice: If you had read the backup memory of check stations, then the punch times from those stations will be displayed and marked by **#**. This is a workaround to compensate a SportIdent design fault. If your finish stations were working in extended mode, then the finish punch had damaged the check punch time on the SICard5. To get the right results in this report, you must download the backup memory of all check stations. If you are sure that your finish stations worked in non-extended mode, then no download is necessary.

The **Emit code 99 report** shows a summary and a list of all punches which had generated a code 99 punch. This punch is issued by a control when its battery is running down. This report is available with *Emit only*.

For general information about reports, see the reports reference.

See also

Read chips

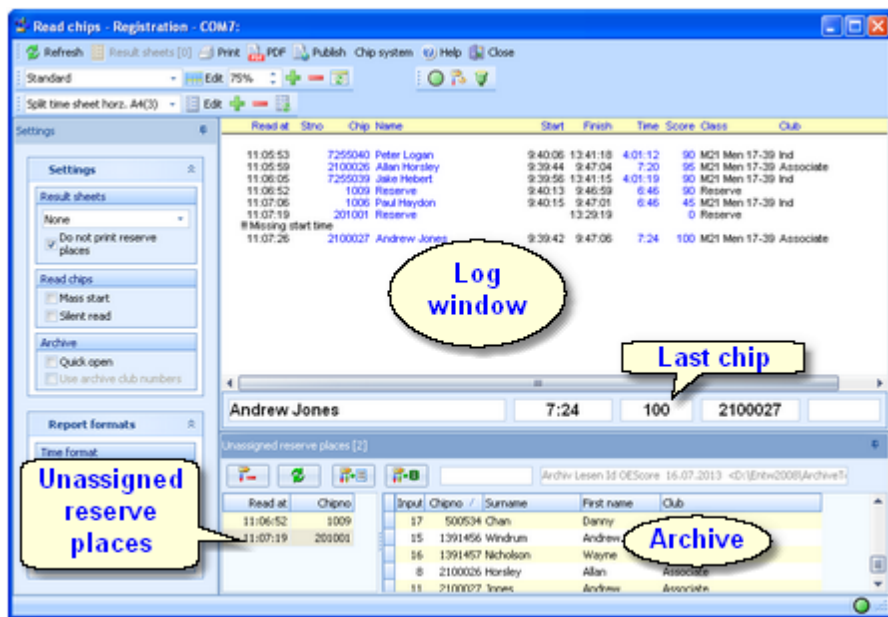Replacement controls

Manual input (f.ex. not started)

5.7.3 Read chips - Registration

For small events (well, there is no limit actually) without pre-entries, the Read chips with registration in the finish form is one of the most important functions during the running competition.

This function saves the chips for non existing competitors only. The only exception is if the chip is already in the event, then it will ask you to overwrite it. If you have pre-entries, then you must use the (normal) Read chips function. See also the Read chips reference.

The **preconditions** to be able to use this function are:

- This form will use the first class which is defined and assign all competitors to this class. So you must have defined a single class.
- The first class must have a course assigned. This is the only course which is used by this function.
- You must use both start and finish punch in this event.

You will be notified if one of these preconditions is not fulfilled.

You have the best benefit of this function if you have an archive where almost all possible competitors are included with the right chip numbers. When downloading a chip, OEScore will look for the chip number in the archive. If the chip can be found and the competitor is not yet registered in the event, then OEScore copies the archive data of this competitor into a new entry and assigns the chip details. Then OEScore assigns the class and course to the competitor.

If you are not using the archive, then all chips will first be saved to reserve places and then you will have to enter the competitors manually. The same happens if the chip is not found in the archive.

In the normal case, reading the chips will run smoothly and they will be reported in the log window including all details. Rented chips will be notified. The last chip will be displayed a bit larger in the bottom panel.

However, you will have to do something if the chip is not known in the archive or if the chip comes the second time. See the paragraphs below.

The functions for the handling of the chip reading device are provided by the menu item *Chip system* and the Chip system toolbar. See the Handling the chip system devices reference for more details.

Customizing the settings

The Settings tab has two paragraphs.

Settings

These settings define the behaviour of this function.

Result sheets   OEScore creates a result sheet for each chip including all punch and split times. Select the desired print mode here.

Automatic   Result sheets will be printed automatically. The number of

	sheets per page accords to the selected label layout. Only full pages will be printed automatically. To avoid delays, you may wish to print incomplete pages by button Result sheets.
Spooled	Result sheets will be queued and be printed by pressing the Result sheets button. The current number of queued sheets is shown on the button.
None	No sheets will be printed.

Do not print reserve places	Normally, result sheets for reserve places are nonsense, since you will assign them to real persons here.
Print mispunched only	If you don't want to provide result sheets in the finish, you may need those of the mispunched for handling them.
Mass start	One precondition that you are able to use this function is that you are using start and finish punches. However, training events can also have a mass start and then you don't have any start punches. In this case, check this option. Then all competitors without a start punch will get the zero time as their start time. So it would be possible to have a mass start AND punched start at the same time.
Silent read	Normally, OEScore will prompt you if you are going to read a chip for the same competitor a second time. In silent mode, such a chip will be saved to a reserve place automatically.
Archive: Quick open	For large archives like the Swedish and Finnish ones, opening it takes too long since the whole database must be read into memory. The Quick open mode is the same quick way of computing like in previous versions of the SportSoftware. However, there are some restrictions with sorting and searching capabilities. OEScore will remind you to set this if the archive has more than 20000 competitors. Also, the opposite will be reminded: if you have an archive smaller than 20000, you should unselect the Quick open mode. Of course, if your machine is fast enough, you can always use the normal mode.
Archive: Use archive club numbers	This option is disabled here. You should not change it. It can only be changed when working on the entries. New clubs will be created in the event automatically if necessary. This setting determines how the club numbers should be handled. Checked means that the clubs will keep the club number from the archive. Unchecked means that each new club will get the next available club number in the event. New clubs which were not in the archive, will get club numbers beginning with 90000.

### Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

⊟ Reserve places - handling unknown chips

Unknown chips will be saved to reserve places automatically. In this case the operator will be notified by a beep and the Reserve places panel will pop up if not yet visible. In silent mode, a chip will also be put into a reserve place when it had been read the second time. If necessary, you can enlarge the panel by dragging the upper edge.
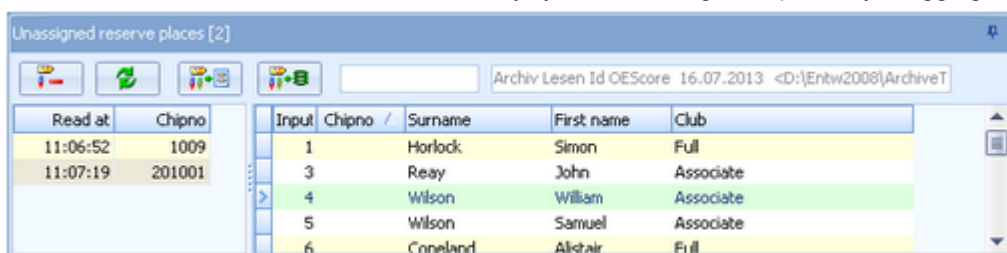
Select the reserve chip from the left panel and the right destination competitor from the archive on the right. Assign the chip using the button [button]. To find the competitor quickly, use an appropriate sort order and the quick search

field at the top. If the competitor can't be found in the archive, then you can open the input panel using the button

.

Just enter the name and the club and save the competitor. The assigned chip will be reported in the log window and it will be queued for the result sheets.

If you know that the reserve chip is obsolete, f.ex. because it had been downloaded twice, then delete it using the button .

The reserve places may also be handled by another person in Evaluate chips. In this case, use the Refresh button to update the reserve list from time to time.

See also

5.7.4 Replacement controls

It may happen that controls get lost or stop working during the event.

With SportIdent, you have the possibility to prepare some reserve stations in advance and use them to replace the faulty stations quickly. These stations should carry code numbers which are not defined in the controls table.

With Emit, you may simply have reserve controls with other code numbers only.

After replacing a control, you have to enter this as quickly as possible into this table. Enter the original code number (as it is defined in the courses) and the replacing one. The point scoring will now accept punches from both controls for the original code number.

If you need more details about editing in the data grid, have a look into the data grid reference.

Notice:

Normally a replacement should follow *two basic rules*: the *replacement code number should not be defined as an ordinary control* and there should be a *unique replacement code* for the original code number. For score O, this is *absolutely necessary* since otherwise the *point scores will be calculated wrongly*.

However, there are many possible reasons why this can't be fulfilled. So OEScore allows any violation of these rules. The best known reason is that *Emit controls* are carrying fixed code numbers, so you have to use what you have available. You can have normal code numbers as replacement codes, multiple replacements for the same original code, and the opposite which is assigning the same replacement code to multiple original codes. The report will

display such violations. For more details, see the paragraph below. Of course, you as the organiser are responsible to find wrong point calculations and to correct them manually!

There is one special indication where you could use a normal code number as a replacement. If you had exchanged two controls by mistake when putting them out, then just define each of both as the replacement of the other one. (Have in mind that this is surely a violation of competition rules...)

➖ Reports

The report lists all replacement definitions together with a comment. This shows whether there are violations to the basic rules (see above). So don't forget to view the report after every change!

Possible comments are

- The replacement code number is a normal control.
- The replacement code number is assigned to multiple controls.
- The control is assigned to multiple replacement code numbers.

Please check out whether you can avoid such cases.

For general information about reports, see the reports reference.
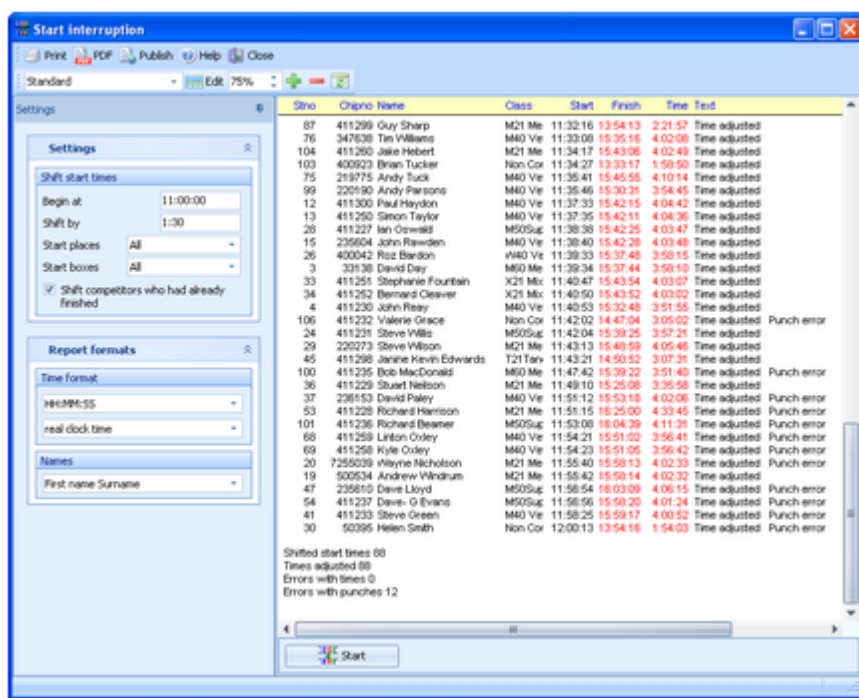
See also

> Running the competition - Task based help
>
> Advanced competition day tasks - Task based help
>
> Evaluate chips

5.7.5 Start interruption

Sometimes it may be necessary to have a start interruption.

With this function you can shift all start times beginning at a specified one by a specified time interval.

You get a protocol of this action. Every competitor will be commented whether there were errors when shifting the start time. This may happen if some had started at their original time and some not or if you made a mistake. Examine the messages and try to solve the issues in Evaluate chips. In case of a mistake, it should be possible to undo this by just changing the Shift by value to its negative equivalent.

The following messages may be displayed.

Time adjusted   You had checked the option Shift competitors who had already finished and the competitor had already finished. This means his running time had been recalculated. The

	new time will be displayed together with the finish time in red colour (using the standard layout).
Time error	This is a finisher and his finish time is before the new start time. Most likely you did a mistake by shifting the wrong start times.
Punch error	This is a finisher and his first punch is before the new start time. Most likely you did a mistake by shifting the wrong start times.

Customizing the settings

The Settings tab has two paragraphs.

Settings - Shift start times

Begin at	Enter the first start time when the start interruption began. Be sure to use the right time format here, especially relative or real clock time! It is recomended to use clock times only here.
Shift by	Enter the length of the interruption, which is the interval how much the start times must be shifted. Negative intervals are also possible to allow fixing a previous error.
Selection: start places and/or start boxes	If you have several start places, the start interruption may happen to one of them only. You can restrict this action to the selected start places and/or start boxes. For more information about start places and start boxes see the Start organisation by classes reference.
Shift competitors who had already finished	You must decide on your own, depending on the time when you are doing this action. If you do this immediately after the first shifted competitors had actually started, then it is wise to uncheck this option. If you do it some time after the actual restart time, then some of the competitors concerned may already have finished and got a wrong time since this was still based on the original (unshifted) start time. If you check this option, then the times will be adjusted. See also the explanations given above.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Start list draw - Classes

Start list draw - Courses

5.7.6 Prize giving

This function helps you to prepare the prize giving ceremonies during the event. At many events, the start list is scheduled in that way so that during the competition some classes will be complete while others are still running. It is often wished to have several (short) prize giving ceremonies during the race. A class is ready for the prize giving if no missing competitor can beat the first n places anymore, for which prizes will be offered.

Enter the Number of prizes and optionally the Ceremony time. However, preplanning the latter is not necessary. See below.

While entering the numbers here is a quite simple task, the main work has to be done using the *Check report*. Click on the *Check* button to display it:

In the selection panel only those classes will be available for which you had *entered a number of prizes*. For the selected classes, a result is displayed including the top n places (which you need for the ceremony). Below that, there are those competitors reported who can still beat the top n places. They are marked by a **+** sign in the place column. There will be a *tolerance of 5 minutes* more than the time limit, to include those who are still waiting in the finish for the download. There are also competitors reported who apparently had forgot to download their chip. They are marked by asterisks *******. OEScore will report those competitors here who don't have a finish time and currently have more than an estimated maximum time. This is calculated by the time limit + 1 hour.

With the class name at the top you see the number of competitors finished vs. the total number and the status Ready or Not ready. A class is considered as not ready, if there are additional competitors reported as described above. For not to be classified classes, all finishers will be displayed (no matter which number of prizes) and all missing ones.

Read more in the paragraphs below on how to operate this report by setting the right options. By default, the report will always preselect the nextcoming ceremonies.

Notice

It is most important that the **PC clock is exactly synchronized to the official event time**! The displayed times of the missing competitors are calculated using the PC clock.

If you are *viewing an older event* just for test purposes, you may see the missing competitors without times. That's

because for calculating the time of missing competitors, OEScore must use the event date. To see the right times, you will have to adjust the event date to the current day and maybe set the PC clock to appropriate times to simulate specific situations during the event.

⊟ Customizing the settings

The Settings tab has two paragraphs.

Settings

Quick selection: Nextcoming ceremonies	This is the default. All classes will be selected whose scheduled ceremony time is in the future or which don't have one entered. Normally you can leave this setting and then refine the selection manually or together with the option Ready classes only.
Quick selection: type 1 or type 2	As for all class reports, you can use this to select all classes with the desired class types by checking them. For more information about class types see the Classes reference.
Display: ready classes only	If you think that the not ready classes are correct, then you can restrict the report to the ready classes only. Check the option and refresh the report.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

⊟ How to use this function

As a precondition, you must have defined the numbers of prizes for all relevant classes. Even if you have a rough time schedule of when specific classes should be processed, *don't enter those times here*.

If you think now is the time for the first ceremony, invoke the check report. For the first time, all classes should be selected and every class should be classified by ready or not. *Examine the not readies*. If you think this is OK, then you can restrict the report to the Ready classes only. Check this option and refresh the report. If you don't want to process all of them now, then just *unselect the respective classes* in the selection table and refresh the report. If you have the right classes in the report, then *assign* them the (actual) ceremony time. Enter the time into the time field below the report and press the ***Prize giving*** button. The report will be refreshed automatically, showing the time together with the class header now. Print this report and use it for the ceremony.

Invoke the report again when it is time for the next ceremony. By default, the *previously processed classes will not be included in the report*, since they have a ceremony time which is in the past. Work on the report as given above.

Repeat this step as often as you need.

Notice: To put the additional competitors out of the list (*to get the class ready*), you have to assign them a finish time or status like dns and then refresh the report. You may even ignore the class status if you know about the unsolved competitors and include the class in the next ceremony.

See also

> Running the competition - Task based help
>
> Advanced competition day tasks - Task based help
>
> Result Reports

5.7.7 Time taking

Besides the most common time taking method using the finish punch, you may have the need to enter finish times manually or use an external time taking system or the PC clock for time taking.

You find these functions under ***Competition day - Time taking***. **It depends on your license whether you can use all functions here.**
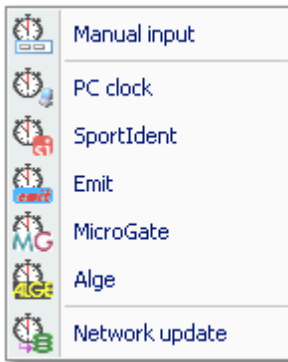
You can enter the times manually. This function can also be used for entering not started competitors quickly.
You can take the times by the PC clock or another external time taking system. So far the SportSoftware supports SportIdent, Emit, MicroGate and Alge. All of them can be used together with any of the two chip systems for identification. Before beginning with an external time taking system, be sure to understand the basic principles of time taking with the SportSoftware.
During a network break, you will have to record the times locally in emergency mode. After restoring network operation, you can upload those times to the server using the Network update function

See also

Time taking - Task based help

5.7.7.1 Manual input

For some reasons, it may be necessary to enter finish times manually, f.ex. if you are using an external time taking system which had a failure for some time. However, the best known purpose of this form is that you can *enter not started competitors very quickly* here.
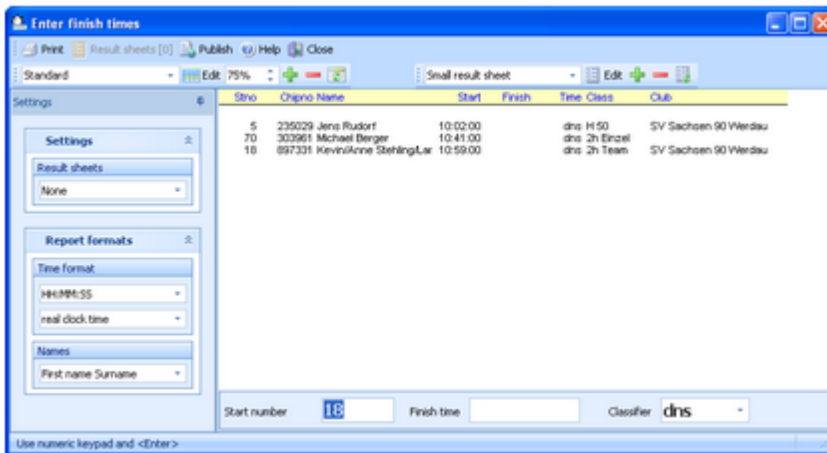
Enter the start number, the finish time and the classifier. To *enter not started* (or maybe disqualified...) competitors, just set the classifier to the right value, leave the finish time blank and enter the start numbers.

For a quick input, switch the numerical keypad to "numerical" and use those keys. Instead of the colon (:), you may also use the dot or the comma on the num key pad. In this form, the *Enter key* is available for fast switching from one input field to the next.

The competitors will be listed above together with their finish and running times. If the competitor already had received a finish time, you will hear a warn beep and the previous finish time will be reported. Thus previous errors in entering start numbers will be noticed. At any time, you can correct a wrong finish time by entering the (correct) time again.

⊟ Customizing the settings

The Settings tab has two paragraphs.

Settings

Result sheets   OEScore creates a result sheet for each competitor including his time.

Select the desired print mode here.

Automatic	Result sheets will be printed automatically. The number of sheets per page accords to the selected label layout. Only full pages will be printed automatically. To avoid delays, you may wish to print incomplete pages by button Result sheets.
Spooled	Result sheets will be queued and be printed by pressing the Result sheets button. The current number of queued sheets is shown on the button.
None	No sheets will be printed.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

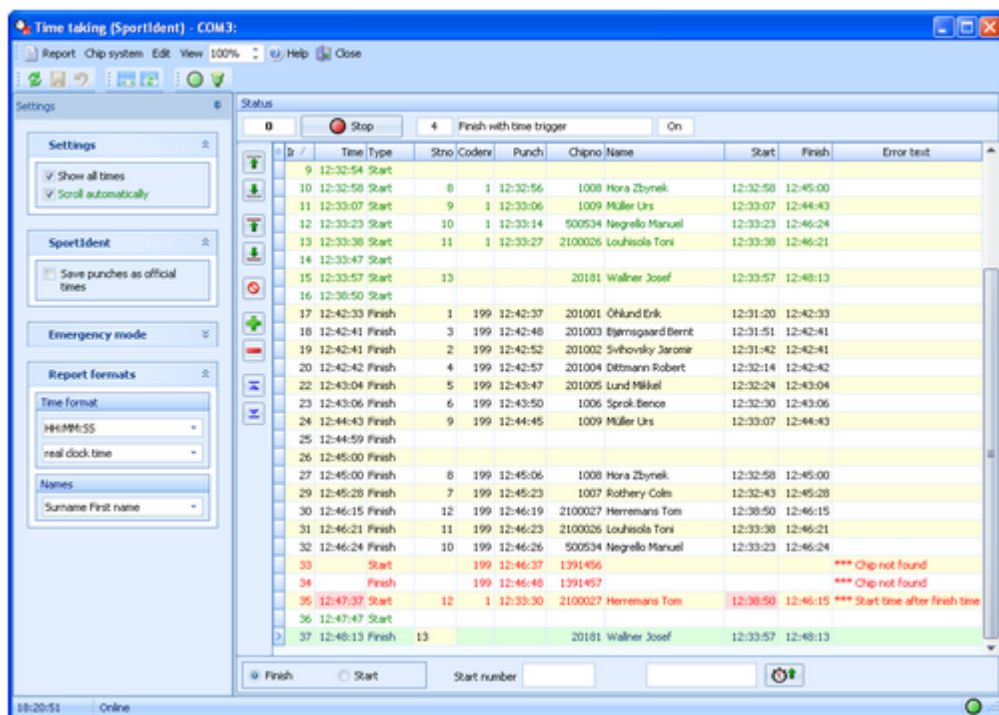### See also

Time taking - Task based help

Evaluate chips

5.7.7.2 Time taking - Basic principles

The various time taking functions are working all in the same way. So the general working of the time taking will be described in this topic. As a sample, see the screenshot of the time taking using SportIdent below.

Basically it is possible to use each of the two punching systems *Emit* and *SportIdent* together with any of the supported time taking systems: the PC clock, SportIdent, Emit, MicroGate, and Alge. For the special features of each time taking system look into its specific help topic. Depending on the combination chip system - time taking system, mostly two devices have to be connected to the window, one of the chip system which delivers the identification punches and one of the time taking system which delivers the times.

