

New notes for 2012 series.

Hardware

- You can manage with one **laptop** – I have used a second as a print server.
 - **Printer for splits** – SLOW now has two Epson TMT-88IVs; both laptops have a driver for them as well as suitable layouts. (Gavin can also lend a TMT-90 – same driver.)
 - **Printer for results** – you can print to the TMT but the Class column does not show, which is a pain for prize allocation, so really you need to take the SLOW laser printer. You can run it from the laptop, or from a second laptop, networked to the results laptop. I found it relatively easy to set up peer-to-peer wireless networking for this purpose.
 - **Download unit** (I tend to bring a spare as well.)
 - **Timemaster and coupling stick** – for synchronising controls
 - **Off-stick**
 - **Box or bucket** for collecting hire dibbers at download
 - Power connections, hub and leads if you want them, paper, etc.
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Files required

From the Planner:

In advance – an XML file of course information, exported from OCAD using menu options:
Course – Export – Courses(xml). Alternatively, course info to type in.

Afterwards - for Routegadget: a gif or jpeg of the map. You will also need the XML course file as above, and the results (see below).

From the Organiser or Results Secretary – an XML file of pre-entries exported from Fabian4 – use the AutoDownload option when selecting download type.

Also, find out (by looking at the entries on Fabian4) exactly what class names are being used.

Important: if the event has been set up as a FRA event on Fabian4 you will also need to use the FRA option in creating the event in AutoDownload; otherwise the classes will be incompatible with AutoDownload.

(Otherwise you will need to edit the XML file (any text editor will do) to change (e.g.) “F40” to “W40”, “F” to “W21”, “M”, to “M21”, “MU20” to “M20” - then it should import correctly.)

Setting up

Competitor Archive

- Download archives from https://www.sportident.co.uk/sicard_archive/clubs/ - you will find the SLOW password in the file ARCHIVE_PWD.txt on the desktop of the SLOW laptops.
- Choose the format for Autodownload. This includes information on lost SI cards. (NB the SLOW hire cards are now on the archive, with the lost ones marked as lost; this can be updated by us – enter card number, name “SL”, “OW”, DoB “00/00/0000”, sex “Male” and reset the status as required. Last update – April 2010)
- In Autodownload, choose – SI Card Archive – Import AutoDownload file.

Preparing the controls

These operate permanently in training mode and are permanently numbered. Also they are woken with a dibber – no magnet needed. The only preparation they need is synchronization with a Timemaster.

When synchronising, use the “Extended Master” mode as this also clears the backup memory of the units which aids the safety check.

NB turn them off afterwards (using purple stick) to save battery.

Organization in AutoDownload

Add event:

- Event type: FRA – assuming that the FRA type has been used for pre-entries on Fabian4.
- Brief details of next event in advertising box, also club url.
- Other settings: default

Courses

- You need the XML file exported from OCAD by the planner as specified above (or the details to type in yourself).
- In AutoDownload, click Courses – Import/Export XML courses – navigate to the file – check Ignore Class information in file. (If you have to set the courses up manually, use the Mass Start option – it doesn’t matter if you get the start times wrong as you will be changing them later anyway.)
- Make sure that the course names are precisely as used on Fabian4
- Now select each course and type in the probable mass-start time – this can be corrected after the actual start. Add any other relevant data such as distance/climb if known.

Pre-Entries

- You need the XML pre-entries file as specified above.
- Click Entries – Import entries – XML entries – navigate to file and import.

At the Event

TimeSync the units shortly before the event (previous day should be OK) using Extended Timemaster mode. Wake them with a dibber on setting out.

Set up laptop(s), printer(s) and download unit. Wake up download unit with a magnet (if old-style unit).

Enter EOD runners

Entries – Add Entry:

- Enter SI number – for owned cards, try clicking Find SI-Card Number – if the card is in the archive some fields will auto-fill.
- Otherwise, input:
 - (ignore BOF number)
 - Name
 - Age Class (use FRA classes, e.g. M, M35, MU20, F, F40, ...)
 - Club
- Select Course
- Click Save

Between Start and first finisher

When you have the actual start times from the starter (usually comes by phone):

Courses – select course – edit the mass-start time.

Safety Check:

When you have the Check boxes (and Start box if used – exceptional) from the starter (make sure that you have all of them!). If you can get the first controls you can also include them in the safety check data.

Safety Check – Read Hardware

Select COM port, type of box & baud rate

For each box in turn:

- Connect the box to the download unit with a coupling stick
- Click connect
- Follow on-screen prompts

Go back to the Safety Check screen to view/print reports on runners who have checked and/or cleared (or punched at control 1) but not yet downloaded.

It is probably worth cross-checking with the uncollected hire SI cards.

NB you can have multiple instances of AutoDownload running different tasks for the same event – Different windows can be associated with different master units for different purposes – care needed to keep track of which is which.

NB hide the Clear stations from incoming runners!

When finishers come in

Click Download on the event overview page

- From SI-Card downloads choose Automatic, Manual on error
- Set COM port, box type, baud rate, etc as above
- Choose printer (should be visible)
- Click Connect
- You should only need to intervene if an error arises – usually someone whose entry details need correcting – make the necessary changes (might be mistyped dibber number or wrong course) and download again
- NB if the runner has changed course you also need to edit the start time (under Edit Splits)
- Look out for the red on-screen warning for hire cards that need collecting

When most people have downloaded, use

Safety Check – Outstanding Competitors

to identify runners who have started (or, at least, cleared/checked/punched#1) but not downloaded.

When the organiser demands, print the results:

Results – Print Results – choose options as required – NB Narrow print is the option to print results on the splits printer – but this doesn't show classes. *[I'm not sure that this is true in later versions of AD]*

NB – if using the splits printer you may need to go into Printing Preferences – Layout and set User-Defined paper of width less than 78 (72.2 is suggested as the minimum workable).

After control collection

Turn off boxes with purple off-stick.

Later

Generate reports as follows and send them to the webmaster for uploading:

- **Results – HTML Results** for our website
- **Results – Export OE Splits** for BOF, if required
- **Results – Export for RouteGadget**
- **Export whole event** – this allows the webmaster to recover from unexpected errors.