The form has a variable layout depending on the chip system, mainly because with SportIdent you can identify the station and display its characteristics on the form.

See also Time taking - Task based help for a more task oriented description.

Notice

The time taking functions will only work reasonably **if the competitors are wearing start number bibs**.

Customizing the settings

The Settings tab has four paragraphs.

Settings

These settings define the behaviour of this function.

Show all times	By default, only the times of the selected type (finish/start) will be displayed. However, sometimes it may be wished to display all times.
Scroll automatically	By default, this option is selected. This means that always the last received time or punch will be focused and displayed. If you had selected the sort order by input order or by time, then it will be displayed at the bottom or top after an automatic scroll.
	Notice: You can select ascending or descending sort order. This way you can specify how you prefer to have the display: the last time at the top or at the bottom. If you had selected another sorting, f.ex. by start numbers, then the last received time/punch will be moved into view also but it will be not necessarily at the top or bottom.

SportIdent, Emit, MicroGate, or ALGE

This will display special options which belong to the time taking system. See the special topics for more details.

Emergency Mode

See the paragraph below for more information.

Report formats
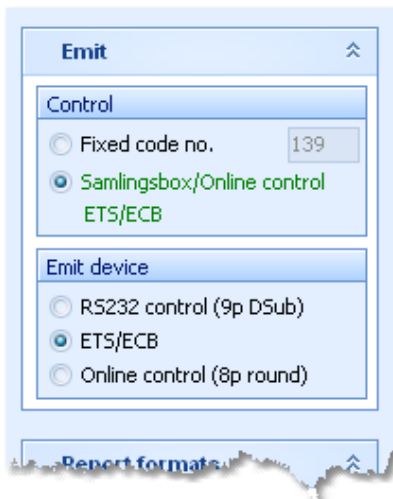
Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

Emit (options for the chip system)

This paragraph will only be shown if you are using the Emit chip system. The options specify the type of the online control which is used for identification.

Option Control
You can define the fixed code number for the connected control. If you are using the Samlingsbox or the Online control, then the code numbers will be included in the protocol. Thus you should select the second option. This allows to have different controls connected to the same Samlingsbox, or to send different online controls through the same Emit radio transmitter.

Option Emit device
Emit offers two alternatives, the normal RS232 control with its 9-pin DSub connector, and the special Online control which you can recognize by its 8-pin round connector.

Notice: The punch time is calculated from the PC clock. **Please take care of having set the PC clock correctly!** The code number is of minor importance since the incoming punches will be inserted as start or finish identification punches according to the selection at the bottom panel.

Before you begin

There are some preconditions which must be checked out before beginning with the time taking.

- **Check the Chip system settings**
  The options Use start station and/or Use finish station must not be checked. Those options mean that the start and/or the finish time will be read from the according punch which is saved on the chip. Exactly that is

what you do not want to have here! Instead, you want to take the times by an external time taking system. Those times shall not be overwritten by downloading the chip data in the finish. For more information about those settings, see the SportIdent settings or the Emit settings references.

- **Set the right time format**
  Only the time format by tenths or hundreds will record the times with that accuracy. All other time formats will imply recording the times by seconds. This is independent of the time format which the time taking system is sending. However, current IOF rules are telling that any other resolution than seconds *"has no meaning for orienteering"*.

- In some cases, it is necessary that the **PC clock is synchronized to the event time**. See the specific topics for each time taking system for more information.

- For both devices, **set the serial port** in the right way! For more details, see the Serial port settings reference.

Working in the time taking window

Incoming times and identification punches will be recorded and displayed continuously.

If you have enough time, then you can enter the start number of the incoming (or starting) competitor (next time) in advance. Normally this is not possible all the time and the times will be saved "standalone" for now. You can then add the start numbers later directly in the grid. Save a record using the *Save button* or the *Enter* key.
Notice: a start number sent by the time taking system has a higher priority than a manually entered one!

In the table you see the competitor and the time flag (Start/Finish). Errors will be coloured and be documented by an error text.

On the right side, you can compare the current official start and finish time of the competitor. If there is a difference to the time sent by the time taking system (left), then this will be highlighted in red colour. A possible reason may be that a single competitor had got several times assigned. In this case, only the latest assignment is valid and the others are highlighted as errors. Delete those faulty assignments. Normally those times will belong to other competitors.

At the left button bar, you find some special functions to handle errors.

Assign competitor to previous time
The competitor will be moved one time up and be assigned to that time. Only unassigned times with the right flag will be computed.

Assign competitor to next time
The competitor will be moved one time down and be assigned to that time. Only unassigned times with the right flag will be computed.

Swap time with previous competitor
The competitor will be moved one time up and be assigned to that time. If this time had already been assigned to another competitor, then the times will be swapped.

Swap time with next competitor
The competitor will be moved one time down and be assigned to that time. If this time had already been assigned to another competitor, then the times will be swapped.

Clear assignment of competitor to this time
The time will be kept in the table but cleared for that competitor. If this was a faulty assignment (light red) then this has no effect on the competitor's official time.

Duplicate time
Duplicates the highlighted time.

Remove time
The time will be removed from the table. This is only possible if it is not assigned to a competitor.

Jump to the first record

Jump to the last record

You can also insert times manually. To do this, enter the missing time into the Manual input field at the bottom right and save it by clicking the button or pressing the *Enter* key. As an option, you can enter the right start number into the start number field.
Notice: If you had entered times manually then the input order may no longer correspond to the order by times.

Interrupt automatic receiving

If necessary, you can interrupt the automatic receiving using the *Stop button*. All subsequent times and punches will be queued. Click on the *Start button* to restart the automatic receiving.

Normally, you should not need to use this feature. If you have a high frequency of incoming times, then receive the punches and times in one window. Open another window in offline mode (which shows the same data) and handle all errors there.

Notice

When opening the form or refreshing the table, all recorded finish and start times will be displayed. During operation, only those times will be added which had been received by the window. This is designed to get a better overview when recording from multiple devices in multiple windows.

Which times will be recorded (start and/or finish)?

At the left bottom, you can select if you are recording start or finish times.

With SportIdent, this setting may be fixed depending on the station type if OEScore had detected a punching or time taking station with the task start or finish. If there had been another station task recognized (you can use ordinary control stations also for identification) or no station could be identified (f.ex. stations which are connected via radio multiplexer), the setting can be switched manually. All incoming punches will be saved according the setting Start/Finish.

With Emit or the PC clock the setting must always be defined manually, except you are using a SI start or finish station for identification.

From MicroGate or ALGE, the flag start or finish is transferred by the time taking system. Thus it is independent of the setting in the window.

Theoretically, it is possible to record all times in a single window. However, it is recommended to have at least one window each for start and finish. You should do that with several clients in a network. You can also open several time taking windows at the same PC simultaneously. With an external time taking system, you can connect the right devices to each window and watch the automatic processing.

Use the option Show all times to show all times, not only those which are recorded.

How the identification works

At the *finish*, first the time taking system sends the accurate time from the finish light bar (or the PC clock). After that, the competitor punches at the SportIdent station or the Emit control. Using the chip number, the first unassigned time will be assigned to this competitor.

At the *start*, you have the reverse proceeding. The identification punch will be done first and afterwards the start time (which had been sent by the time taking system) will be assigned to the first punch without an official time.

In both cases, the search algorithm begins with the last previously assigned time.

If you had entered a start number for quick assignment, then this has priority. The punch will be added to the already assigned time. So it would even be possible to work without any identification punch.

Some time taking systems are supporting this preassignment by themselves. A preassignment done by the time taking system overwrites any input in OEScore.

Network break - Emergency mode

The Emergency mode helps you to overcome network breaks. The basic idea is that during a network break the clients which collect the times and punches can switch to local mode and just continue working locally. Later those times can easily be uploaded into the main event, after the network is up again.

Since the emergency mode is a task which makes sense in local mode only, it is not available when working on a remote event in the network.

Preparations

On every time taking client PC, prepare a local event to which you can switch back for local operation. It makes sense if this is a local copy of the original event.

What to do during a network break

- If the network is down, you will be notified by somebody of your staff or OEScore will notify you by the network lost dialog.
- Close OEScore and restart it. Now it will switch back to local mode and select your prepared local event if you had it open as the last local event.
- Open the right time taking form.
- Pop down the Emergency mode tab in Settings and click on the *Start* button.
- The window will indicate that now you are working in emergency mode:
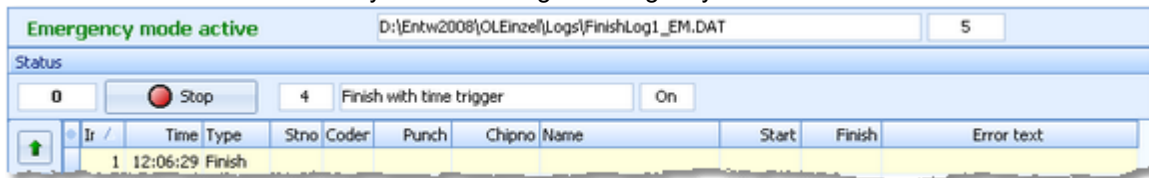
The top panel also shows the name of the extra log file of emergency mode and the number of times saved there.

- Just continue recording the punches and times. They will be saved into the local event. If this is a local copy of the main event, then known chips or start numbers will be handled like in the original event and the times will be assigned automatically.

What to do after the network is up again

- Close the time taking window.
- Switch back to the main event from the network.
- In this event, reopen the right time taking form and continue recording as usual.
- Additionally, open the Time taking - Network update function.
- Upload all times which had been saved during the emergency mode. For more information see the Network update reference.

More details about the emergency log files

The emergency log files will be saved into the *Logs* subfolder of your Application settings folder. For more details look at the Application folders reference. They consist of two files which are named *FinishLog1_EM.dat* and *FinishLog1_EM.idx*. If you like to upload them at a central place (maybe directly on the server), then collect them from the time taking PCs and copy them into a central place. You can then load the right times into the main event using the Network update function.

For every event the same emergency log file will be used. If OEScore finds times from previous dates in the emergency log file, you will be asked to remove them when switching to emergency mode.

⊟ Reports

The report shows all times and to whom they had been assigned, together with a self-explaining comment if necessary.
For general information about reports, see the reports reference.

See also

Time taking - Task based help

Time taking - Network update

Time taking - PC clock

Time taking - SportIdent

Time taking - Emit

Time taking - MicroGate

Time taking - Alge

Results

SportIdent settings

Emit settings

5.7.7.3 Time taking - PC clock

You can use the *PC clock* together with any of the two punching systems Emit and SportIdent for the identification punch.

The various time taking functions are working all in the same way. The general working of the time taking is described in the Time taking - Basic principles reference. Be sure to read this first if you are not yet familiar with time taking in OEScore.

This topic only adds the specific handlings of using the PC clock for time taking.
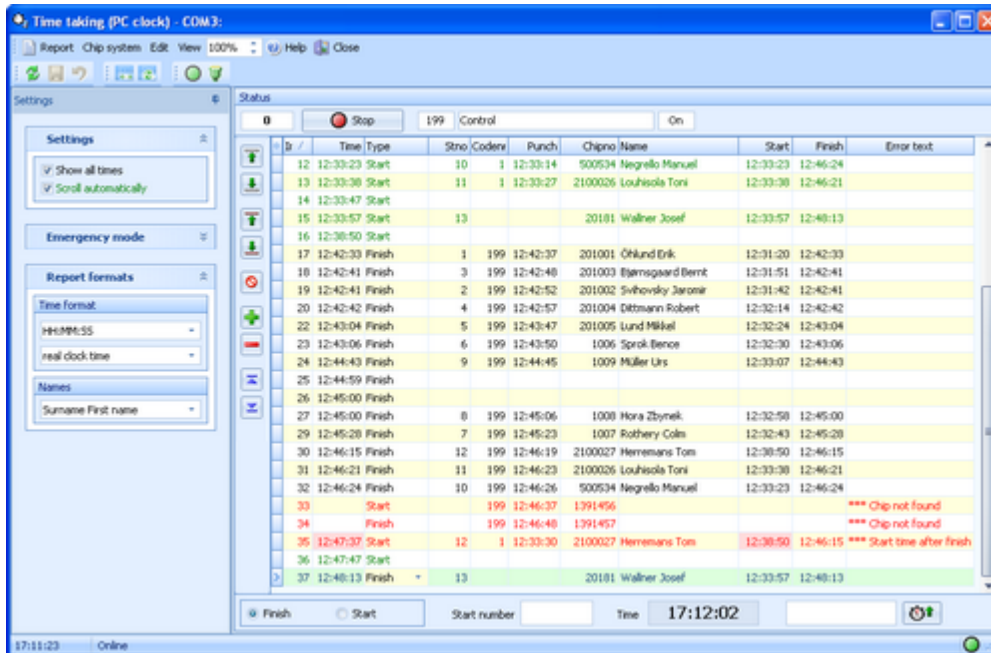
The times are calculated from the PC clock. **Please take care of having set the PC clock correctly!**
The time field shows the running PC clock time. Pressing the *space bar* saves the current time in the table. Because the start/finish flag has to be set manually here, it is absolutely necessary to have two different windows running for start and finish.

### See also

5.7.7.4 Time taking - SportIdent

You can use the *SportIdent sprinter station* or even the punch of an *ordinary station* for time taking.

The various time taking functions are working all in the same way. The general working of the time taking is described in the Time taking - Basic principles reference. Be sure to read this first if you are not yet familiar with time taking in OEScore.

This topic only adds the specific handlings of the time taking using SportIdent.
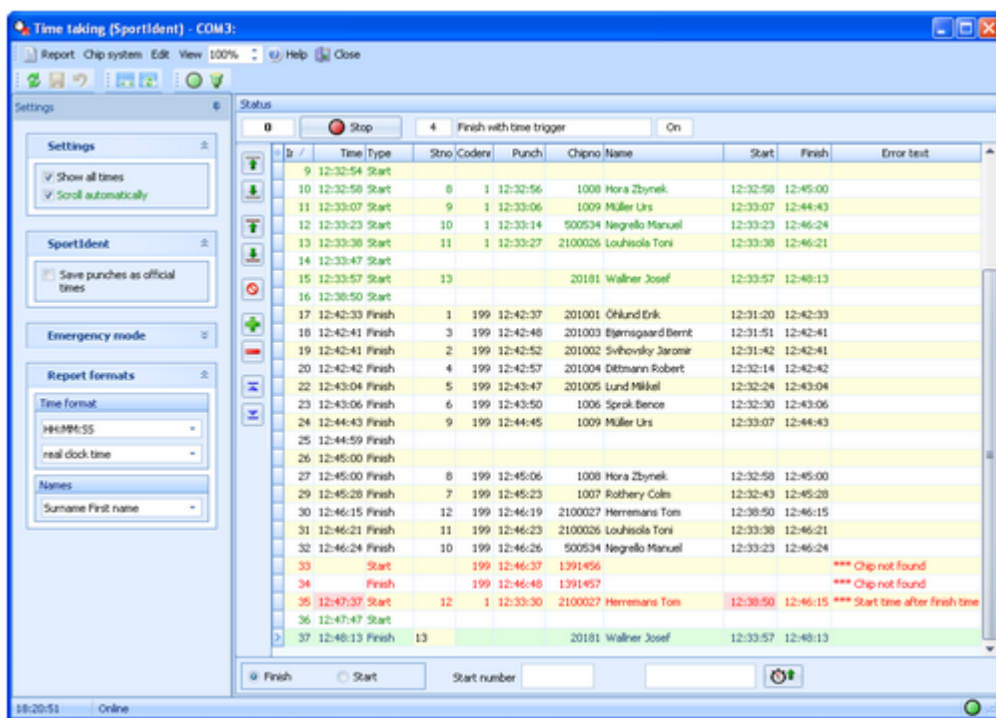
This function is designed for the SportIdent sprinter stations in the special start or finish mode with time trigger. Those stations send both the times from the light bar and the identification punches.

By the option *Save punches as official times*, you can use any ordinary SI station (start, finish or control) for time taking.

If OEScore had detected a station with the task start or finish, then the start/finish flag will be fixed to that type. With normal control stations or if no station could be identified (f.ex. stations which are connected via radio multiplexer), the setting must be defined manually. All incoming punches/times will be saved according the setting Start/Finish.

Because only start **or** finish times can be recorded from the same device, it is absolutely necessary to have two different windows running for start and finish.

⊟ Customizing the settings

For a description of the basic options, see the Time taking - Basic principles reference.
There is a special paragraph with **SportIdent options**.

  Save punches as official times   Check this option if you are using normal stations for time taking.

See also

    Time taking - Task based help

    Time taking - Network update

    SportIdent settings

    Serial port settings

5.7.7.5 Time taking - Emit

You can use the *Emit ETR/RTR* time taking device together with any of the two punching systems Emit and SportIdent for the identification punch.

The various time taking functions are working all in the same way. The general working of the time taking is described in the Time taking - Basic principles reference. Be sure to read this first if you are not yet familiar with time taking in OEScore.

This topic only adds the specific handlings of the Emit ETR/RTR time taking device.
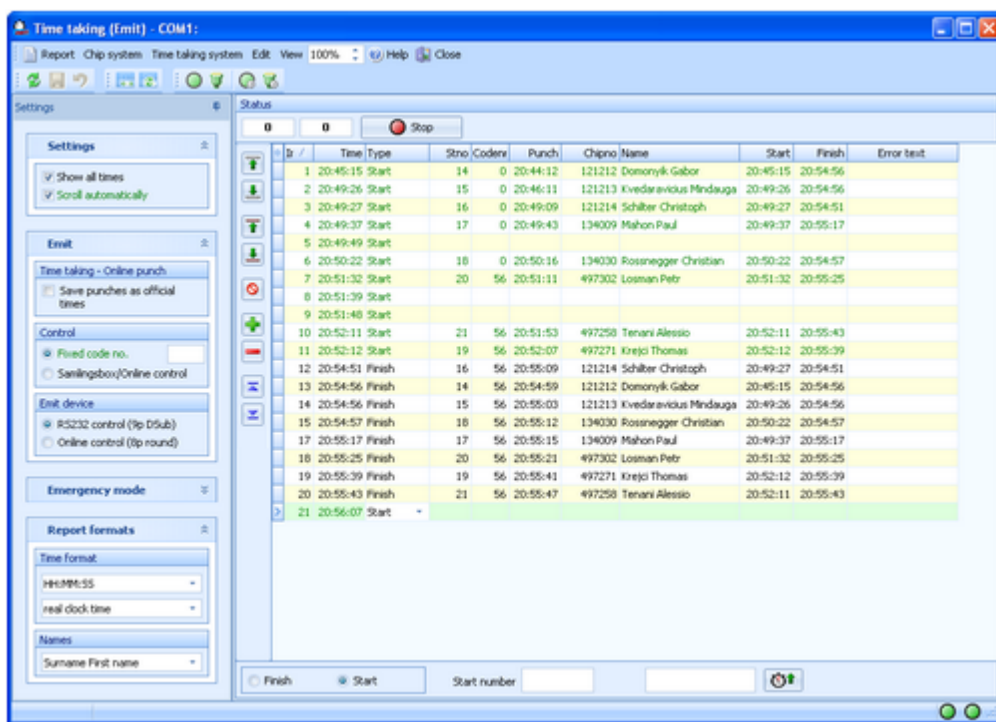
Set the right time type at the left bottom. The times will be recorded by the ETR/RTR and they will be identified by the punches from the control.

By the option *Save punches as official times*, you can use any ordinary Emit control for time taking. Use this option if you have set the Emit option Time taking - Online punch. See the Emit settings reference for more details.

Customizing the settings

For a description of the basic options, see the Time taking - Basic principles reference.
There is a special paragraph with **Emit options**.

Save punches as official times   Check this option if you are using the online punch from the normal finish control for time taking.

How to set up the ETR/RTR to work together with OEScore

Select program 10 for time taking and record the times. For more information, read the Emit handbook.

Set the time taking port to 1200bps, 8 data bits, no parity, 1 stop bit. **Note:** this is different to using the ETR for downloading chips!

See also

Time taking - Task based help

Time taking - Network update

Emit settings

Serial port settings

5.7.7.6 Time taking - MicroGate

You can use a time taking device from *MicroGate* together with any of the two punching systems Emit and SportIdent for the identification punch.

The various time taking functions are working all in the same way. The general working of the time taking is described in the Time taking - Basic principles reference. Be sure to read this first if you are not yet familiar with time taking in OEScore.

This topic only adds the specific handlings of the MicroGate time taking system.
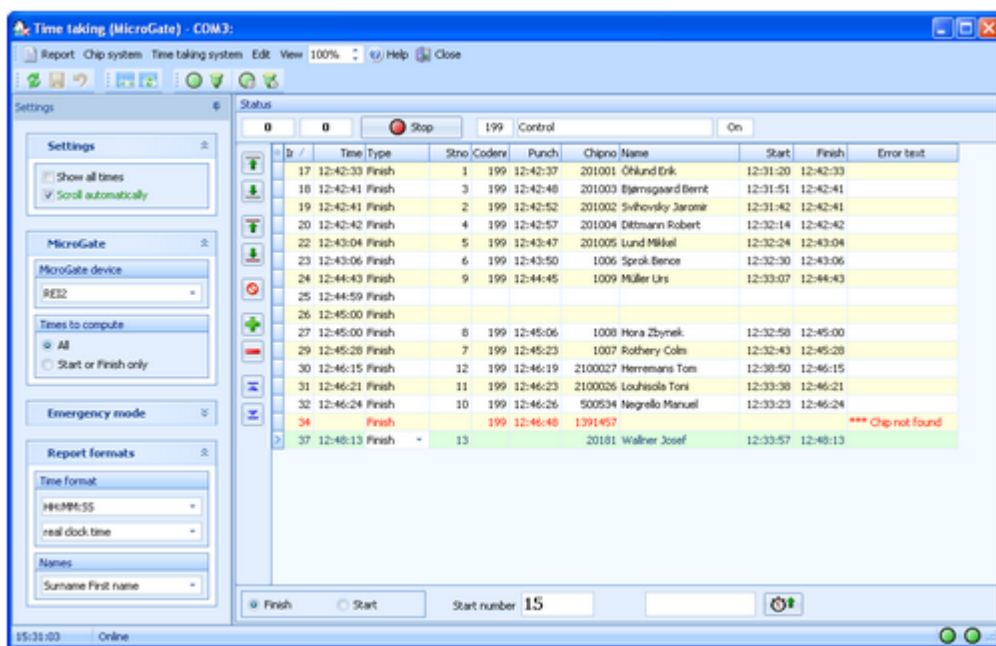
Select your MicroGate device from the listbox.

MicroGate-REI2 and MicroGate-RaceTimer2 support the real start times which are sent via the start line. All other channels will be considered as times from the finish. Thus the time type will be defined by the MicroGate device and it is independent of the start/finish setting.

You can assign the times to start numbers with REI2/RaceTimer2 and afterwards transfer them to OEScore.

Customizing the settings

For a description of the basic options, see the Time taking - Basic principles reference.
There is a special paragraph with **MicroGate options**.

MicroGate device	Select the right device, *REI2* or *RaceTimer2*.
Times to compute	The MicroGate devices have two serial lines which you can connect to different PCs or at least different time taking windows at the same PC. This is designed to allow to compute start and finish times at two different locations. However, the MicroGate device does not seperate start and finish times for each line but it sends all times on both lines.
Set this option to *All*, if you want to compute all times in this window. Set it to *Start or Finish only*, if you only want to compute start or finish times in this window. Select the right type from the bottom left box.

How to set up the MicroGate devices to work together with OEScore

REI2
Use the PC-Online application.
In the software configuration, set *Time to enter* to 0 seconds.
In the REI2 configuration, set the right *serial port* (computer A or B) to 38400bps, Online=Yes, Offline=Yes, Tick=Off.
In this form, set the time taking port to 38400bps, 8 data bits, no parity, 1 stop bit.

RaceTimer2
Use the PC-Online application.
In this form, set the time taking port to 2400bps, 8 data bits, no parity, 1 stop bit.

See also
Time taking - Task based help

Time taking - Network update

Serial port settings

5.7.7.7 Time taking - Alge

You can use a time taking device from *ALGE* together with any of the two punching systems Emit and SportIdent for the identification punch.

The various time taking functions are working all in the same way. The general working of the time taking is described in the Time taking - Basic principles reference. Be sure to read this first if you are not yet familiar with time taking in OEScore.

This topic only adds the specific handlings of the ALGE time taking system.
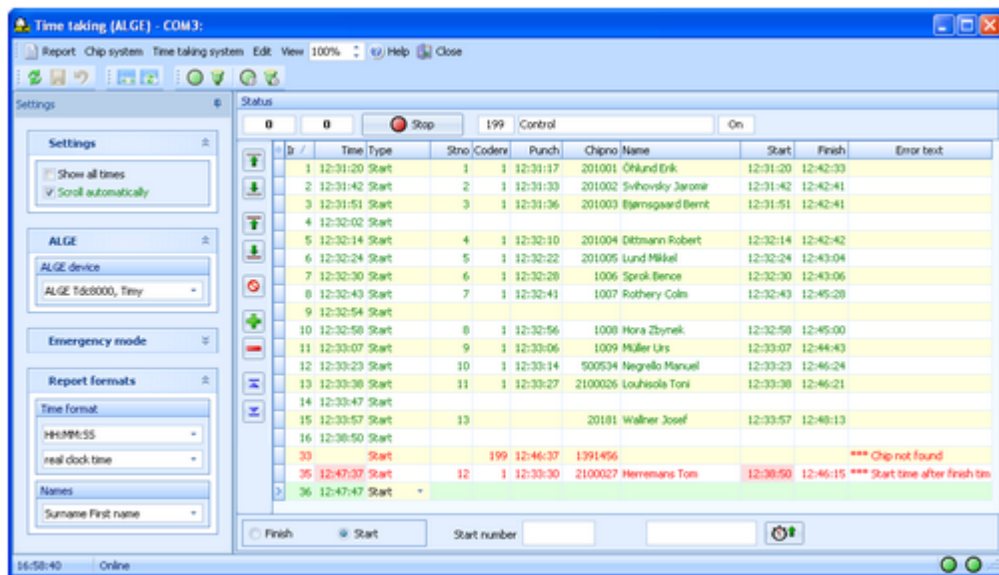
Select your ALGE device from the listbox.

Except ALGE S3, all types support the real start times which are sent via the start channel. All other channels will be considered as times from the finish. Thus the time type will be defined by the ALGE device and it is independent of the start/finish setting.

With TDC8000 and newer, and Timy, you can assign the times to start numbers and afterwards transfer them to OEScore.

--- Customizing the settings

For a description of the basic options, see the Time taking - Basic principles reference.
There is a special paragraph with **ALGE options**.

ALGE device   Select the right device, *ALGE TdC800*, *Timy*, *ALGE S3*, or *ALGE S4*.

--- How to set up the ALGE devices to work together with OEScore

ALGE TdC8000 and compatibles, Timy
Use the Split application (not with Timy).
You can set the speed to 2400, 4800, 9600, 19200 bps. The device setting must match the according time taking setting in this form. Additionally 8 data bits, no parity, 1 stop bit must be set.

ALGE S3
Set the serial port to 2400bps, 7 data bits, no parity, 2 stop bits.

ALGE S4
Set the serial port to 2400bps, 8 data bits, no parity, 1 stop bit
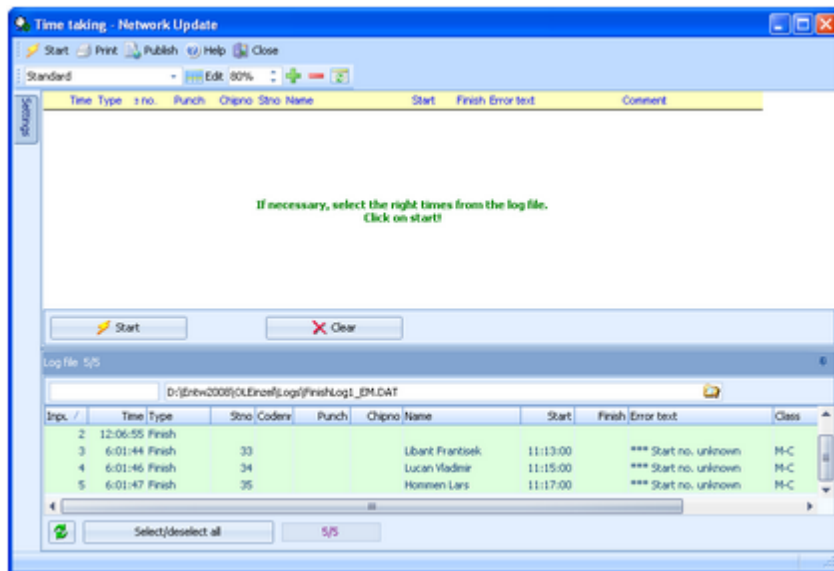
See also
Time taking - Task based help
Time taking - Network update

Serial port settings

5.7.7.8 Time taking - Network update

In Emergency mode, the times will be saved into a local log file. If you need more information about the emergency mode, see the Time taking - Basic principles reference.

The form opens the emergency log file of this PC automatically.

When the network is up again after a break, you can quickly upload all times to the main event which had been saved locally only in emergency mode. The local emergency log file should contain those times only which had been recorded during the network break. Just click on *Start* to insert them into the event.

In extraordinary cases, you may have to select singular times or a range, f.ex. if there were several breaks during the competition. Use a suitable sort order and select the right times.

With button *Clear* you can clear the log file.

Since the form loads the local emergency log file automatically, it is recommended to process this log file at each client locally. One more reason to do so is that the operator on this PC has the best knowledge to decide in case of uncertainties. However, you may prefer to collect the log files and process them from a central place. The finish emergency log files are saved into the *Logs* subfolder of your Application settings folder. For more details look at the Application folders reference. They consist of two files which are named *FinishLog1_EM.dat* and *FinishLog1_EM.idx*.

Customizing the settings

The Settings tab has a format paragraph.

Report formats

|	
Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

See also

Time taking - Task based help

Time taking - Basic principles

5.7.8 Reading device backup

You can download the backup memory of a SportIdent or Emit reading device and insert the chips into the event. This function is often used if you had downloaded the chips into a standalone reading device, f.ex. the SportIdent printer set, and afterwards you want to load them into OEScore to be able to publish the results.

The working mode of this form is similar to the Log files function, with the main difference that you get the chips from the device memory instead of the log file.
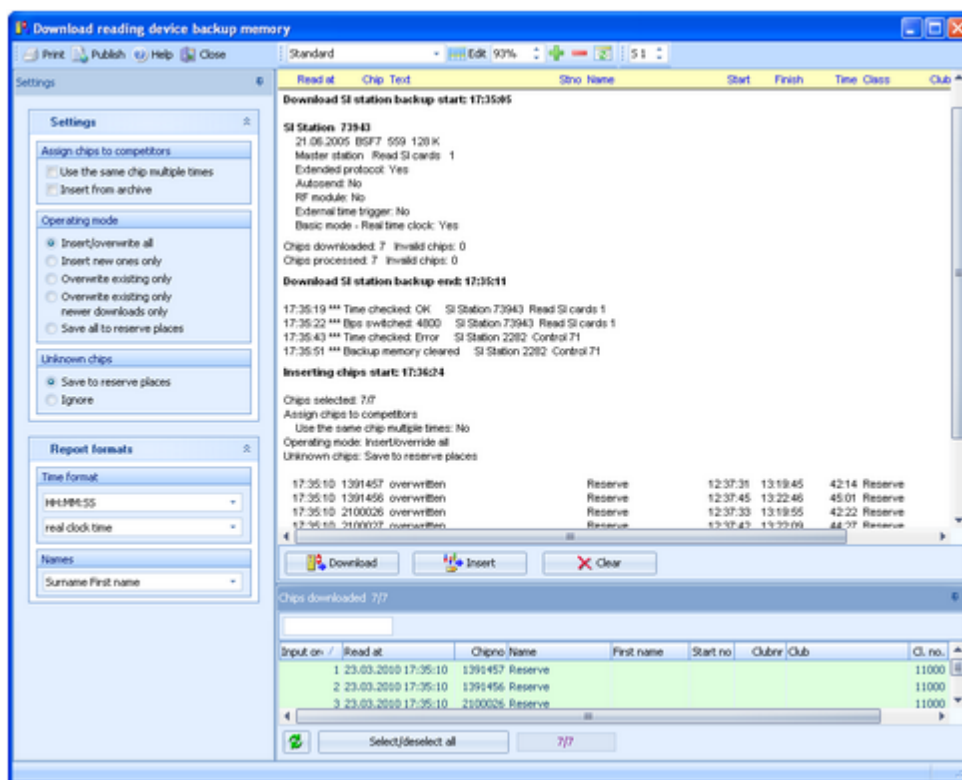
Click on *Download*. This will open either the Download SI station backup, the Download Emit MTR backup, or the Download Emit ECU/MTR5 backup dialog, depending on the chip system which you are using. This dialog will stay on top of this form. You can work with the devices (maybe download several devices). Every action will be protocolled in the log window. All chips downloaded will be collected in the list at the bottom. If necessary, you can close the device dialog and reopen it later with a click on the *Download* button. Besides their main purpose (downloading), the device dialogs offer some additional maintenance functions. Before continuing reading in this topic, it is recommended to look at the Download SI station backup reference, the Download Emit MTR backup reference or the Download Emit ECU/MTR5 backup reference for more details.

You can select the desired competitors or chips from the list of chips downloaded at the bottom.. Use a suitable sort order and the quick search field at the top left of the selection table. Click on *Insert* and watch the log report window. **Notice:** the sort order of the selection table will be changed automatically to input order. This is necessary to handle multiple assignments of the same chip in the right order. Well, if you had downloaded from several devices, then you are responsible yourself what happens with multiple chips.

With button *Clear* you can clear the list of chips downloaded.

Customizing the settings

The Settings tab has two paragraphs.

Settings

These settings define how the chips should be computed when uploading them into the event.

Assign chips to competitors	Use the same chip multiple times	A chip from the backup will be saved to a reserve place, if it had been already saved for a competitor but appears multiple times in the backup. Work on them in Evaluate chips. If unchecked, the same chip will be overwritten.
	Insert from archive	If the chip is new for the event, then it will be looked up in the archive. If the chip had been found there, this competitor will be inserted into the event from the archive. **Notice: This assignment works in the same way as in Read chips - Registration.** The same preconditions (start punch, individual courses) are required, and OEScore will calculate the best matching course automatically. For more details see the Read chips - Registration reference.

Operating mode		This defines how the chips will be saved.
	Insert/overwrite all	Existing chips will be overwritten and new ones be inserted.
	Insert new ones only	Only new ones will be inserted, existing ones won't be touched.
	Overwrite existing only	Only existing chips will be overwritten, new ones will be ignored.
	Overwrite existing only, newer downloads only	Existing chips will be overwritten with the same chip only if this has a later reading time.
	Save all to reserve places	All chips will be saved to reserve places.
Unknown chips	Save to reserve places	Unknown chips will be saved to reserve places.
	Ignore	Unknown chips will be ignored.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Evaluate chips

Read chips

Read chips - Registration

Log files

Download SI station backup

Download Emit MTR backup

Download Emit ECU/MTR5 backup

5.7.9 Log files

For backup reasons, all downloaded chips will be saved in a local log file. This is useful for restoring after a crash or network problems. In the most cases, you may look for a single chip which may have become lost in Chip evaluation by removing it accidentally. The working mode of this form is similar to the Reading device backup function, with the difference that you get the chips from the log file instead of the device memory.

The Process log files form opens the local log file of the current event automatically.
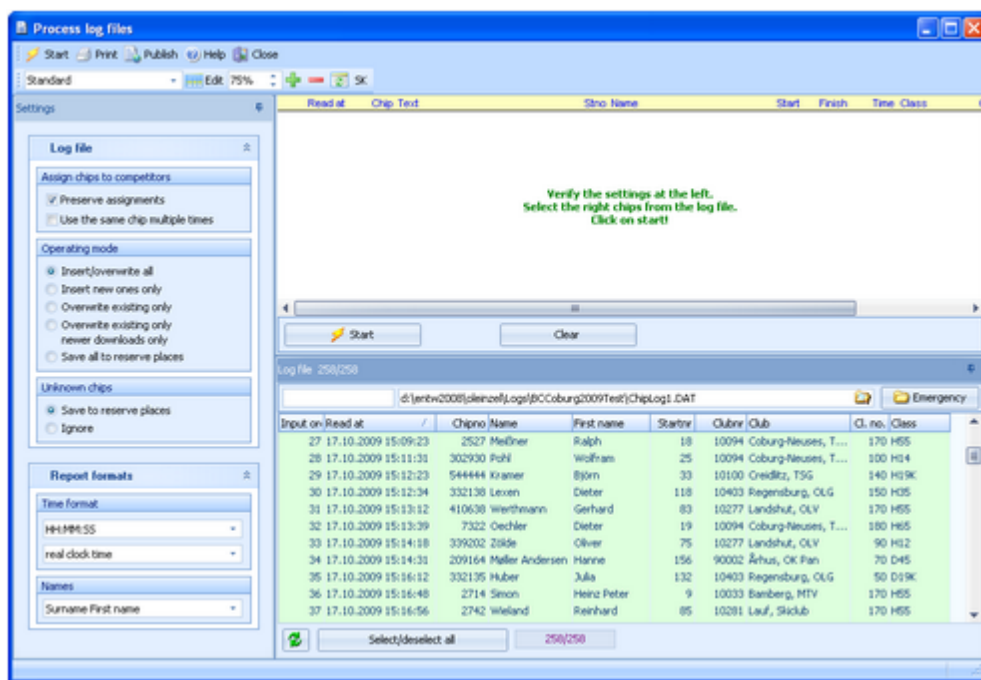
You can select the desired competitors from the log file. Use a suitable sort order and the quick search field at the top left of the selection table. Click on **Start** and watch the log report window. **Notice:** the sort order of the selection table will be changed automatically to input order. This is necessary to handle multiple assignments of the same chip in the same way as it had been done when reading the chip.

By default, the current active log file is displayed. You can also select another log file and load its chips into the event. You may collect the log files from all clients in a network, which you want to process from a central place. The files are saved into the *Logs* subfolder of your Application settings folder. For more details look at the Application folders reference. In the *Logs* folder, you will find subfolders which have the same names as the event data folders. For remote events on the server, the local folder name is the event folder name plus *_R* (for remote). Inside every *Logs\<Event folder>*, you find the log files of that event.They consist of two files which are named *ChipLog1.dat* and *ChipLog1.idx*.

With button **Clear** you can clear the log file.

A special case is processing the emergency log file. See below for more details.

Customizing the settings

The Settings tab has two paragraphs.

Log file

These settings define how the chips should be computed when uploading them into the event.

Assign chips to competitors	Preserve assignments	If the competitor exists, the same assignment will be done as in the log file. This option does only work properly with the same event as the log file comes from. Using this option to upload a log file from another event will cause inpredictable results! If you uncheck this option, then the assignments will be done just like reading the chip, using the chip number.
	Use the same chip multiple times	A chip from the log file will be saved to a reserve place, if it had been already saved for a competitor but appears multiple times in the log file. Work on them in Evaluate chips. If unchecked, the same chip will be overwritten.
Operating mode		This defines how the chips will be saved.
	Insert/overwrite all	Existing chips will be overwritten and new ones be

		inserted.
	Insert new ones only	Only new ones will be inserted, existing ones won't be touched.
	Overwrite existing only	Only existing chips will be overwritten, new ones will be ignored.
	Overwrite existing only, newer downloads only	Existing chips will be overwritten with the same chip only if this has a later reading time.
	Save all to reserve places	All chips will be saved to reserve places.
Unknown chips	Save to reserve places	Unknown chips will be saved to reserve places.
	Ignore	Unknown chips will be ignored.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

⊟ Emergency mode log file

If you need more information about the emergency mode, see the Read chips reference.

When the network is up again after a break, you can quickly upload all chips to the main event which had been saved locally only in emergency mode. Click on the *Emergency* button at the top right of the log file table. This will load the local emergency log file which should contain those chips only which had been downloaded during the network break. Just click on *Start* to insert them into the event.

Notice: the log file settings are not used for these chips. These chips will be handled like at the download: the right competitor will be searched by the chip number and the chip will be assigned to this competitor. If there is any problem (unknown etc.), then the chip will be saved to a reserve place.

Since the emergency button works only with the local emergency log file, it is recommended to process this log file at each client locally. One more reason to do so is that the operator on this PC has the best knowledge to decide in case of uncertainties. However, you may prefer to collect the log files and process them from a central place. The emergency log files are saved into the *Logs* subfolder of your Application settings folder. For more details look at the Application folders reference. They consist of two files which are named *ChipLog1_EM.dat* and *ChipLog1_EM.idx*.

See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Evaluate chips

Read chips

Reading device backup

5.7.10 Evaluate SI stations

You can download the punches from the backup memory of a SportIdent control station. This is mainly used to find not started competitors from missing check or start punches but also to solve complaints about missing punches etc.

Under the menu item *Actions* you find the main functions of this form: *download punches* and *find not started competitors*. See the paragraph about special functions below for more details.

One other task which you can perform here is to *solve complaints about mispunches*. If the competitor did not wait for the feedback signal when punching, there will be no punch saved into the SI card. However, this punch will be saved in the station's backup memory with an error code. Usually the competitor will complain and assert that he had waited for the signal and thus should have this punch.

You can download the stations from that control and search for this punch using the SI card number. Two cases are possible.

- There is a punch with an error code
  Those punches are shown in the form ErrA to ErrF, where the last character tells you when the SI card had been removed from the station. An error code proves that the runner did not wait for the signal. This means, he does not have a valid punch from that control.

- There is no punch found
  Then the runner did not punch at all here.

However, the IOF rules and almost all national competition rules do strictly stick to what is found on the chip and they do not allow any evaluation by downloading punches from controls. But showing the evidence to the mispunched competitor may raise his confidence in electronic punching and in your competence as an O organiser.

Customizing the settings

Set the time format here. The times will be displayed according to this setting. The time format plays also an important role when downloading punches. When saving the punch times, the current format will be used to truncate them down from a higher resolution which may be found in the station.

In the normal case, you will always have a resolution of seconds and you don't have to care about that since all station types carry at least the same resolution. However, control stations in extended mode are saving the punches in a resolution of 1/256 seconds. To save this, set the time format to tenths or hundreds before you download the punches. If you made a mistake, then just remove the wrongly saved punches (see special functions below).
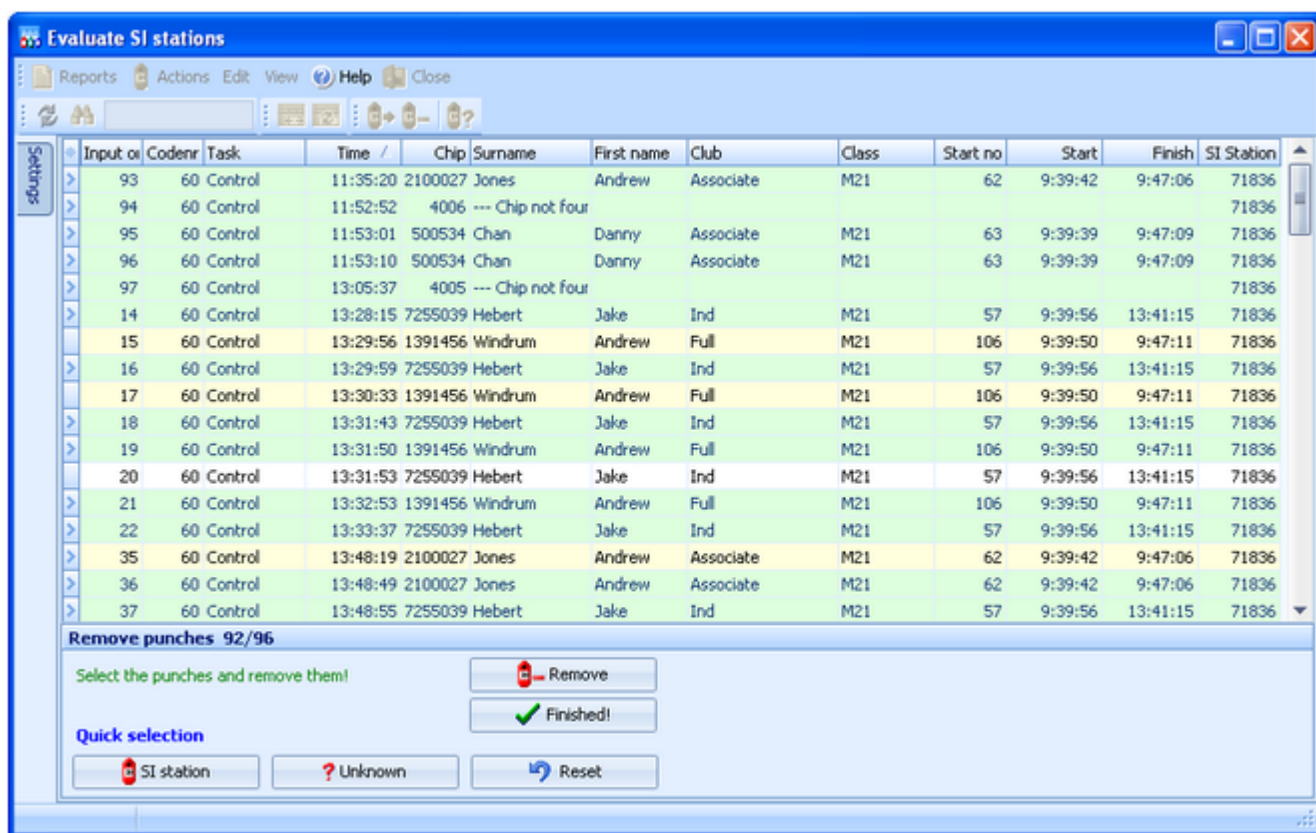
Special functions

Download punches

This will open the Download SI station backup dialog. This dialog will stay on top of this form. You can work with the devices (maybe download several devices). Punches downloaded from the backup memory will be saved into the table. If necessary, you can close the device dialog and reopen it later with a click on the button. Besides its main

purpose (downloading), the device dialog offers some additional maintenance functions. It is recommended to look at the Download SI station backup reference for more details.

Remove punches

You can remove unwanted punches. F.ex. if punches had been downloaded and truncated to the wrong resolution.

In this mode, you can select multiple punches. Unlike with the report selection, you have to *Ctrl-Click* to select the records. Normally, you will use the Quick selection buttons. *SI station* selects all punches from the same station like the currently selected punch. *Unknown* selects all punches with unknown SICards which may stem from previous events. Use *Reset* to unselect the punches and try again.

Click on *Remove* to remove the selected punches. It is recommended to remove the punches in several steps using the quick selection, so there is no need to select all at once manually.

If you are finished with that, then click the *Finished!* button to return to normal working mode.

Find not started competitors

As usual, every competitor must do a check punch before the start to ensure that his SI card had been cleared properly. You can use this to find the not started competitors. Look at the Find competitors who did not start reference for more details.

Reports

The **Punches report** supplies a list of all downloaded punches.

The **SI stations report** gives a list of all download actions.

For general information about reports, see the reports reference.

See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Download SI station backup

Find competitors who did not start

5.7.10.1 Find competitors who did not start

As usual, every competitor must do a check punch before the start to ensure that his SI card had been cleared properly. You can use this to find the not started competitors.
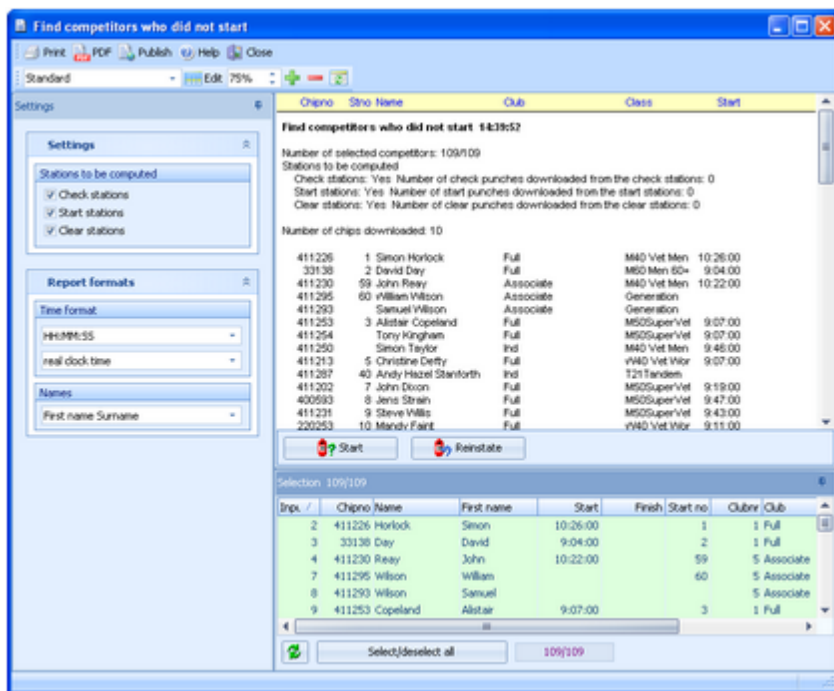
In addition or as an alternative to the check punches, you can also use the clear and start punches for this function.

When the start is over, *download the punches* of all required stations. See the Evaluate SI stations reference for more details. If necessary, you can narrow down the procedure by selecting the desired competitors at the bottom. Click on *Start*. You will get a report of all competitors who do not have a check/clear/start punch together with some overall numbers of downloaded punches.

Cancel this action if you are not sure if you had downloaded all required stations. You can print the report and check it out. If you continue with *Yes*, then all reported competitors will be *set to Not started*. Print the report.

Of course, it is no problem if competitors had been caught by this function by mistake. If you download more stations later and repeat this function, then all actually started competitors will be reset to OK.

The final status of a competitor will be defined when downloading his SI card in the finish.

Of course, there is an *Undo* function available. Click on *Reinstate* to reinstate those competitors to OK, who had been previously set to Not started (may be by mistake). This task affects all competitors who don't have the required punch and did not download their SICard, but are set to Not started.

⊟ Customizing the settings

The Settings tab has two paragraphs.

Settings

Stations to be computed   Select the types of stations which you want to compute here. By default, all 3 types are preselected.

Report formats

Time format   The times will be displayed according to this setting.

Names   The names will be displayed according to this setting.
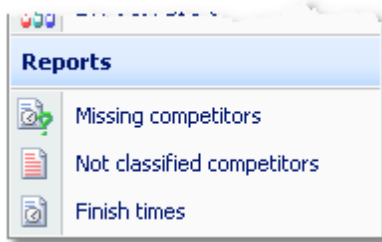
See also

Running the competition - Task based help

Advanced competition day tasks - Task based help

Download SI station backup

Evaluate SI stations

5.7.11 Reports (Finish)

There are some check reports which help you mainly towards the end of the competition. You find them in the main menu under *Competition day*.

There are some special options in the reports which should be explained here.

Time format   The times in the report will be displayed according to this setting.

Names   The names in the report will be displayed according to this setting.

For general information about reports, see the reports reference.

Please observe some special hints for the reports.

Missing competitors

This report shows which competitors are still missing at the finish. At the beginning you will get a summary by classes, below a list of those competitors. A complete result list must also include them. If you *set them to dns or dnf*, then they will no longer appear in this report. For more details see the Evaluate chips or Finish times (independent) references.

In addition to this main section, there are three other sections which show competitors with missing finish times, competitors with a finish time but no chip downloaded and completely not registered chips which had punched the start station.

SportIdent only: If you had read the backup memory of start or finish stations, then the punch times from those stations will be displayed and marked by **#**. From the start, start stations and/or check stations will be computed.

Not classified competitors

This is a report about those competitors (not only mispunched).

Finish times

This report gives a simple list about the finished competitors. You may select the right sort order and select the required range. F.ex., if you are interested what happened in a specific time range, just sort by finish times and select the right times.


See also

Evaluate chips

Evaluate SI stations

Finish times (independent)

5.7.12 Download SI station backup

SI controls and master stations have an internal backup memory to save punches and SI cards there. You can download them and insert them into the event. Depending on the context, this dialog accepts either master stations (Read SI cards) or ordinary stations (controls, start, finish, check stations) only. For more information about the forms from where this dialog can be invoked, see the Reading device backup reference or the Evaluate SI stations reference.

Although the dialog keeps staying on top of the invoking form, you can keep it open, download here and work alternatively in the underlying form with the insert operations.
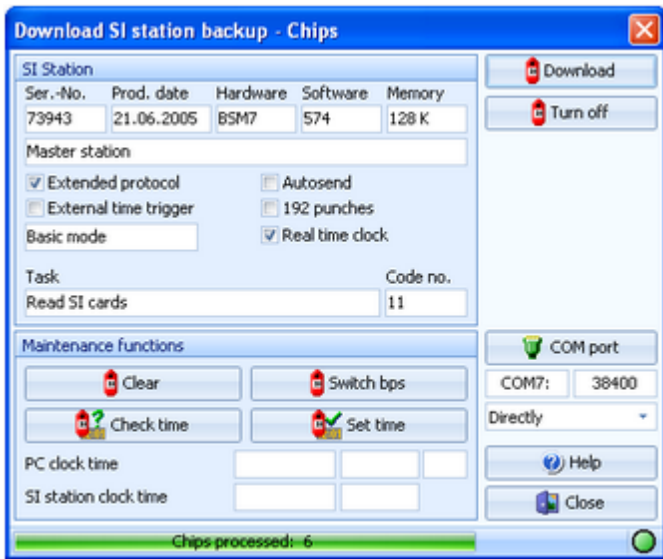
The main purpose of this dialog is to download the contents of the backup memory. However, there are also some maintenance functions available. Every function first reads and displays the SI device characteristics and then continues with its special task. All actions will be protocolled in the form from where you had invoked the dialog.

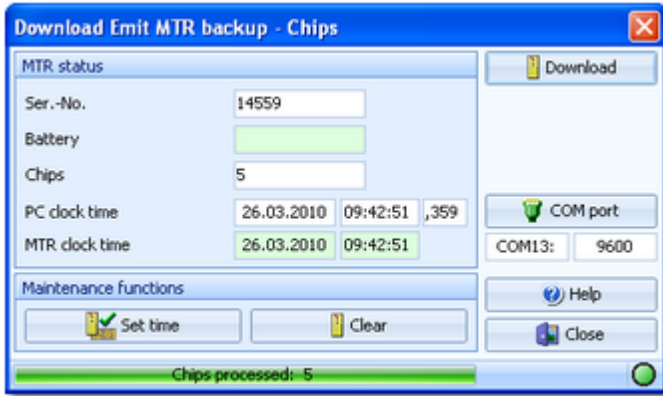|	
Download	Depending on the context, the chips or the punches will be downloaded from the station's memory and they will be sent to the form from where the dialog had been invoked. **Notice:** At the end, the underlying protocol shows the number of downloaded chips and the number of invalid chips. Those may be the result of frequent read errors which may one of the following reasons. 1. You are downloading an old BS6 or earlier through a new BS7/8 master station. Then switch the speed of the master station, see below. 2. If your master station and the downloaded one are of the same version or you are downloading the master station directly, then this could be caused by connection problems and/or USB- or COM port driver problems. First try at another PC if there is the same problem. Perhaps you will have to check and reinstall your driver. Also check out if there are unnecessary programs running in the background which may slow down the computer's performance.
Turn off	Since in most cases you don't want to have the station running another couple of hours, you can turn it off, just like using the Off stick.
COM port	This invokes the Serial port settings dialog. Select the right port. The speed in bps should be adjusted automatically.
Directly/Master	Decide whether you want to read the connected SI station directly or whether to use it as master station to compute other (control) stations.
Clear	Clears the backup memory. In the normal case, this is useful for all stations BSF7 and newer.
Switch bps	Switches the speed of a BSM7/8 master station from 38400 to 4800 and vice versa. The lower speed will be recommended when downloading from old BS6 and previous stations in master mode, to avoid read errors.
Check time *Set time*	Checks or sets the station's clock time with the PC clock time. The result will be displayed in green or red colour.

PC clock time	23.03.2010	19:14:20	,187
SI station clock time	23.03.2010	19:14:20	

See also

Handling the chip system devices

Reading device backup

Evaluate SI stations

Serial port settings

5.7.13 Download Emit MTR backup

The Emit MTR has an internal backup memory to save ECards there. You can download them and insert them into the event. This dialog is invoked by the Reading device backup function if you are using the Emit chip system.

Although the dialog keeps staying on top of the invoking form, you can keep it open, download here and work alternatively in the underlying form with the insert operations.

The main purpose of this dialog is to download the contents of the backup memory. However, there are also some maintenance functions available. Every function first reads and displays the MTR characteristics and then continues with its special task. All actions will be protocolled in the log window of the form from where you had invoked the dialog.

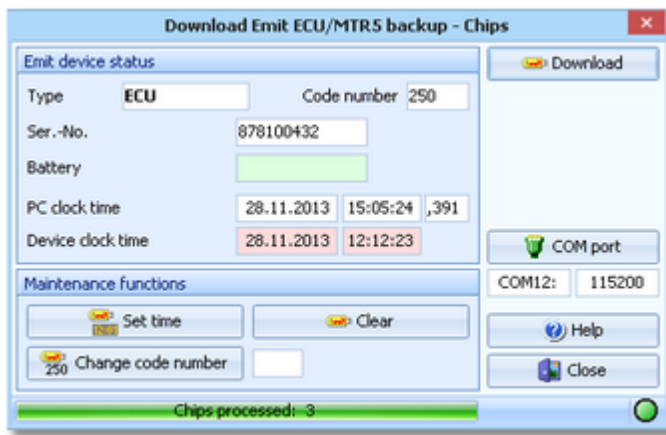|	
Download	The chips will be downloaded from the MTR's memory and they will be sent to the form from where the dialog had been invoked. **Notice:** At the end, the underlying protocol shows the number of downloaded chips and the number of invalid chips. Those may be the result of frequent read errors which may be caused by connection problems and/or USB- or COM port driver problems. If you have many read errors, then first try at another PC if there is the same problem. Perhaps you will have to check and reinstall your driver. Also check out if there are unnecessary programs running in the background which may slow down the computer's performance.
COM port	This invokes the Serial port settings dialog. Select the right port. The speed in bps should be preset automatically.
Clear	Clears the backup memory.
Set time	The MTR clock time is checked against the PC clock time when its properties are read. The result will be displayed in green or red colour. If necessary, you can set the MTR clock time.

See also

Handling the chip system devices

Reading device backup

Serial port settings

5.7.14 Download Emit ECU/MTR5 backup

The Emit ECU/MTR5 has an internal backup memory to save EmiTags there. You can download them and insert them into the event. This dialog is invoked by the Reading device backup function if you are using the Emit chip system and EmiTag.

Although the dialog keeps staying on top of the invoking form, you can keep it open, download here and work alternatively in the underlying form with the insert operations.

The main purpose of this dialog is to download the contents of the backup memory. However, there are also some maintenance functions available. Every function first reads and displays the ECU/MTR5 characteristics and then continues with its special task. All actions will be protocolled in the log window of the form from where you had invoked the dialog.

Download	The chips will be downloaded from the ECU/MTR5's memory and they will be sent to the form from where the dialog had been invoked. **Notice:** At the end, the underlying protocol shows the number of downloaded chips and the number of invalid chips. Those may be the result of frequent read errors which may be caused by connection problems and/or USB- or COM port driver problems. If you have many read errors, then first try at another PC if there is the same problem. Perhaps you will have to check and reinstall your driver. Also check out if there are unnecessary programs running in the background which may slow down the computer's performance.
COM port	This invokes the Serial port settings dialog. Select the right port. The speed in bps should be preset automatically.
Clear	Clears the backup memory.
Set time	The ECU/MTR5 clock time is checked against the PC clock time when its properties are read. The result will be displayed in green or red colour. If necessary, you can set the ECU/MTR5 clock time.

Change code number	For ECU/MTR5, the code number has a special meaning. It defines how the chip reading process behaves. For use with OEScore, the code number must be set to 250-253. Emit also defines numbers of 240-243, but this can't be used with OEScore.

See also

Handling the chip system devices

Reading device backup

Serial port settings

5.8 Results

You find the result reports under the main menu topic *Results*.
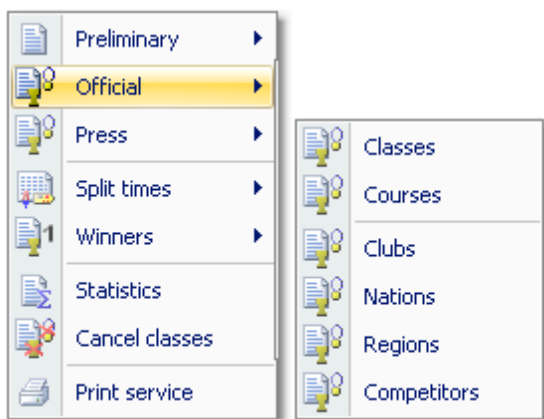
See more details in the next topic.

At large competitions, you may like to offer a special print service to the competitors.

Sometimes you may have to cancel the race for several classes.

5.8.1 Result Reports

There are various result reports. You find them in the main menu under *Results*.

The titles should be self-explaining.

Notice: Use only the Preliminary results during the competition. Only those have an indication at the top of each class/course, how many runners are still missing. Use the other formats after the competition only.

Since the results by classes are the most popular ones, they are also available via the results toolbar button .

There are some special options in the reports which should be explained here.

Time format	The times in the report will be displayed according to this setting.
Names	The names in the report will be displayed according to this setting.
Competitors sorted by	This is available for club results. Within a club the competitors will be sorted by the selected field.
Preliminary results: Large format (2 lines)	There are two lines per competitor to allow very large font sizes.
Official club results: Extended format	The extended format displays the leading competitors per class together with the competitors of the club. You can define how many leading competitors should be shown. The official results by nations or regions are displayed in the same extended format and include all runners of all clubs of the respective country or region. For more information about nations and regions, see the Clubs reference.
Split times: Extended format	This is available for split times by classes or courses. The extended format includes placings for all split and lap times.
Quick selection: type 1 or type 2	This is available for class reports. You can use this to select all classes with the desired class types by checking them. For more information about class types see the Classes reference.
How many competitors?	Set those options to get shortened results for the press etc.

For general information about reports, see the reports reference.

Press results

This format is available by clubs, regions and nations. It is similar to the respective official extended formats (see above). The difference is that the result is shown by classes including all competitors of the selected clubs/regions/

countries in the same class list plus the specified number of leading competitors. These extended reports are especially designed to create *customized result reports for the press*.

Automatic reports

With results by classes or courses, there is an additional option panel available: . Click on the title to expand it:

Set the right Refresh interval. The sample report will be refreshed every 10 seconds. However, this is not recommended to avoid huge workloads on the server and the network... Additionally, you can define which action(s) should be performed after every refresh. You can print the report, print it on labels and create PDF, publish or export files. The appropriate setup dialogs will appear only once at the beginning. It is even possible to activate or deactivate those options during the running automatic task.

You can also have the report scrolling automatically, f.ex. if you want to expose a running PC screen to the public. Since the report always jumps to the beginning when it is refreshed, it is wise to have the refresh interval large enough so that the whole report can be displayed.

Click on the *Start* button to start the automatic report.

Preliminary results by classes provide the additional *Display* option.

If checked, then only those classes will be included in the report where there had been a change since the last printout. Click on the *Reset* button to include all classes again with the next printout.

Teams

There is only a single line for each team. This is also the case in CSV export files!
For more details, see the Handling teams - Task based help and the Entries reference.

Label layouts

All result reports of the same kind are using the same pool of label layouts. F.ex. all split results are using the same split time sheet layouts. That means f.ex., if you modify a layout in the split times by classes report, this will also be used in all other split results.

CSV export

All reports can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the event import. Thus it is possible to export and re-import the event as often as it is required. Split times can't be reimported into the event.
Notice: The CSV file format has been changed from V.10.x to V.11.0!!

XML export

You can export the result reports into the IOF standard, document type ResultList. You can select between XML V2 and V3. If possible, then the newer format is to be preferred. This export is possible with the report sorted by classes only, because this IOF document type requires that sort order. However, OEScore also allows the reports by courses to be exported into that format. The courses will appear as "classes" in that XML document.

For more details, see the exports reference.

Special export formats

For some reports, there are special formats available.
Compressed text for press (txt)
This format is available from the press results and the official results by classes or courses. This output can be easily used by the press or for other purposes to embed the results in a compressed text format into a surrounding text by copy and paste. Be sure to select the classified only, which should be reasonable for press results.

Sending emails

Display a result report by clubs. In the report's menu, you will then find the Send EMail button [EMails]. Click on it to send each club its own results. It would be even possible to send the split time sheets (printed to PDF labels) to every club after the event. This requires an email address to be entered with the club address. For more details, see the Send EMails reference.
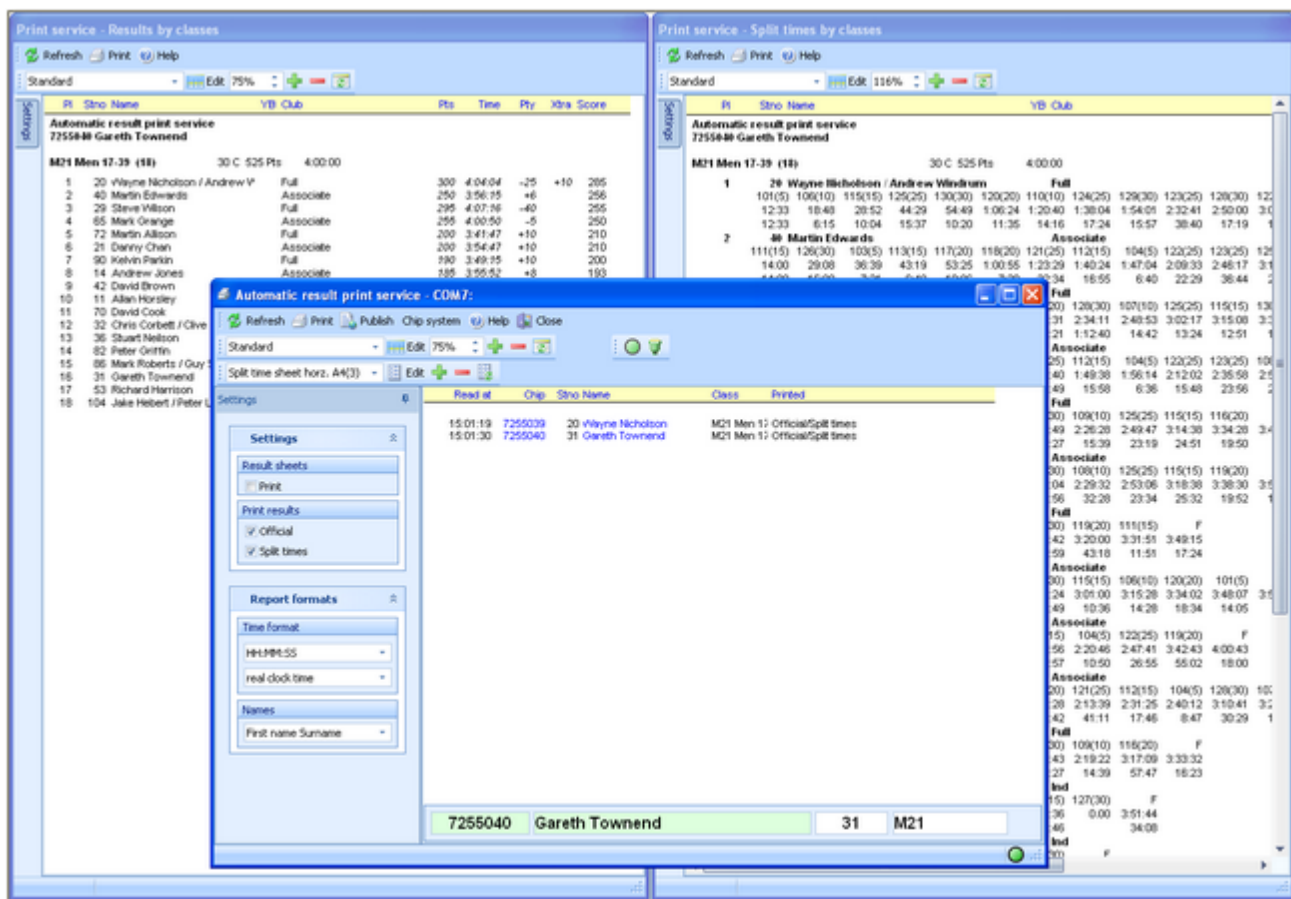
See also

Reports reference

Prize giving

5.8.2 Automatic result print service

Using this result print service function, you can offer a *print service point* at your competition, where the competitors can get a result list of their class and their own split time sheet, using their chip as the key.

Define which documents in which appearance a competitor should receive from the printer: result sheet, official class results and/or complete class split time results. The competitor inserts his chip into the attached reading device and he will get the right documents printed.

The function will open extra windows for every selected report. In the log window you see what had happened.
At the beginning, as well as every time you select a document or another label layout for the split time sheet, the Printer Dialog will pop up which belongs to the respective report. Select the right printer and the page format. The

settings will then be used for all printouts of the respective report.

The functions for the handling of the chip reading device are provided by the menu item ***Chip system*** and the Chip system toolbar. See the Handling the chip system devices reference for more details.

Customizing the settings

The Settings tab has two paragraphs.

Settings

These settings define the behaviour of this function.

Result sheets - Print	Define whether the personal result sheet of the competitor should be printed.
	This option is especially useful if you want to provide the extended result sheet with all placings (which are complete at the end of the race), in addition to the normal sheet handed out in the finish.
Print results	Select which kind of results should be printed for the competitor. See also the paragraph below.

Report formats

Time format	The times will be displayed according to this setting.
Names	The names will be displayed according to this setting.

Customizing the result reports

If you *select* the official and/or split time results to be printed, OEScore will open an extra result report window for every result type. At the beginning, the accompanying Printer dialog will pop up and ask you to select the printer and do the necessary settings. This will be used for all subsequent printouts.

You can acivate the (still empty) result report window and *customize* the report as usual. See the Result Reports reference for more details.
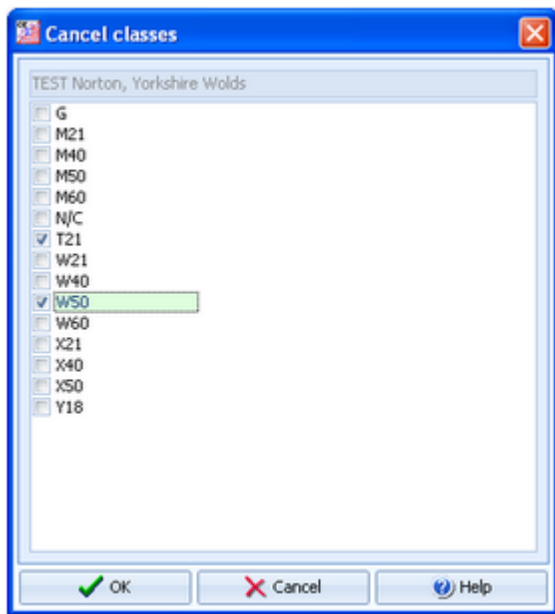
If you *unselect* a report option, then OEScore will close the respective report window.

See also

Result Reports

Advanced competition day tasks - Task based help

5.8.3 Cancel classes

Unfortunately, you may have to cancel the race for several classes due to wrongly situated controls or other reasons.

Check the cancelled classes in the list. Uncheck a class to reset it. Acknowledge by *OK*.

The result of a cancelled class does not show the places.

5.9 Speaker

At the time of the first release of OEScore, there is no idea how speaker functions (which provide intermediate times during the race) should make any sense at a score O event. Any useful feedback from you would be most appreciated!

See also

[Speaker support - Task based help](#)

[Running the competition - Task based help](#)

[Time taking - Task based help](#)

5.10 Extras

Under the *Extras* main menu item you find some extra functions which are not just O organising tasks.

To be able to use your existing events from V.10.3, you must migrate the event data to the new data format of OEScore. Thus for V10 upgraders, the most important function is for the first time *Extras - Migrate data V10 -> V11*. See the Migrate data reference for more details.

Power users may want to perform changes on the event data outside of OEScore. They can do so by exporting the right report, performing the changes and finally reimporting this file into the event. This function can be found under *Extras - Import*, which is described in the Import event reference.
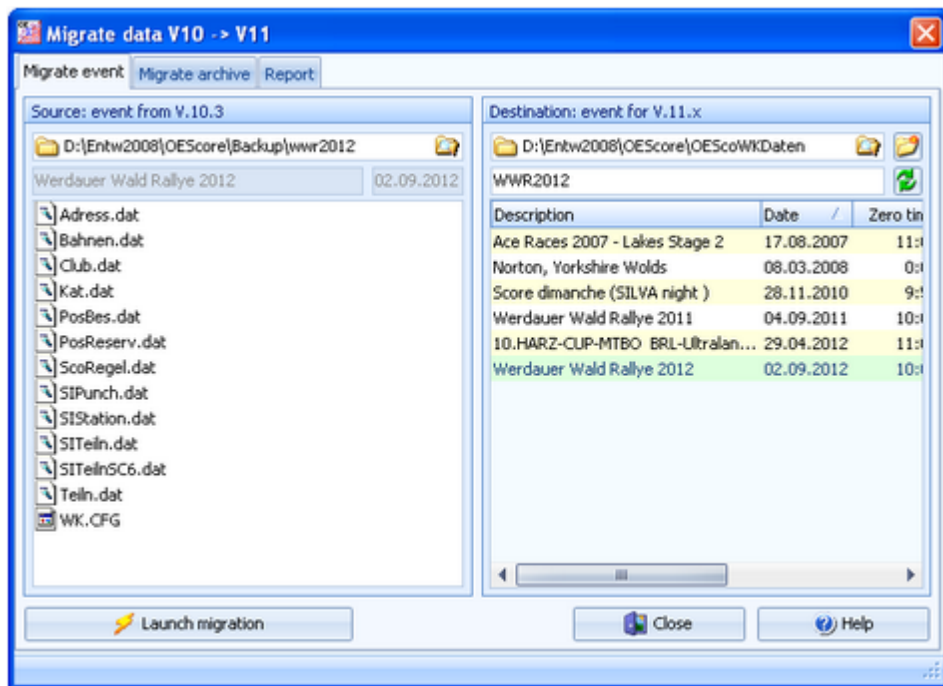
Extras - Report layouts offers you an administration function for report and label layouts. You can use it to exchange the layouts with other users or copy them to other clients in the network. See the Report layouts Manager reference for more information.

5.10.1 Migrate data V10 -> V11

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.

If you need more information about this subject, please read carefully the Application folders reference!
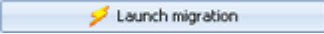
To be able to use your existing events from V.10.3, you must migrate the event data to the new data format of OEScore.

In the left panel, select the source event from V.10.3. **Note:** the source event must be exactly in the data format of SportSoftware V.10.3, otherwise you will be asked to load it into OEScore2003 V.10.3 to update to this data format.

In the right destination panel, the OEScore event root folder with its existing events of V11 will be displayed. It will be possible to select another event root folder here if you are using several different folders for some reason. Below that,

you must enter a folder name for the new event. By default, this is predefined from the V10 event's name. You can modify this manually, especially if you want to create the same event several times for test purposes.

Click on [⚡ Launch migration] to start this action. You will get a detailed report about this in the report tab. If necessary, you may print or publish this report.

Switch to the Migrate archive tab to migrate archives from V.10.3 to V11. This works just in the same way as with events.

You can migrate as many events or archives as you like in one row.

See also

Application folders
File selector

5.10.2 Imports into the event

You can import classes, clubs or competitors directly into the event, using the appropriate CSV file format.

Basically, these imports are **designed for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the data after some special evaluations. For example, they may need to draw the start list according to special rules and then re-import the data.

To get a sample of the right CSV file format, just export the right report. See the detailed sub-topics for more information.

Notice
The CSV file formats had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

See also

Import classes into the event
Import clubs into the event
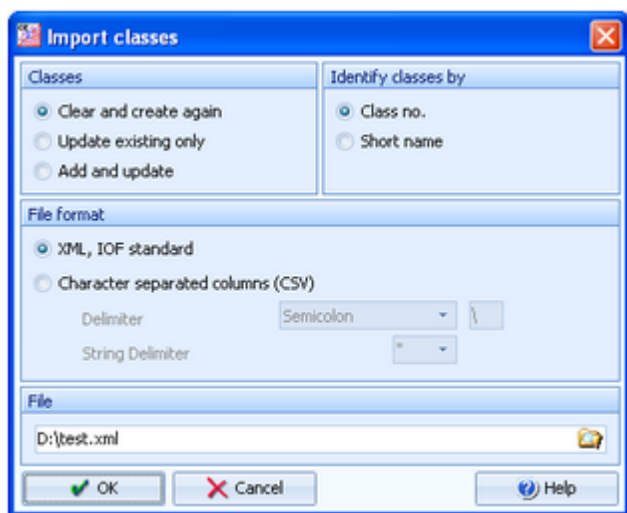Import competitors into the event
Export dialog

5.10.2.1 Import classes into the event

You can import classes directly into the event, using the correct CSV file format or the IOF XML format. This is the same import function like the Entries classes import which can be invoked from the Entries main menu item.

Basically, this import is **designed for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the class table after some special evaluations.

Classes	Select the right working mode of the import. Since *Clear and Create again* will lose all special class settings like start list definitions, be careful when using it!
Identify classes by	Define by which field existing classes should be identified. Obviously the class no. should be preferred.
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export a class report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *ClassList*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

Notice: If you are using the *Emit punching system*, please check out the *start punch setting* for all new classes! See the Emit settings reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

The XML format may have *created new class types* (class type 1). If this is the case, then you will get a reminder at the bottom of the log report. Since in OEScore the names of the class types are terms which are subject to the language translation, please check out the Extra field names whether this is what you expected and exit this dialog by *OK* to get the new translations working.

See also

Import competitors into the event

Import clubs into the event

Copy classes into the event

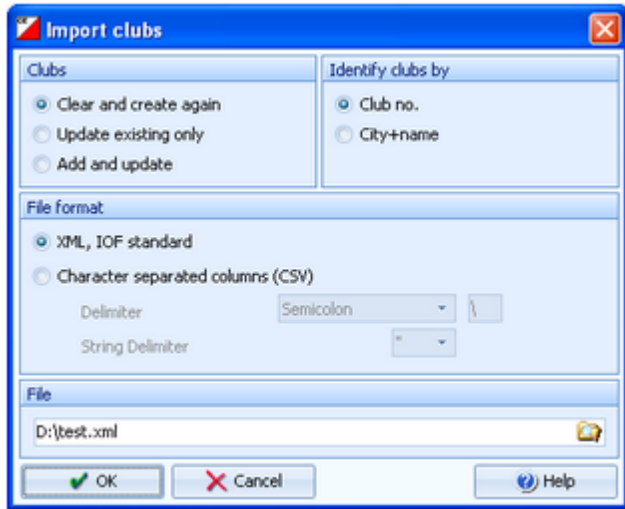Import classes

Export dialog

5.10.2.2 Import clubs into the event

You can import clubs directly into the event, using the correct CSV file format or the IOF XML format.

Basically, this import is **designed for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the club table after some special evaluations.

Clubs	Select the right working mode of the import. Since *Clear and Create again* will lose all special club settings like start list definitions, be careful when using it!
Identify clubs by	Define by which field existing clubs should be identified. Obviously the club no. should be preferred.
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export a clubs report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *ClubList (V2.0.3)* or *OrganisationList (V3.0)*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

See also

Import competitors into the event

Import classes into the event

Export dialog

5.10.2.3 Import competitors into the event

You can import competitors together with classes and clubs directly into the event, using the correct CSV file format.

Basically, this import is **designed for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the complete event after some special evaluations. For example, they may need to draw the start list according to special rules and then re-import the data.

To get a sample of the right CSV file format, just export an entries or start list report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
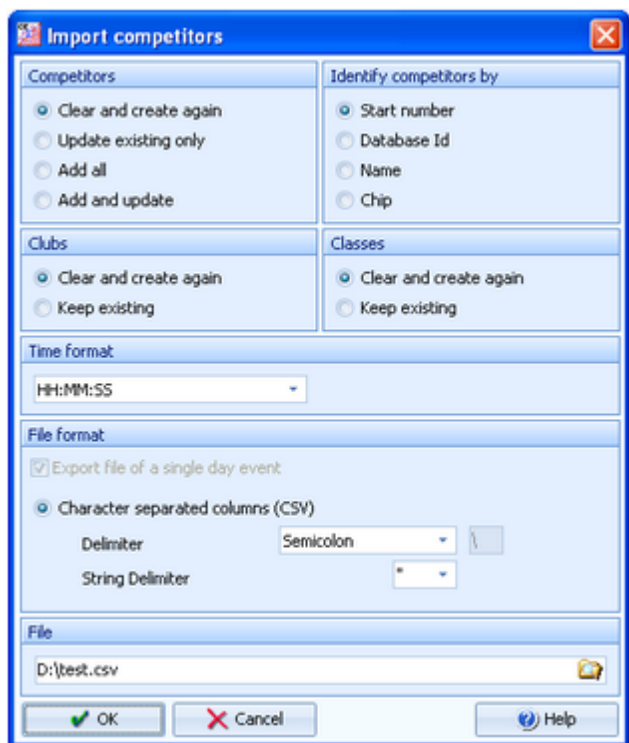
Competitors	Select the right working mode of the import.
Identify competitors by	Define by which field existing competitors should be identified.
Clubs, Classes	Define how clubs and classes should be handled. *Keep existing* is to be preferred if the import file stems from a previous export. Thus you will not lose additional settings, f.ex. for start list organisation. With *Keep existing*, missing clubs or classes will always be inserted. They will be identified by the club or class number. Possible name conflicts will be bypassed by issuing suitable names. This will be shown in the report of this import.
Time format	Select the time format which is used by your import file. Start and finish times are expected to be in relative event time.
File format	Only CSV is available here.
Export file of a single day event	Currently this option has no meaning in OEScore.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your event data.

Avoid importing a club or class with number 0!

If you are registering the entries using an external software or by a web page, then don't use this import here, but the special entries import function.

See also

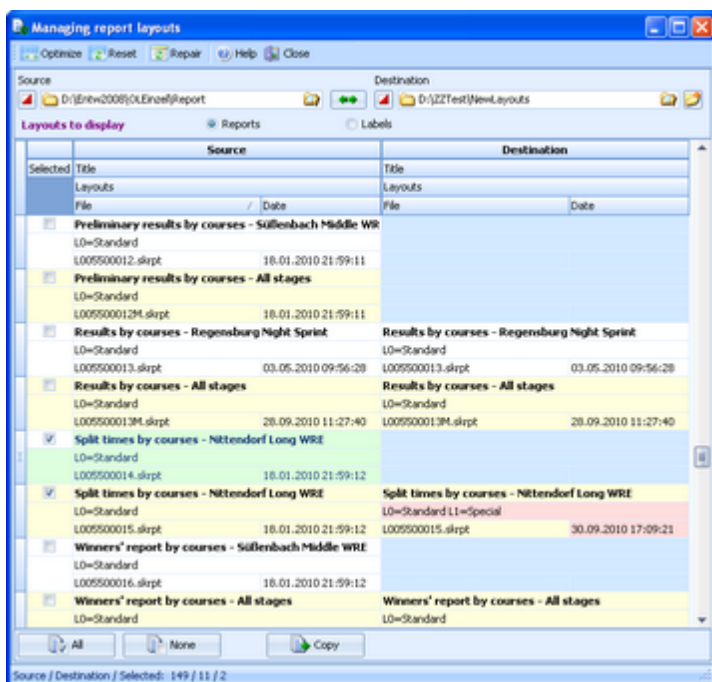Import classes into the event

Import clubs into the event

Export dialog

5.10.3 Report layouts

This is an administration function for report and label layouts. You can use it to *exchange the layouts* with other users or copy them to other clients in the network.

Select the folder with the source layouts and the destination folder. Select **which layouts** you want to copy: *Reports* or *Labels*. The existing layouts in both folders will be displayed.

If a layout does not exist in the destination folder, then this will be highlighted in blue colour. Differences of the file date and the layout names are highlighted in red. Use a suitable sort order to find the interesting layouts quickly. F. ex., if you sort by date, then you can display the last edited layouts on top of the table.

Check the layouts which you want to copy and copy them using the *Copy* button. Use the buttons *All* or *None* to select/deselect all layout files quickly. Observe the status message in the status line.

Use the [icon] button to *switch into the application layout folder* either as the source or as the destination. This is the

\Report subfolder of your application settings folder. With the [icon] button, you can *exchange both folders* to invert the direction for copying.

Notice

Sometimes, you will see the title **--- Missing title**. If all layouts in one of the two columns are showing no title, then you are most likely working on the default layouts folder. **Never touch the default layouts folder** with this function! This may damage the defaults in that way so that you may have to reinstall OEScore.
Background: The default layouts had been copied by the setup into the subfolder *\Default* of your applications installation folder. They don't carry any customized settings, f.ex. no title and no printer settings. If you are displaying a report for the first time, then its layout will be copied into the *\Report* subfolder of your application settings folder. This file will be used to save all your customized settings and especially all your additional self-made layouts. Thus the number of layout files found in the *\Report* folder depends on which reports you had already displayed or which labels you had already printed. Since this function is designed for exchanging your customized layouts, it makes no sense to deal with the default layouts here.

Special functions

Repair missing headers

For some time, there had been a bug with new report layouts. For more details see the Release Notes V.11.0, of 18.9.2014.

Use the *Repair button* to repair those damaged report layouts. The old Standard layouts will get their missing header back from the new *(*New* Standard)* layouts. In the protocol report you see which layouts had been repaired. **Please run this function once to fix all your layouts!**

See also

Application folders

Reports

Report layout editor

Label layout editor

5.11 Archive

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista, Win7 and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones.
If you need more information about this subject, please read carefully the Application folders reference!
For using the archive, this means a special advantage. Since you can define the same archive root folder for all SportSoftware applications, this means *that you can use exactly the same archive* from all SportSoftware applications simultaneously!

The *Archive* main menu topic offers you all functions which are necessary for managing multiple archives.

On starting, OEScore always selects the previously selected archive. Via *Archive - Select*, you can select another archive. See the Select archive reference for more details.

To create a new archive use *Archive - New*. This will display the archive settings dialog, where you can enter the characteristics of the new archive. Look at the Create a new archive reference to learn more.

To edit the archive, means the competitors, club, classes and the settings, use *Archive - Edit*. See the Edit archive reference for more details.

In the course of time old archives, saved archive status, or even test data will enlarge the archive selection list unnecessarily. To delete an archive, use *Archive - Delete*. See the Delete archive reference for more details.

Do not forget backing up your current archive after each session where you had edited it. This is the function *Archive - Backup*. See the Backup archive reference for more details.

If you followed a well thought out backup strategy, you have the chance to restore your archive data in error cases. Use *Archive - Restore* which is described in detail in the Restore archive reference.

Due to faulty network settings or other reasons (you can't imagine what can happen...) you may have got corrupted data. You can try to repair this yourself using *Archive - Repair*. See the Repair archive reference for more details.

Usually, you will create the competitors' archive by an import from an external database. This is done via *Archive - Import*. See the Import archive reference for more details.

Due to the import from a federation database, you may already have a well defined class table template for your events. Then copy this class table from the archive into the event using *Archive- Copy classes* and use this as your starting point. For more details see the Copy classes into the event reference.

Sometimes it may be preferred to Copy the clubs from the archive into the event beforehand: *Archive - Copy clubs*.

OEScore provides a comfortable function to maintain the archive based on event data: *Archive - Update from the event*. This function works perfectly if the event had been computed using the same archive, but it is also easy to use if the archive had not been used in the event. For more details see the Update archive from the event reference.
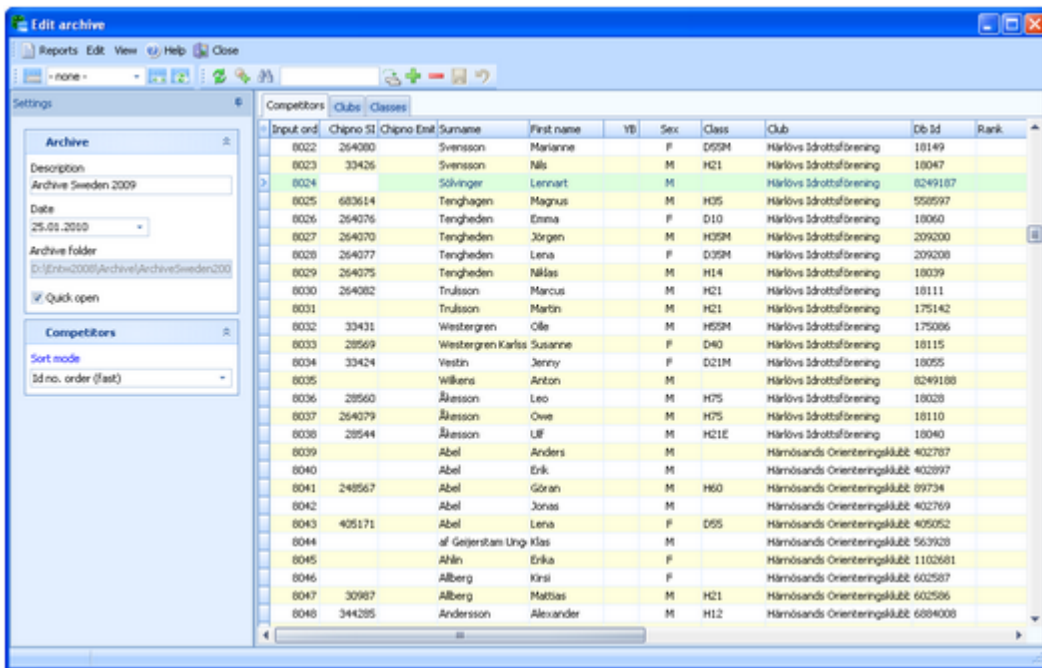
See also
Managing entries - Task based help

5.11.1 Edit archive

Usually, you will create the competitors' archive by an import from an external database. You can maintain the archive, edit, delete and insert competitors.

The Archive form has three grids where you can edit competitors, clubs and classes. Look at the top of the data grid.

If you need more details about editing in the data grid, have a look into the data grid reference.

▬ Customizing the settings

The Settings tab has two paragraphs.

Archive
You can modify the description and the date of the archive. These settings will be displayed in reports, the archive selection dialog and several working forms, f.ex. the entries form.

Quick open   For large archives like the Swedish and Finnish ones, opening it takes too long since the whole database must be read into memory. The Quick open mode is the same quick way of computing like in previous versions of the SportSoftware. However, there are some restrictions with sorting and searching capabilities.
OEScore will remind you to set this if the archive has more than 20000 competitors. Also, the opposite will be reminded: if you have an archive smaller than 20000, you should unselect the Quick open mode. Of course, if your machine is fast enough, you can always use the normal mode.

Competitors
You can define the sort mode for classes and clubs. They can be sorted by their Id numbers (class number or club number) or alphabetically. The latter may be too slow sometimes for large archives. Choosing the Id no. order will optimize the load time of this form.

▬ Editing competitors

Be sure that you are displaying the competitors grid Competitors.

When working on the competitors, please observe the following hints for the columns.

| Class	The class is an optional field here. You have the possibility to assign the class here in the archive and copy it later together with the competitor into the event. As an alternative, you may omit the class. In this case, enter year of birth and sex of the competitor, so that the class can be calculated when the competitor will be inserted into the event from the archive. See also the Entries reference.
	To enter a class, click on the dropdown button in the class field and select one. You can also use the keyboard. Just begin with the first character of the class. Then the class list will popup. Play a bit around what happens if you type further to get a feeling for that. You can also move with the arrow keys in the list and finally enter the class by *Enter*.
	There is an automatic connection between the competitors and the classes grids. You can select a competitor in Edit mode. Then switch to the classes grid. The right class will be preselected so that you can do quick changes to the class.
Club	Entering the club just works in the same way as with the class. However, there is one difference. When adding a new competitor with a new club, you can use the Insert club button to enter this club.
	There is an automatic connection between the competitors and the clubs grids. You can select a competitor in Edit mode. Then switch to the clubs grid. The right club will be preselected so that you can do quick changes to the club.
YB, Sex	Enter the year of birth in the full four-digit format. This may be required for calculations. In the reports the last two digits will be displayed only. See also the description of the class above.
Input order	This number can't be modified since it is filled automatically. You can sort by this column to get just the input order.
Chipno SI, Chipno Emit	**Please do distinguish precisely between these two columns!** When inserting a competitor into the event, the right chip no. will be copied according to the chip system which is used at the event.
Rented	You can use the column Rented to use the archive for *administering a pool of chips which are to be rented* at events. You can indicate such chips by a special "name" and "club".
	If such a chip ("person") will be inserted into the event, then only the chip no. will be copied. All other fields will not be transferred, so that you have to add the real name of the competitor. See also the Entries reference.
Address	You can't edit the address directly in the grid. You have to click on the edit button to display the address dialog. For more details see the Address dialog reference.
Extra fields Num1,2,3	You can use those fields for any purpose. You can define your customized names for those columns in the Extra fields dialog.
Extra fields Text1,2,3	

Using the group by feature

Sometimes you prefer to use the group by feature to get a better overview. You can group by clubs or classes:

Clubs .
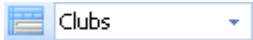
This will change the display of the grid:

Input order	Chipno SI	Surname	First name	YB	Sex	Class	Club /	Id/Club	Db Id
⊞ Alstermo IF									
⊞ Alvesta SOK									
⊞ OK Amne									
⊟ Anderstorps OK									
226	25877	Adolfsson	Veronica	1971	M	D35	Anderstorps OK	22109	1070
227	42659	Berkö	Johan	1972	M		Anderstorps OK	407649	1070
228	25876	Davidsson	Sara	1988	M	D14	Anderstorps OK	22112	1070
229	302614	Dybeck	Sara	1994	M	IN	Anderstorps OK	569495	1070
230	25855	Hedenfeldt	Arne	1941	M	H60	Anderstorps OK	22100	1070
231	25860	Karlsson	Sten	1959	M	H40	Anderstorps OK	90154	1070
232	25863	Kristoffersson	Anders	1965	M	H35	Anderstorps OK	166878	1070
233	25869	Kukkohovi	Sinikka	1949	M	D50	Anderstorps OK	22102	1070
234	25881	Lund	Sven-Erik	1934	M	H65	Anderstorps OK	22107	1070
235	25859	Persson	Ulf	1949	M	H55M	Anderstorps OK	22091	1070
236	302623	Petersson	Rasmus	1994	M	IN	Anderstorps OK	30303	1070
237	42199	Stureson	Maria	1962	M	D45	Anderstorps OK	30298	1070
238	302621	Valtersson	Anna	1994	M		Anderstorps OK	485328	1070
239	25862	Valtersson	Peter	1961	M	H40	Anderstorps OK	22097	1070
240	25857	Wilander	Anders	1954	M	H45	Anderstorps OK	22089	1070
241	25870	Wilander	Ann	1956	M	D45	Anderstorps OK	166889	1070
242	25851	Wilander	Ingvar	1926	M	H75	Anderstorps OK	22094	1070
243	42594	Wilander	Lisa	1989	M		Anderstorps OK	22098	10

You can now expand the club which you want to focus on. Independently of the club sort order, you can sort the competitors by any different column. Grouping by classes works in the same way.

See also the Working form reference.

Editing classes

You can build your own archive classes table as a template for your events. You may do this manually or import the classes from an external database.

See the paragraph above for more information about handling classes with the archive.

Click on the classes tab Classes to display the classes grid.

No /	Short	Long	Start fee	Classified	Sex	Age from
1	D 21E	D 21E	14,00 €	✓	F	21
2	D 21A	D 21A	14,00 €	✓	F	21
3	D 40	D 40	14,00 €	✓	F	40
4	H 21E	H21E	14,00 €	✓	M	19
5	H 21A	H21A	14,00 €	✓	M	19
6	H 40	H 40	14,00 €	✓	M	40

When working on the classes, please observe the following hints for the columns.

No   The class number identifies the class uniquely. In insert mode, this input field will be filled with the next available number as a default. However, to have more flexibility for later additions, you may prefer to enter class numbers in steps of 10. Have a look into the demo archive to get a feeling about suitable class short and long names as well as class

numbers.

A class number must be unique. In addition to the class name, reports can be sorted by this number. Thus you can define a class order of your choice by assigning suitable numbers.

Short, Long	The short name must be unique and should be as short as possible to speed up keying in the entries. Typing two or three letters without blanks is very fast and it will speed up also the selection from the automatic list box. The long name can be more descriptive and longer and include blanks. Short and long names can be used alternatively in reports. Just select what you prefer. In some cases the short name will appear on reports for limited space reasons. Use capital letters for them, so it looks reasonable on the reports.
Start fee	The start fee will be important here if you are using this archive table as a template for your events. It will be copied together with all other columns into the event. ***Currency sign*** OEScore uses the currency sign of your Windows settings. To change it, go to *System Panel-Country settings*. There you can also define the layout of currency amounts, whether the sign should be shown before or behind the value.
Start fee 2	For special purposes, you can define a second start fee, which will also be copied into your event. See also the entries reference.
Sex, Age from, Age to	Enter values for Sex, Age from and/or Age to if you want to calculate the appropriate class of competitors being inserted from the archive. It is sufficient to have Age to only for youngster classes and Age from only for veteran classes. See the Entries reference for more details.
Type 1, Type 2	You can assign a class to two different class types. You can define your own description for these types with the extra fields. Those types provide you additional selections for start list and result reports. To modify a class type, click on the dropdown button in the column ▾ and select one. You can also use the keyboard. Just begin with the first character of the class type. Then the types list will popup. Play a bit around what happens if you type further to get a feeling for that. You can also move with the arrow keys in the list and finally enter the class type by *Enter*. You can define your customized class type names in the Extra fields dialog.
Classified	This column is checked by default which means that in the results the class will be classified by times and places. If you uncheck this, then in the result of this class there will be only a comment whether the competitors did their course correctly. **Note:** In OEScore versions prior to 1.1.2012, this was how the special class type 1 called ***Beginners*** worked. Now this behaviour is independent of any class type according to the semantics of the new IOF XML standard V3 which had been introduced in 2012.

Editing clubs

The clubs grid is mainly designed for doing modifications. Click on the clubs tab `Clubs` to display the clubs grid.

No	City	Cl.name	Nat	Meldung
15	Berlin-Schöneweide	ESV Lok		Klaus Schlittermann, , Güttlander Straße 14, , 125
16	Bernried	WSV		Georg Biller, , , , ,
17	Bielefelder Ski-Club			Günter Brusdeilins, , Hollensiek 2, , 33619, Bielefe
18	Bielefelder TG			Katharina Deuber, , Dürerstr. 44, , 33615, Bielefe
1001	Bierbach	TV 05		Thamar Guggemoos, , , , ,
19	Bottrop	DJK Adler		Dieter Schlaefke, , Geschwister-Scholl-Weg 3, ,

When working on the clubs, please observe the following hints for the columns.

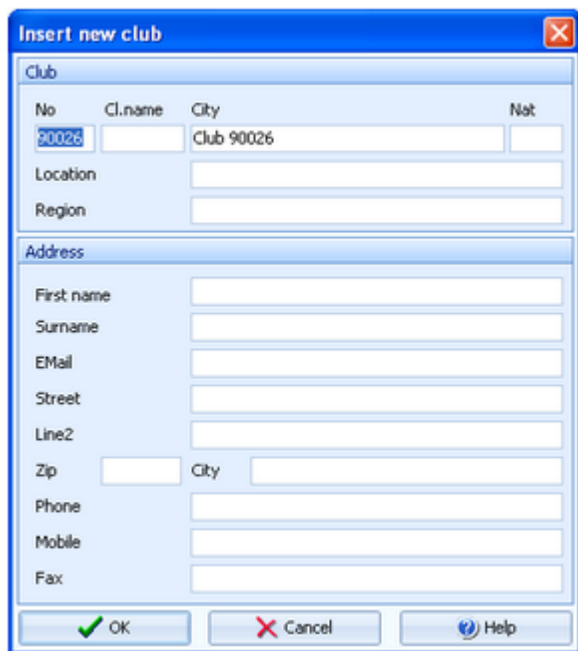|	
No	The club number identifies the club uniquely. In insert mode, this input field will be filled with the next available number as a default. A club number must be unique. Like by other fields, reports can be sorted by this number. Thus you can define a club order of your

	choice by assigning suitable numbers.
City, club name	Editing a club is split into those two fields to allow a reasonable alphabetical sort order by the city which is part of the full club name. In the reports, the full club name will be composed of the club name and the city.
	Examples: In many countries, clubs are written like TuS Mitterteich, TV Coburg-Neuses, TOLF Berlin, etc. Those clubs should be entered with TuS as the club name and Mitterteich as the city and so on. See the (German) demo events. There are also other clubs in which names the city is naturally at the beginning, like Ronneby OK. Those clubs should be entered completely into the city and the name should be left blank. In some countries, it is usual that they don't use full city names at all, but only the abbreviation, like USOC, HAVOK, AIRE, GRAMP, etc. In this case, the abbreviations must be entered into the city field.
Location, Region	Use those columns to allow even more sort orders for clubs in reports. These fields are new in V11, so they may be filled appropriately by new archive imports.
Nation	The nation abbreviation should only be entered for foreign clubs.
Addresses	You can enter up to three addresses per club. You can't edit the addresses directly in the grid. You have to click on the edit button ⋯ to display the address dialog. For more details see the Address dialog reference.
	You can define your own description for these columns with the extra fields.
Num1, Num2, Text1, Text2	There are four additional fields available for numerical or text data. You can define your own description for these columns with the extra fields.

The club dialog

The club dialog will appear if you enter a new club manually together with a new competitor. See also the competitors paragraph.

Enter the fields as described above. Note that in this dialog you can enter the first club address only. If you want to enter more addresses, then you must do this later in the clubs grid.

Special functions

Search next doublet

This function can be found under the *Edit* menu item or you can use the toolbar button 🖳 or the hotkey *F12*. This function searches always in the current sort order. Mostly it will be used to search for multiple chip numbers or database ids.

➖ Reports

There are various reports available in the Edit archive form. The titles should be self-explaining.

There are some special options in the reports which should be explained here.

Time format	The times in the report will be displayed according to this setting.
Names	The names in the report will be displayed according to this setting.
Competitors sorted by	This is available for club and class reports. Within a class/club the competitors will be sorted by the selected field.
Quick selection: type 1 or type 2	This is available for class reports. You can use this to select all classes with the desired class types by checking them. For more information about class types see above.
Quick selection: addresses only	This is available for the reports by competitors. You can use this to select all competitors who have an address entered with a single mouseclick. Note that you have the possibility to sort the selection grid (thus the report output) by zip code and city.
Include addresses	You can select which addresses (1-3) should be included in the club report.
Quick selection: address	In the Addresses of clubs report, you can select which addresses should be selected (1-3).

For general information about reports, see the reports reference.

➖ Exports

CSV export

Most reports can be exported to CSV format. The record structure is given in the header line within the output file (format header). This file has the same structure as the input file required by the archive import. Thus it is possible to export and re-import the archive as often as it is required.

Notice: The CSV file format has been changed from V.10.x to V.11.0!!

XML export

You can export the competitors, classes and clubs reports into the IOF standard with the relevant document type. This is the same format as for the archive XML import.

For more details, see the exports reference.

See also

Managing archives - Task based help
Update archive from the event

5.11.2 Select archive

On starting, OEScore always selects the previously selected archive. If this archive cannot be found, you will get a message when you will attempt to open it, f.ex. in the entries form. This form will then indicate that there is no archive selected. One reason may be that you might have renamed, moved or deleted the archive folder or the archive root folder "from outside".
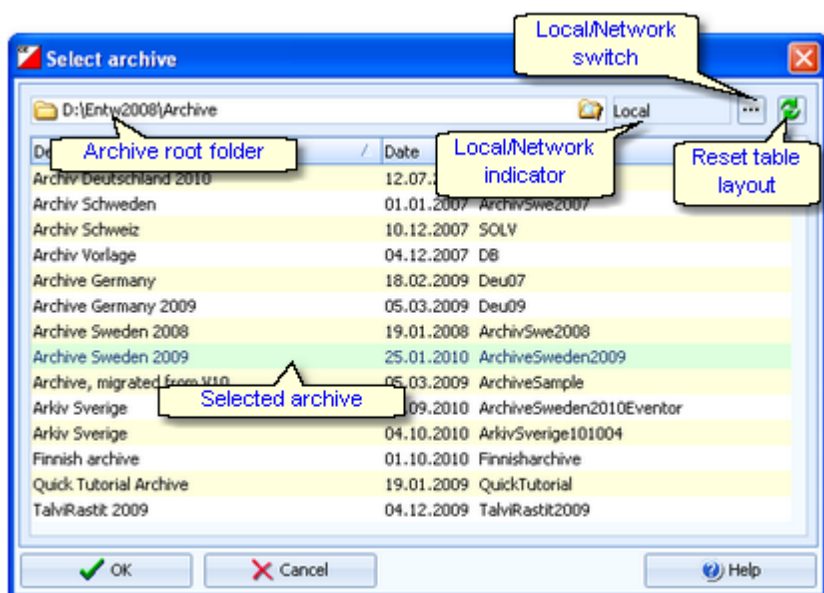
When opened, this dialog displays all the archives which can be found in the current archive root folder.

You can select another archive root folder if necessary. Mostly this will only be used when switching to a network folder which resides on a remote machine and its hard disk. For more details on how to use the folder list box see the List box selectors reference. For more details on the application folders see the Application folders reference.

The indicator field shows you if the archive root folder (and thus the archives shown in the list) is on the local hard disk or via the network on a remote hard disk. With the Local/Network switch you can switch between the last used local and network folders by a single mouseclick. See also the paragraph about Working in a network below.

You can customize the grid layout and sort the table like you prefer. The most useful sort order is by date (which is the default). Use the Reset table layout button to do exactly that. For more details on customizing the layout or sorting the table see the Selection grid reference.

To *highlight* an archive, click on it or move using the arrow keys. To *select* it, doubleclick on it, press Enter or click on *OK*.

Working in a network

Since with V11 we have a new data organisation, working in a network is different to V10 and earlier. Basically you can have the archive root folder on any remote hard disk without any limits. Once you had used a remote folder, OEScore remembers that one in addition to the local archive root folder. That's how the Local/Network switch works.

Of course there are some requirements to be observed when working in a network. Please read carefully the topic Working in a network!

Notice: If you are working with different restricted user accounts, then please first study the Working with restricted user rights chapter.
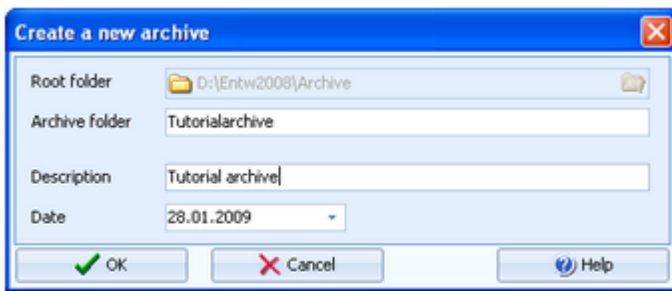
See also

Managing archives - Task based help

Working in a network - Task based help

Working with restricted user rights - Task based help

5.11.3 Create a new archive

When creating a new event, the New archive dialog will be displayed.

You can modify the archive description, the folder and the date. The date format is as predefined in your Windows settings. You can enter it manually or use the calendar popup.
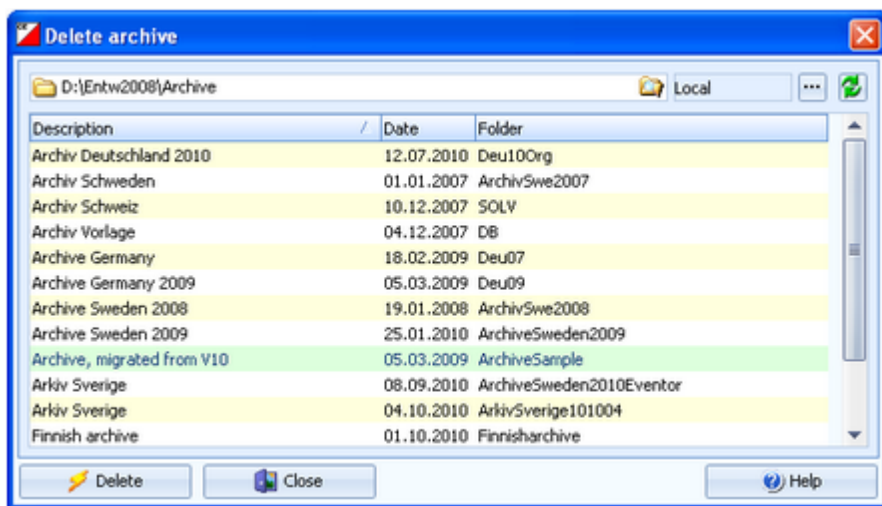

OEScore will switch into this new archive automatically.

See also

Managing archives - Task based help

5.11.4 Delete archive

In the course of time old archives, saved archive status, or even test data will enlarge the archive selection list unnecessarily. To delete an archive, select it from the list and click *Delete*.

Notice: If you are working with different restricted user accounts, then please first study the Working with restricted user rights chapter.

See also

5.11.5 Backup archive

Do not forget backing up your archive after each working session on it. Especially use the backup file to exchange the archive with other users.
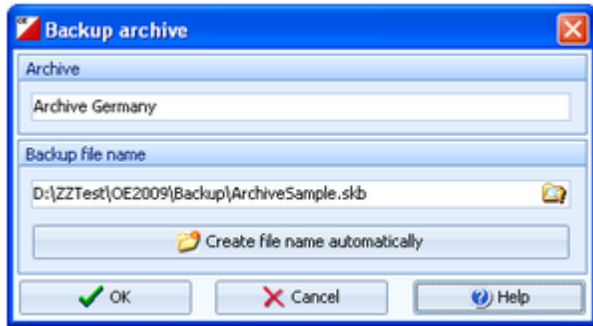
This function saves your archive into a single compressed file of type *.skb*.

Select or edit the backup file name. For more details on how to use the file selector see the File selector reference. It is recommended to backup data to an USB stick or to a remote node in the network.

Use the button **Create file name automatically** to get an appropriate new file name quickly. They are named like *<Archive>_Date_Time.skb*. Those files will be created into the subfolder Backup of your Application settings folder.

See also

5.11.6 Restore archive

With a regular backup, you have the chance to restore your archive data in error cases. However, the main purpose of the restore function is to copy an archive which had been prepared elsewhere (federation) into OEScore.
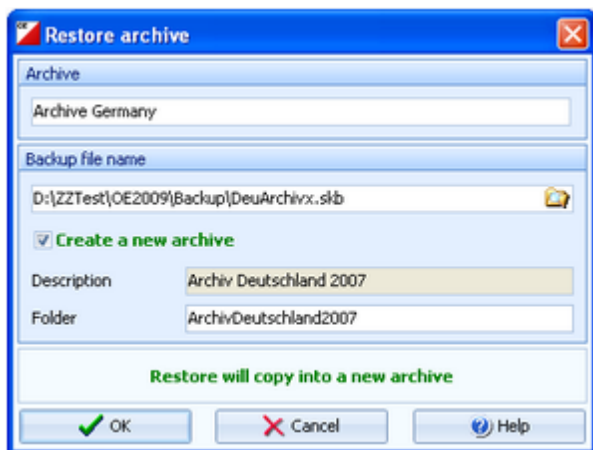
Select the backup file which contains your backup dataset. Normally this should be preset from the previous backup.

If you let Create a new archive checked, then this backup will be copied into a new and empty archive. In this case, you will be able to edit the folder name which had been preset based on the archive description found in the backup set.

If you want to restore the backup **into the current archive**, then just uncheck the option Create a new archive.
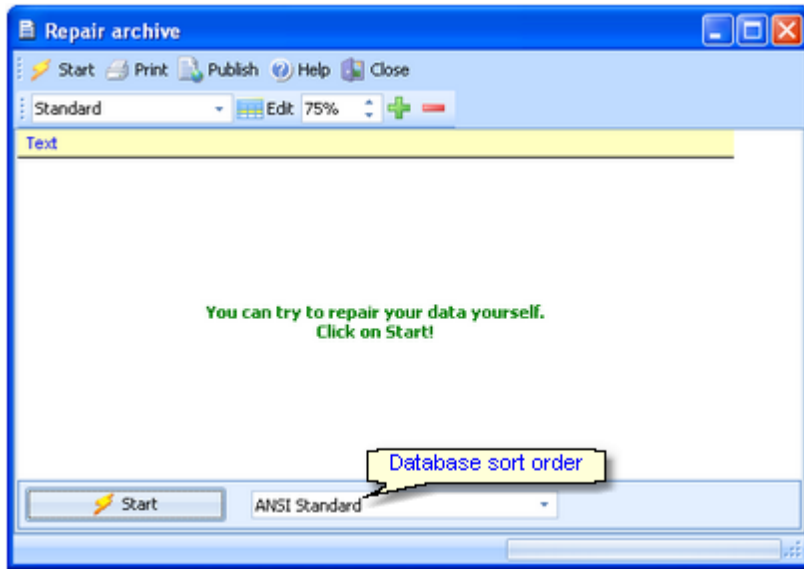
Notice

You can only restore backup files which are really archives. If this is an invalid backup (maybe an event backup) or the file does not exist, then the Description field will display **Backup: invalid file format**.

5.11.7 Repair archive

You can try to repair corrupted data yourself. This may have happened due to faulty network settings. Or you may simply want to change the database sort order.

Click on *Start*. The data will be repaired. Internal structures and file size will be optimized, using the selected database sort order.If you need, you can print the protocol.

Notice

The database sort order is independent of the application language. It defines how the text fields (f.ex. names) are sorted within the archive database. When creating a new archive, the default setting of your Windows configuration will be used. As far as your Windows configuration allows this, you can switch to any foreign sort order here.

Actually this setting is only important for competitors reports where you have the option to sort the competitors by names within the classes or clubs. The sorting in the working grid always uses your Windows default setting which should be the right one.

5.11.8 Imports into the archive

You can import classes, clubs or competitors into the archive, using the appropriate CSV file format or an XML file which follows the IOF standard.

The average user will not have to deal with exports out of and imports into the archive. In most countries there is a ready-to-use archive available which you simply can make available by the Restore archive function.

Nevertheless, importing the archive from centrally provided CSV or XML files is also simple as long as you are only creating a new archive.

Only **maintaining the archive** by exports and imports is **reserved for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the data after some special evaluations or

update procedures.

To get a sample of the right CSV file format, just export the right report. See the detailed sub-topics for more information.

To get the right information about the IOF XML standard formats, have a look at the IOF web site.

Notice

The CSV file formats had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your archive data.

See also

5.11.8.1 Import competitors into the archive

You can import competitors together with classes and clubs into the archive.

The average user will use an import file which had been provided by the federation or another central place. Just select *Clear and create again* and select the right file.

Only **maintaining the archive** by exports and imports is **reserved for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the data after some special evaluations or update procedures, or just provide the right import files for the users in their country.

Competitors	Select the right working mode of the import.
Identify competitors by	Define by which field existing competitors should be identified.
Clubs, Classes	Define how clubs and classes should be handled. *Keep existing* is to be preferred if there were extra clubs and classes imports previously. If the competitor file is the only import file by which you create a new archive, then select *Clear and create again*. With *Keep existing*, missing clubs or classes will always be inserted. They will be identified by the club or class number. Possible name conflicts will be bypassed by issuing suitable names. This will be shown in the report of this import.
File format	Select XML or CSV.

CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export an archive competitors report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *CompetitorList*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

> **The CSV file format had been changed from V.10.x to V.11.0!!**

> If your import file contains errors then this may damage your archive data.

See also

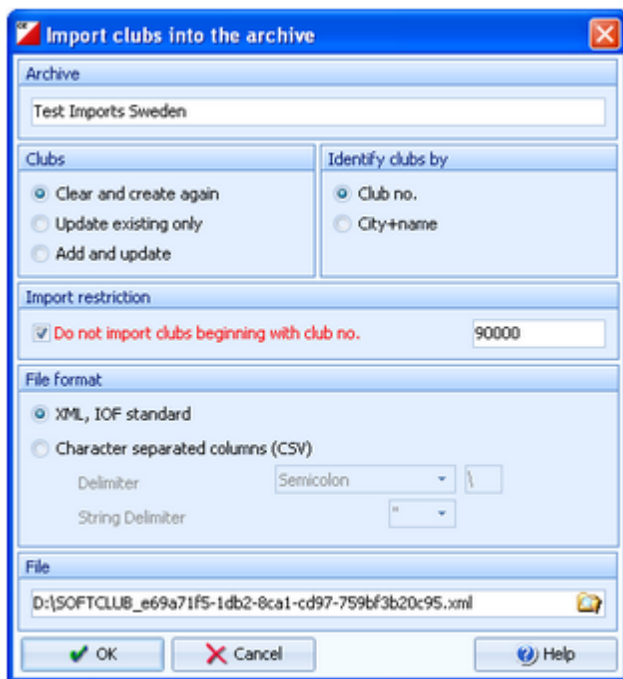> Import clubs into the archive
> Import classes into the archive
> Export dialog

5.11.8.2 Import classes into the archive

You can import classes into the archive.

The average user will use an import file which had been provided by your federation or another central place. Just select *Clear and create again* and select the right file.

Only **maintaining the archive** by exports and imports is **reserved for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the class table after some special evaluations or update procedures, or just provide the right import files for the users in their country.
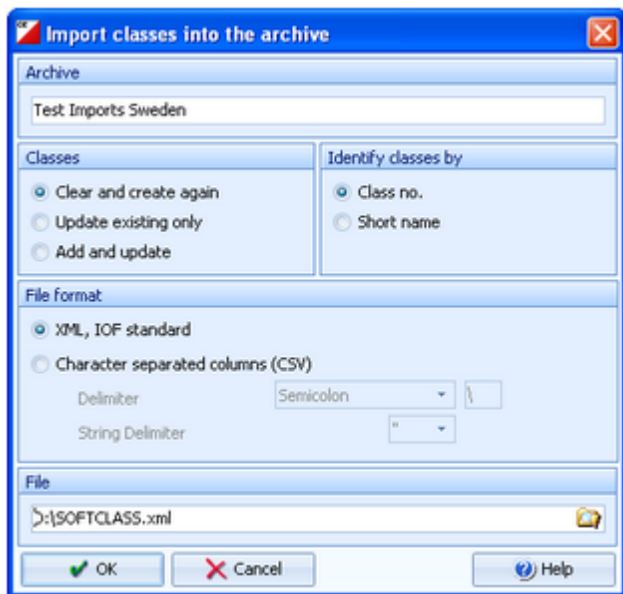
Classes	Select the right working mode of the import.
Identify classes by	Define by which field existing classes should be identified. Obviously the class no. should be preferred.
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export an archive classes report. When editing

	this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *ClassList*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice

The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your archive data.

The XML format may have *created new class types* (class type 1). If this is the case, then you will get a reminder at the bottom of the log report. Since in OEScore the names of the class types are terms which are subject to the language translation, please check out the Extra field names whether this is what you expected and exit this dialog by *OK* to get the new translations working.

See also

Import competitors into the archive

Import clubs into the archive

Copy classes into the event

Export dialog

5.11.8.3 Import clubs into the archive

You can import clubs into the archive.

The average user will use an import file which had been provided by your federation or another central place. Just select *Clear and create again* and select the right file.

Only **maintaining the archive** by exports and imports is **reserved for computer experts only** who have thorough experience with spread sheets. Such persons may export and re-import the club table after some special evaluations or update procedures, or just provide the right import files for the users in their country.

Clubs	Select the right working mode of the import.
Identify clubs by	Define by which field existing clubs should be identified. Obviously the club no. should be preferred.

Import restriction	Some suppliers (web services) of the import file may deliver a file which includes many obsolete clubs. Normally they have club numbers above a special limit. If you check *Do not import clubs beginning with club no.* and enter this limit here, then those clubs will not be imported.
File format	Select XML or CSV.
CSV	The record structure is given in a special header line at the beginning of the file. The first column is always empty, headed by a unique identification of the export file. To get a sample of the right CSV file format, just export an archive clubs report. When editing this export file or creating a new one, be sure to preserve the first (empty) column which identifies this file as the right one for this import.
XML	This import requires the IOF XML format, document type *ClubList (V2.0.3)* or *OrganisationList (V3.0)*. For more information on the IOF XML formats, have a look at the IOF web site.
Delimiter, String delimiter	Normally you can leave the defaults *Semicolon* and *"* here. If the application which created this import file used other delimiters, then set them accordingly.
File name	Select the import file here. See the File selector reference for more details.

The import will create a comprehensive report about itself which will help you to fix possible errors.

Notice
The CSV file format had been changed from V.10.x to V.11.0!!

If your import file contains errors then this may damage your archive data.

See also
Import competitors into the archive

Import classes into the archive

Export dialog

5.11.9 Copy classes into the event

You can copy the class table from the archive into the current event. Most national archives offer a template class table. You can use this as a starting point for the actual class table of your event.

Please make sure to copy only into a new event! If you would copy the classes into an event which was not empty, you may lose classes which had been already referred by some entries, or you may lose start list settings.

This action will create a comprehensive report about itself which will help you to fix possible errors.

See also
Classes

Archive

Import classes into the event

5.11.10 Copy clubs into the event

You can copy the clubs from the archive into the current event.

Please make sure to copy only into a new event! If you would copy the clubs into an event which was not empty, you may lose clubs which had been already referred by some entries or the existing club numbers may point to the wrong clubs. However, there will be no problem if you had entered those entries using the same archive and the option Use archive club numbers.

This action will create a comprehensive report about itself which will help you to fix possible errors.

Notice: Normally, clubs will be inserted automatically with the entries. This ensures that you only have those clubs in your event which had actually entered. Please use this import only if you really need to have all clubs from the archive within your event.

See also
Clubs

Archive

Import clubs into the event

5.11.11 Update archive from the event

Usually, national archives will be maintained by somebody of the federation and you will create the competitors' archive by an import from an external database.

However, for special purposes (f.ex. frequent training events), you can maintain your own (smaller) archive. This function provides you a powerful tool for that. Actually I myself am using it now for maintaining the German national archive.

It is a good practice to have this form open together with the edit archive form and arrange them side by side. So you can do necessary edits or checks quite easily, f.ex. inserting new clubs.

Basically updating the archive consists of 4 steps:

- Validating the club assignments
- Displaying the differences between the event and the archive
- Selecting competitors for the update
- Updating the selected competitors

It is recommended to perform the last two steps in several rounds. See the paragraphs below for more details.

Notice: Please have in mind two basic rules. Inserting new clubs must be done manually in the edit archive form. Also the database ids for new competitors in the archive must be defined in the archive form.

⊟ Step 1: Validating the club assignments

When opening the form, OEScore checks the clubs in the event and tries to assign them to the clubs in the archive. This is easy and straightforward if you had already used the same archive for the event and if you had set set the Copy archive club no. flag for the entries. For more details see the Entries reference. However, this may not be the case. OEScore will detect automatically whether the club numbers from the archive had been used. If this is not the case, then it tries to identify the clubs by the club name and city.

You will be prompted to validate the assignments.
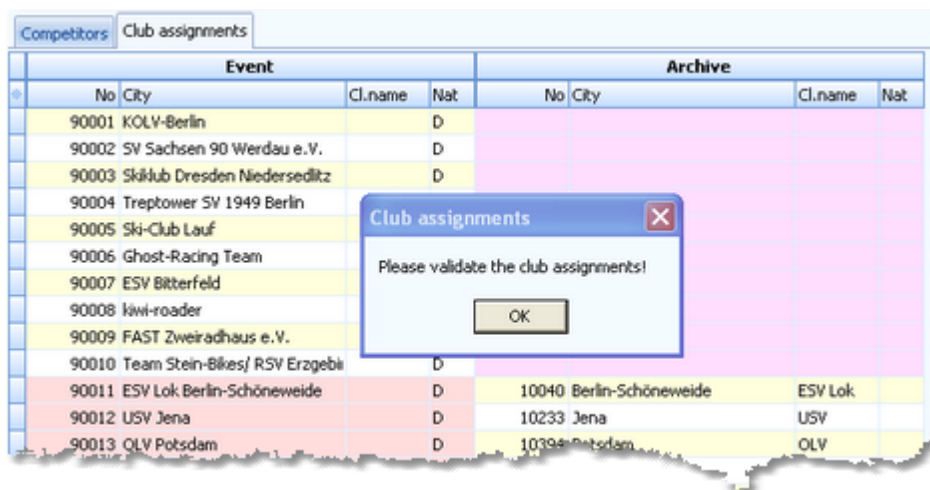
Differences between the event club and its archive assignment are displayed in red colour while missing assignments are shown in purple. In most cases, the club could not be found in the archive because it had been written differently in the event. That's normal if you did not use the archive...

So the next task is to assign all those clubs manually until the really new ones will remain only.
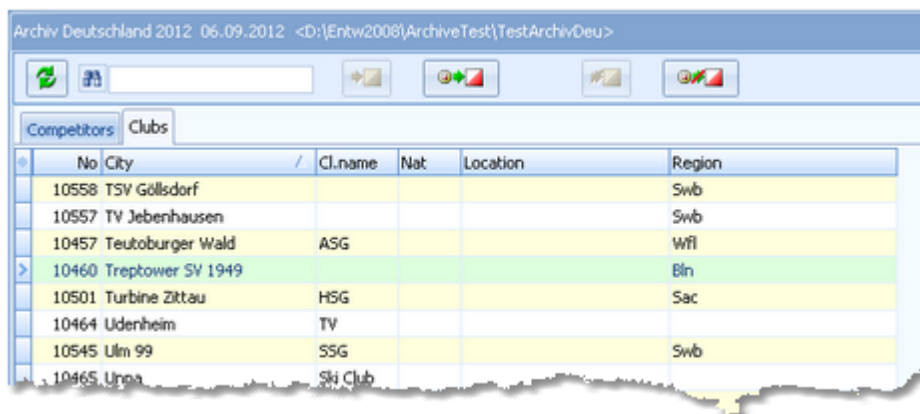
In the upper assignment table, highlight a club whose assignment is missing. Look for the club in the bottom archive table. If you found it, then click the *Assign club* button or *doubleclick* the club in the archive.

If you need to clear a previous assignment, highlight the club in the upper table and click the *Clear club assignment* button or press the *Del* key.

Finally, the remaining unassigned clubs should be those which are actually new for the archive. Now you should switch into the Edit archive form and enter them there. Please take care of assigning appropriate club numbers. Look into the Edit archive reference if necessary.

After that, refresh the archive table at the bottom and assign the new clubs. At the end, you should only leave those clubs unassigned which should definitely not be entered into the archive, f.ex. foreign clubs at an international competition.

Notice: You can use any sort order and customize the layout as usual. However, hiding and resizing the columns is possible in the left event table only. The columns of the right archive table will be adjusted automatically so that you get the best overview. You can also arrange the columns in two lines for each record.

Step 2: Displaying the differences between the event and the archive
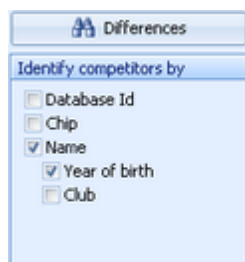
Select the right fields by which you want to identify the competitors. If the entries had been done using this archive, then select Database Id, otherwise Name and Year of birth will be the right choice. The priorities are given by the order of the items. Always the most propable competitor will be assigned. F.ex., if you had selected database id and name, and there is only a single competitor with the right database id but another name in the archive, then this one will be assigned. Click on the *Differences* button.

At the left, you see a summary of the differences.

Not definite in the archive means both those who can't be determined uniquely from the archive and those where the club is not assigned to an archive club (see the above paragraph).

Differences	
Total	343
Not definite in the archive	149
Not in the archive	58
Chip	113
Name	0
Year of birth	6
Sex	2
Club	27
Address	0

		Event				Archive			
Selected	Surname		First name	YB	Sex	Surname	First name	YB	Sex
Input order	Club		Db Id		Chip	Club	Db Id		Chip
☐	Halluard		André	1950	M	--- Club not found in the archive			
2253	Erstein FRA, ASOP		1396894						
☐	Hartenstein		Astrid	1987	F				
2282	Dresden, USV TU		2008964						
☑	Hartmann		Meike	1974	F	Hartmann	Meike	1974	F
2186	Horn, TGV				231995	Horn, TGV	100901		
☐	Heiselbetz		Markus	1996	M	Heiselbetz	Markus	1996	M
2098	Lübbecke, TuS				500937	Lübbecke, TUS	100946		4873
☐	Hellmann		René	1963	M	--- No definite assignment possible			
2292	Dresden, USV TU		2000173						
☐	Hennseler		Theo		M				

Only those competitors with differences to the archive or those who are not in the archive will be displayed. Differences to the archive are displayed in red colour and missing assignments are shown in purple. Indefinite assignments are shown in blue, also those whose club has no assignment in the clubs table.

Notice: You can use any sort order and customize the layout as usual. However, hiding and resizing the columns is possible in the left event table only. The columns of the right archive table will be adjusted automatically so that you get the best overview. You can also arrange the columns in two lines for each record.

If a competitor has a rented chip, then he will be displayed without this chip no, since he should not be assigned to this chip in the archive.

Step 3: Selecting competitors for the update

✔ Select
Quick selection
◉ All
○ None
○ Modifications only
○ New inserts only
Selected   1

Select the competitors whom you want to update in the archive. Use one of the quick selection possibilities and/or select or deselect competitors individually. It is recommended to work in several rounds, see the *How to* paragraph at the bottom.

Step 4: Updating the selected competitors

📇 Update archive
Update these columns
☑ Chip
☐ Name
☑ Year of birth
☐ Sex
☑ Club
☑ Address

First check the columns which you want to update and then click on the *Update archive* button. The table of competitors will be updated automatically. You may check the numbers given in the summary before and after this task to get an idea whether everything worked as expected.

Be careful with updating names and sex! Most likely they are wrong in the event and not in the archive. That's why they are not selected by default.

The selection is not valid for new inserts into the archive, since all details of those competitors will be copied in this case.

The database id must be maintained in the archive table directly.

How to work effectively

For an effective working, you will have to repeat the steps 3 and 4 several times with different goals. Every loop will

reduce the number of competitors in the table of differences until there will be no one left in the best case. Try using different sort orders which help you in the best way.

If you had used the archive for the event, first use the database id for identification. For the remaining competitors, try identifying them by name or chip.

1. **Check the Club not founds**

   If a competitor is marked in blue with this message, then this means that his club is not assigned to an archive club. Check out all those clubs as given under step 1 above. After that, refresh the competitors table using the *Differences* button.

2. **Update the existing competitors**

   Quick select *Modifications only*. Scroll through the table and verify all differences displayed in red whether this should be written into the archive. If you are unsure for a certain competitor, deselect him for now. Mostly there will be new chip numbers or club changes. Perform the update.

3. **Check out name changes**

   There may be changes of names because of marriage f.ex. This step is only important if you are not using the database id. You can try to find such competitors by identifying them by the chip number. You will easily see if there is such a case among the competitors displayed. Just select each of them manually and update him individually. Don't forget to select the *Update name* option for this step only.

4. **Insert competitors not found in the archive**

   If necessary, set the identifying criterium back to name and display the differences.

   Those competitors displayed in purple can actually be new for the archive but most likely they are not found there because their names are written wrongly in the event. Look in the archive competitors table for the competitor and assign him manually using the *Assign competitor* button or by *doubleclick*. Also check out the blue ones for the right archive person.

   Finally, there should remain those unassigned who really must be inserted into the archive. Quick select them using the option *New inserts only*. Scroll through the table to verify the selections. If you are sure for the changes of competitors whom you had assigned manually, select them manually. Perform the update.

5. **Work on all remaining competitors individually**

   Try to find out what is the matter with the remaining competitors. Again, there may be those not identified from step 4 (since your manual assignment had been reset). Just check out all the others. If this would be the better choice, edit them in the archive directly.

6. **Add the database ids in the archive**

   In the edit archive form, sort the table by input order. At the end, you will see the new inserts without a database id. Enter appropriate database ids manually.

See also

Managing archives - Task based help

Edit archive

5.12 Settings

There are several application-wide settings which can be defined under the *Settings* main menu item.
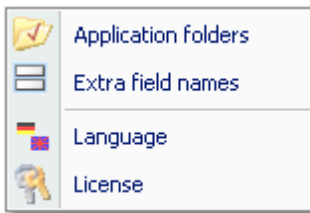
All settings items in this menu are quite self-explaining.

Just browse through this section using the browse buttons at the top. For reference purposes, you can use the table of contents as an index. Just pick out the setting you need more information about and look there.

5.12.1 Application folders

Differently to previous SportSoftware versions, the SportSoftware V11 has a **new data organisation** which follows the standard which is defined by Windows XP, Vista and newer Windows versions. Basically this means that the application settings like report layouts, the event data and also the archive data must not be saved in subfolders of the installation folder (like it had been the case with SportSoftware V10 and older). Instead, since Windows XP there are special user folders designed for that. With the SportSoftware V11, you can use predefined folder sets or define your own ones. This is the task of this dialog.

Application installation	This shows the folder where OEScore is installed.
Application settings	This is the folder where all application settings will be saved. This includes Ini files for the forms, report layouts, label layouts and more.
Events	This is the event root folder. This means, all events will be saved in subfolders there, so that you are able to see them all in the selection list.
	This folder can also be changed when selecting another event. See the Select event reference. You can also enter a folder in the network here. See the Working in a network - Task based help for more details.
Archives	This is the archive root folder. This means, all archives will be saved in subfolders there, so that you are able to see them all in the selection list. Enter a folder here which is neutral to all SportSoftware applications, so that you can use the same archive from different SportSoftware applications simultaneously.
	This folder can also be changed when selecting another archive. See the Select archive reference. You can also enter a folder in the network here. See the Working in a network - Task based help for more details.

You can define the folders freely like you want to have them. **Caution:** Do not use a subfolder of *C:\Programs* here!

For your convenience, OEScore offers three quick settings which can be selected in the Quick customization box.

SportSoftware Standard	This is the default setting.

	Application settings	C:\SportSoftware\OEScore
	Events	C:\SportSoftware\OEScore\EventData
	Archives	C:\SportSoftware\ArchiveData
Windows Standard	This is the setting like Windows would define this by default.	
	Application settings	C:\Documents and Settings\All Users\Application data\SportSoftware\OEScore
	Events	C:\Documents and Settings\All Users\Application data\SportSoftware\OEScore\EventData
	Archives	C:\Documents and Settings\All Users\Application data\SportSoftware\ArchiveData
Subfolders of the application installation folder	**Notice:** Only use this option if you did *NOT* install into *C:\Programs\...* !	
	Application settings	*<Application installation folder>*
	Events	*<Application installation folder>*\EventData
	Archives	*<Application installation folder>*\ArchiveData

Select one of the options and then click on *Create folders* to create them and display them in the dialog. Save this with *OK*.

Notice:

You can change any of the folders (individually) at any time.

If you change the settings folder then you will be asked how to handle the settings.
Choose *Use the settings from the new folder* if you want to maintain several different application settings pools.
Choose *Keep current application settings* if you want to copy the current settings into the new folder.
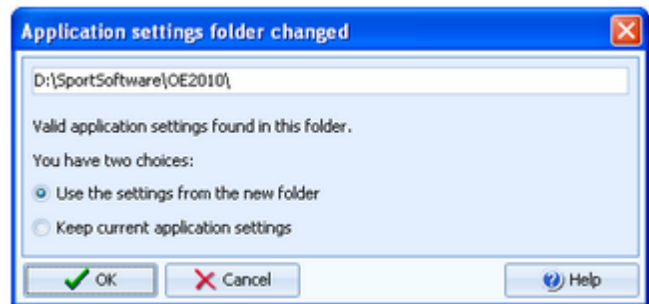
If you change the event root folder or the archive root folder, then nothing will be copied. This allows you to maintain multiple event lists and multiple archive lists for special purposes.

If you are working with different restricted user accounts, then please first study the Working with restricted user rights chapter.

See also

Managing events - Task based help

Managing archives - Task based help

Working in a network - Task based help

Migrating events from V.10.3 - Task based help

Select event

Select archive

Folder selector

Working with restricted user rights - Task based help

5.12.2 Extra fields

You can define your own names for the extra fields.

Extra fields are free definable fields. You can use them for any purpose. Define here the descriptions of the extra fields. Those will be used everywhere within the application. This applies also to the reports. Please check a suitable report whether your description fits into the available space.

In addition to those extra fields, you can also apply your own descriptions for the various class type values. See also the Classes reference. If an archive class import imported the class types, then please check them out if they are reasonable.

Notice:

A description given here overwrites any language translation. In some special applications (e.g. Smålandskavlen), some of the extra fields are preassigned for special purposes.

5.12.3 Language

You can switch the language at any time.
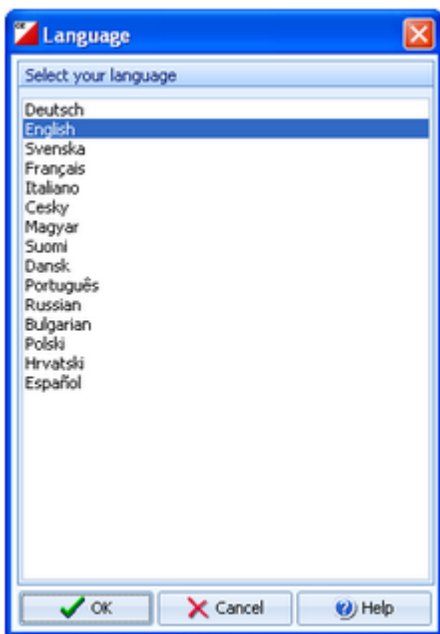
If there is a translated help file for the language, then this will be selected, otherwise you will be asked to check if one is available from *SportSoftware online*. If this is not the case (or you did not download it), then the English help will be used.

Notice

You can also download the help file in your language manually from the ⬚SportSoftware V11 download page. Copy it into your application installation folder and reselect your language afterwards.

If the application does not support your language yet, please contact the author. He will provide you his powerful Multi Language Manager, by which you can translate the application yourself.

See also

> Check for updates

5.12.4 License

OEScore comes in different editions. See How to buy OEScore for more details.

You can enter and validate your serial number here.
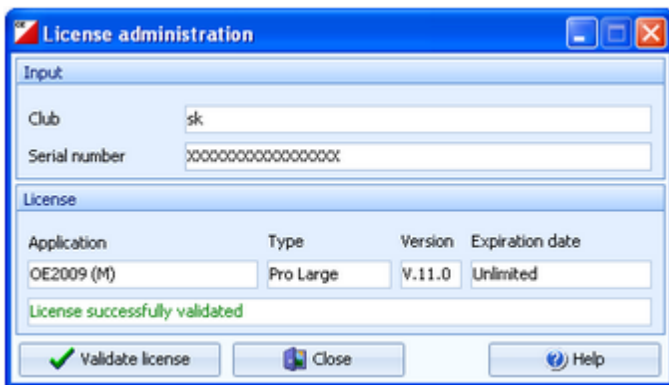
Enter your club and the serial number. Click on *Validate license*. This will show the license details in the License box. If the serial number is invalid, you will get an error message.

If you close this dialog without a valid serial number, then the application will work in trial mode.

See also

> How to buy OEScore

5.13 Common Dialogs

There are several common dialogs which can be invoked from many forms. So they will be explained in this section.

Just browse through this section using the browse buttons at the top. For reference purposes, you can use the table of contents as an index. Just pick out the topic you need more information and look there.

5.13.1 Check for updates

You find this menu item in the main menu under the *Help* submenu.

First OEScore tries to connect to *SportSoftware online* and to recall the information about available updates from there. Then it displays them in a list.
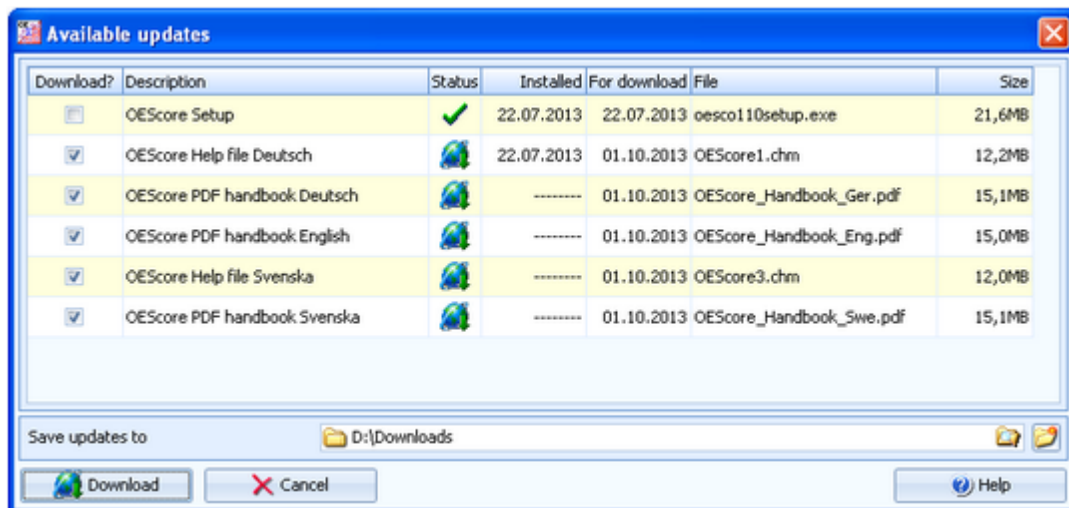
The files available on *SportSoftware online* are checked against what is installed locally on the PC. Every download which appears to be already installed locally, will be marked with status OK ✔ while the others will get the status to be downloaded . The check marks in the Download? column will be preset accordingly. However, this is only the preselection done by OEScore. You are free to select/deselect any download manually.

Click on the *Download* button to start the downloads. The files will be saved into the folder which you had entered into the field Save updates to. **Notice:** This folder **must not be a system folder** like *C:\programs\...*! It must be a private folder with full access rights.

After the download, the help files and the PDF handbooks will be *copied into your application installation folder*. OEScore will insert a *shortcut for the PDF handbooks* into the SportSoftware start menu. **Notice:** For this step, OEScore launches a small application called *SKUpdater.exe*. You will be asked by the User account control (UAC) of Windows Vista/7/8 to *allow to elevate to admin rights*, so that these actions can be performed.

Besides this manual check, OEScore does automatic checks for updates in the following cases:

1. On application startup, if OEScore detects that its Exe file is older than 3 months. This check will happen only once a month.

2. When selecting another language and OEScore detects that either there is no help file available for this language or it appears to be outdated.

See also
Language

5.13.2 Handling the chip system devices

In every form which works with chip system devices, you will find the *chip system toolbar* and a menu item Chip system which offers the same buttons.
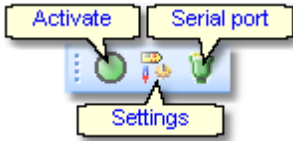
The *Activate device* button initializes the device. In most cases, OEScore sends some initialization commands to the device by which it tests whether the device is connected and has the right port settings. There may also be some possibility to identify the device.

This will turn the Device status LED in the status bar to the right colour:

🟢 Ready

🟣 Busy

🔴 Off or not available (not ready)

There are some devices which don't support such commands at all like the Emit 250 reader. In this case the device status will simply be switched to Ready.

The *Chip system settings* button opens the Sportident settings dialog or the Emit settings dialog. There you can define how the chip system should be used in your event. See the SportIdent settings reference or the Emit settings reference for more information.

The *Serial port settings* button opens the Serial port settings dialog.

See also

SportIdent settings

Emit settings

Serial port settings

5.13.3 Serial port settings

The chip system device has to be connected to an available serial or USB port.
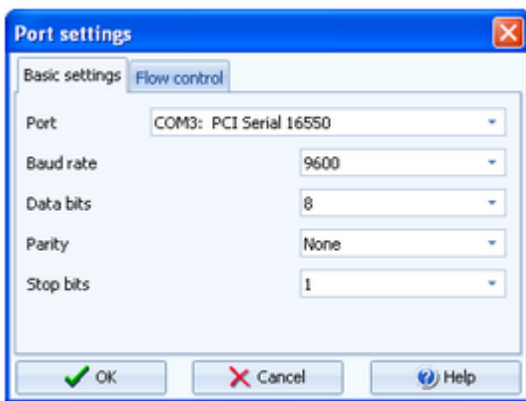
Select the right COM port. **Notice:** USB converters, the driver for the SportIdent USB stations and the driver for the Emit USB devices will install virtual COM ports on your machine. You will recognize them easily in the COM port list.

See the following table for recommended settings.

SportIdent stations BSF6 and older	4800bps, 8 data bits, no parity, 1 stop bit
SportIdent stations BSF7 and newer, also USB	38400bps, 8 data bits, no parity, 1 stop bit If this seems not to work, then try 4800bps. Not all stations are shipped with the same presettings.
Emit 250 Reader, Emit MTR	9600bps, 8 data bits, no parity, 1 stop bit
Emit RTR, Emit ETR	Using in Read chips: 4800bps, 8 data bits, no parity, 1 stop bit Using in Time taking: 1200bps, 8 data bits, no parity, 1 stop bit
Emit ECU/MTR5, ETS/ECB	115200bps, 8 data bits, no parity, 1 stop bit

MicroGate REI2	38400bps, 8 data bits, no parity, 1 stop bit
MicroGate RaceTimer2	2400bps, 8 data bits, no parity, 1 stop bit
ALGE TdC8000, Timy	You can set the speed to 2400, 4800, 9600, 19200 bps. This must match the setting of the device. Additionally 8 data bits, no parity, 1 stop bit.
ALGE S3	2400bps, 7 data bits, no parity, 2 stop bits
ALGE S4	2400bps, 8 data bits, no parity, 1 stop bit

With SportIdent devices, OEScore will find the right speed automatically. So just change the COM port when selecting another device at a different port.

The Flow control settings are not important here and should ALWAYS be left at their default values.

Hardware flow	None
Software flow	None
DTR control	Off
Device check	No

If you encounter any problems connecting a device to your PC, please <u>contact the author</u>.

See also

> <u>Handling the chip system devices</u>
>
> <u>SportIdent settings</u>
>
> <u>Emit settings</u>

5.13.4 SportIdent settings

In the SportIdent settings dialog you define how to use SportIdent in the event.
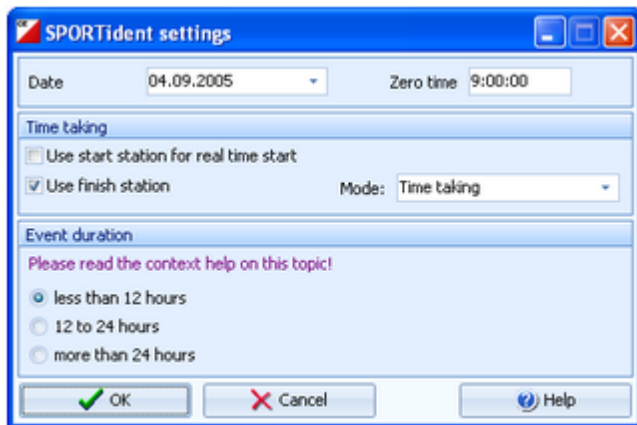
Note: in this topic, the term *SICard6* means all SportIdent chips of the type *SICard6 and higher or newer*.

Date	The date will become important if you are using SICard6 **and** will have an event duration of more than 24 hours.
Zero time	SI station clocks had been set to the current clock time before the event. Each SI station writes its clock time to the SI card on punching. To ensure correct punching time calculation (not to forget punched start or finish times), you have to update the zero time to the actual value, f.ex. after a start delay. It is recommended to do this before reading the first SI card. Thus, result sheets will be correct from the beginning on. However, there will be no problem to change this later. The application will adjust all times automatically. For more details see the <u>Evaluate chips reference</u>.

With SportIdent, you have several choices how to perform the **time taking** at your event.

Use start station for real time start	You can use a SI station at the start. Competitors have to punch this station when going off. If you select this option, the usual (predrawn) start time will be replaced by the punched one on reading the chip. The running time will be calculated using this real start time. This is the preferred method to organise small events without predrawn start times.
	If you have a mixed competition with direct classes punching the start and all the other classes with predrawn start times, then *check* this option. OEScore will take the start punch if one is found, otherwise the predrawn start time. **Notice:** This requires that **predrawn starters must not punch the start**!
	For more information see the Read chips reference.
Use finish station	You may place a SI station on the finish line or in the finish chute for several purposes.
Time taking	Competitors punch the SI station (placed on the finish line) which provides their finish time. This is the default and most used method when using an electronic punching system. There are only a few competitions on World Elite level and some sprints where this may be not applicable. For those, other time taking procedures are defined by the rules. For more information see the Time taking reference.
Run in order	Competitors punch the station as described above. It is located after the finish line in the chute. The punched time will be saved on reading but not used as the finish time. The latter has to be delivered by an extra (traditional) time taking system. For more information see the Time taking reference.

Define the **event duration**. This does not mean the overall duration of the whole event but the maximum time which is expected for a single competitor. According to this setting, the data stored on the SICard5 and the SICard6 will be computed in different ways.

The reason are the different time formats which are used to save the times on the chips. The SICard5 saves the times in 12h format only. SICard6 uses a 24h format, together with a day information which allows a maximum event duration of 28 days.

Less than 12 hours	SICard5: The finish time will be adjusted when rolling over 12:00 or 24:00. This applies to the punch times also, but all of them must be earlier than the finish time.
	SICard6: The finish time will be adjusted when rolling over 24:00. This applies to the punch times also, but all of them must be earlier than the finish time. The day information will not be computed.
12 to 24 hours	SICard5: Every single punch time will be adjusted when rolling over 12:00 or 24:00. There is a tolerance of 30min (to exclude faulty stations). The finish time is computed as the last punch time.
	SICard6: The finish time will be adjusted when rolling over 24:00. This applies to the punch times also, but all of them must be earlier than the finish time. The day information will not be computed.
More than 24 hours	SICard5: Every single punch time will be adjusted when rolling over 12:00 or 24:00. There is a tolerance of 30min (to exclude faulty stations). The finish time is computed as the last punch time.
	SICard6: The day information will be computed for all punch times and the finish time.

Notice: The punch times will always be saved to the database in the original state. Thus you can change the event duration at any time, and the SportSoftware will compute the times automatically in the right way, according to the description above.

See also

Handling the chip system devices

Serial port settings

Emit settings

Read chips

Evaluate chips

Time taking

5.13.5 Emit settings

In the Emit settings dialog you define how to use Emit in the event.
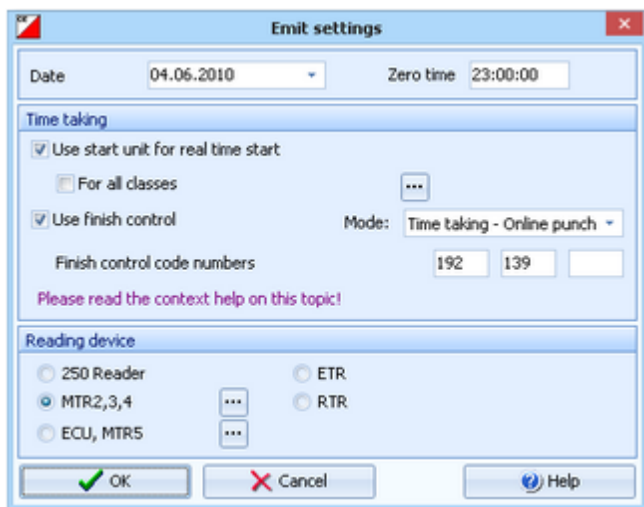
Date	The date does actually play no role for the Emit chip system.
Zero time	Since the Emit ecard does not carry a clock time, the correct punch time calculations depend on the reading PC's clock time and the zero time. If you are using predrawn start times, this is the basis to get correct race results at all. To ensure correct punch time calculation, you have to update the zero time to the actual value, f.ex. after a start delay. It is recommended to do this before reading the first chip. Thus, result sheets will be correct from the beginning on. However, there will be no problem to change this later. The application will adjust all times automatically. For more details see the Evaluate chips reference.

With Emit, you have several choices how to perform the **time taking** at your event.

Use start unit for real time start	The time runs from the moment when the runner lifts his ecard off the start unit. If you select this option, the usual (predrawn) start time will be replaced by the punched one on reading the ecard. The running time will be calculated using this real start time. This is the preferred method to organise small events without predrawn start times. For more information see the Read chips reference.
For all classes	Uncheck this option only if some classes do have predrawn start times and the others not. In this case, you have to define the classes which shall use the start punch. See the paragraph about Selecting classes for the start punch below.
Use finish control	You may place one ore more controls on the finish line or in the finish chute for several purposes.
Time taking - Read punch from chip	Competitors punch the control (placed on the finish line) which provides their finish time. This is the default and most used method when using an electronic punching system. However, since every single Emit ECard carries its own time, for championships the Online punch method may be used, see below. There are only a few competitions on World Elite level and some sprints where this may be not applicable. For those, other time taking procedures are defined by the rules. For more information see the Time taking reference.
Run in order	Competitors punch the control as described above. It is located after the finish line in the chute. The punched time will be saved on reading but not used as the finish time. The latter has to be delivered by an extra (traditional) time taking system. For more information see the Time taking reference.
Time taking - Online punch	The finish control is used as an online control which is connected to a time taking window. When the PC gets notified about the punch, then the official finish time will be taken from the PC clock.
Finish control code numbers	You can enter up to 3 control code numbers of the finish controls. However, it is always recommended to have the same code on all finish controls.
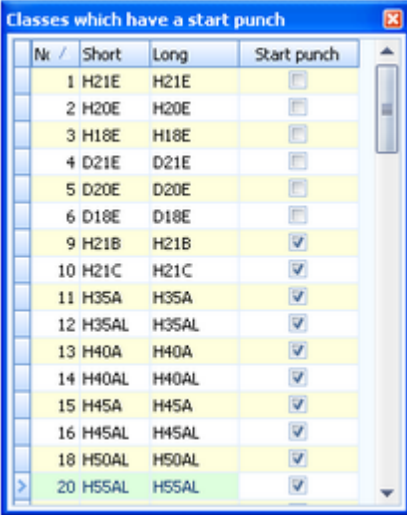
At the bottom, select the **Reading device**. All possible Emit devices are supported: 250 Reader, MTR2,3,4, ETR and RTR for the ECard, as well as ECU and MTR5 for the touch-free EmiTag chips. Since Emit has well defined serial port settings for each type, they will be set automatically. However, you must adjust the port number manually if this is necessary. See the Serial port settings reference for more information.

If you are using the MTR, OEScore provides some functions to prepare this device properly. See the paragraph about Setting the MTR below.

⊟ Selecting classes for the start punch

If you don't have the start punch for all classes, then click on the button ⋯ which will display a list of all classes.

N⍢	Short	Long	Start punch
1	H21E	H21E	☐
2	H20E	H20E	☐
3	H18E	H18E	☐
4	D21E	D21E	☐
5	D20E	D20E	☐
6	D18E	D18E	☐
9	H21B	H21B	☑
10	H21C	H21C	☑
11	H35A	H35A	☑
12	H35AL	H35AL	☑
13	H40A	H40A	☑
14	H40AL	H40AL	☑
15	H45A	H45A	☑
16	H45AL	H45AL	☑
18	H50AL	H50AL	☑
20	H55AL	H55AL	☑

Check the start punch for all classes which have it.

⊟ Setting the MTR

With MTR there is meant MTR2,3,4 which work together with the ECard. MTR5 is a device which has a different protocol and a different dialog, see the next paragraph.

With the button *MTR: Set clock…* you can invoke a dialog where you can transfer the PC clock time to the MTR and clear its backup memory.

Set Emit MTR

MTR status

Ser.-No.	14559	📄 Read
Battery		
Chips	0	
PC clock time	26.03.2010 09:35:57 ,359	🔌 COM port
MTR clock time	26.03.2010 09:35:57	COM13: 9600

Maintenance functions

✅ Set time	📄 Clear	❓ Help
		🖥 Close
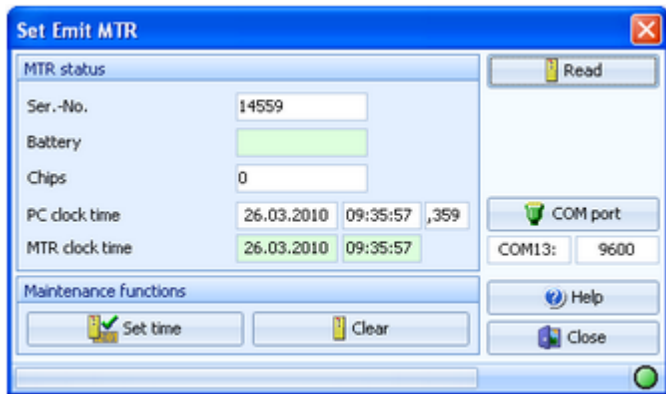
The MTR status is displayed automatically. If reading the status did not work automatically, then fix this (is MTR on? etc.) and try again using the *Read* button. Use the maintenance functions to prepare your MTR for the event.

COM port	This invokes the Serial port settings dialog. Select the right port. The speed in bps should be preset automatically.
Clear	Clears the backup memory.
Set time	The MTR clock time is checked against the PC clock time when its properties are read. The result will be displayed in green or red colour. If necessary, you can set the MTR clock time.

| PC clock time | 26.03.2010 | 09:42:51 | ,359 |
| MTR clock time | 26.03.2010 | 09:42:51 | |

Notice: the MTR must always carry the official competition time! You could also set it manually on the device. However, it is more convenient first to set the PC clock and then the MTR by this function.

Setting the ECU/MTR5

ECU and MTR5 are the reading devices for the touch-free EmiTag chips.

With the button *EmiTag: Set clock...* you can invoke a dialog where you can transfer the PC clock time to the ECU/MTR5, set the code number and clear its backup memory.
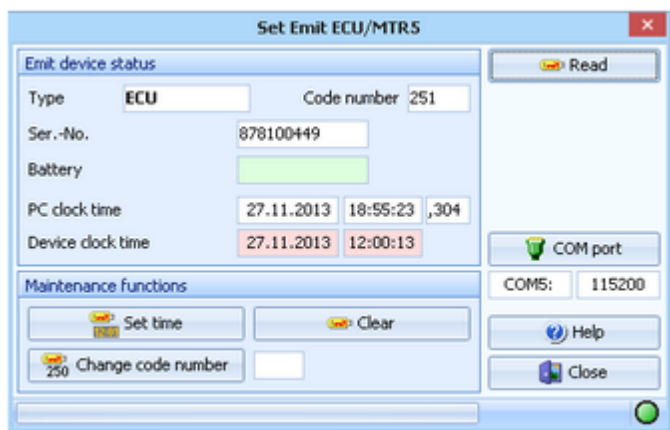
The ECU/MTR5 status is displayed automatically. If reading the status did not work automatically, then fix this (is MTR5 on?, ECU connected, etc.) and try again using the **Read** button. Use the maintenance functions to prepare your ECU/MTR5 for the event.

COM port   This invokes the Serial port settings dialog. Select the right port. The speed in bps should be preset automatically.

Clear   Clears the backup memory.

Set time   The ECU/MTR5 clock time is checked against the PC clock time when its properties are read. The result will be displayed in green or red colour. If necessary, you can set the ECU/MTR5 clock time.

| PC clock time | 27.11.2013 | 18:55:23 | ,304 |
| Device clock time | 27.11.2013 | 12:00:13 | |

Notice: The ECU clock will always be started at 12:00 o'clock when it is connected to the PC. Thus for reading the EmiTag chips in the finish, always the PC clock will be used. The same applies to MTR5. See also the Read chips reference.

Change code number   For ECU/MTR5, the code number has a special meaning. It defines how the chip reading process behaves. For use with OEScore, the code number must be set to 250-253. Emit also defines numbers of 240-243, but this can't be used with OEScore. In the read chips window, OEScore checks the number and sets it to a useful one automatically.

See also

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Stephan Krämer

Stephan Krämer is the owner, programmer and distributor of the SportSoftware.

Being a professional software engineer and a passionate orienteer, he had committed himself to writing software to help organising O events since the late 70ies during his study. As one of Germany's top O organisers, he implemented (and still does so) all his know how into the SportSoftware.

In 1986, he won the first price of the IOF software contest with an early DOS version of the multiday software. In the early 90ies he became a freelancer, which allowed him to contribute decisively to the development of the SPORTident electronic punching system. For the SportSoftware, this meant that many highly experienced O organisers around the world contributed their know how.

Today the SportSoftware also supports the Emit punching system and it is the worldwide leading and most used event software not only in orienteering.

Stephan Krämer (right) discussing with former downhill champion Peter Müller (SUI), after his best race at WMOC 2010