



eTiming 2.0

Individual orienteering event

05/04/2006

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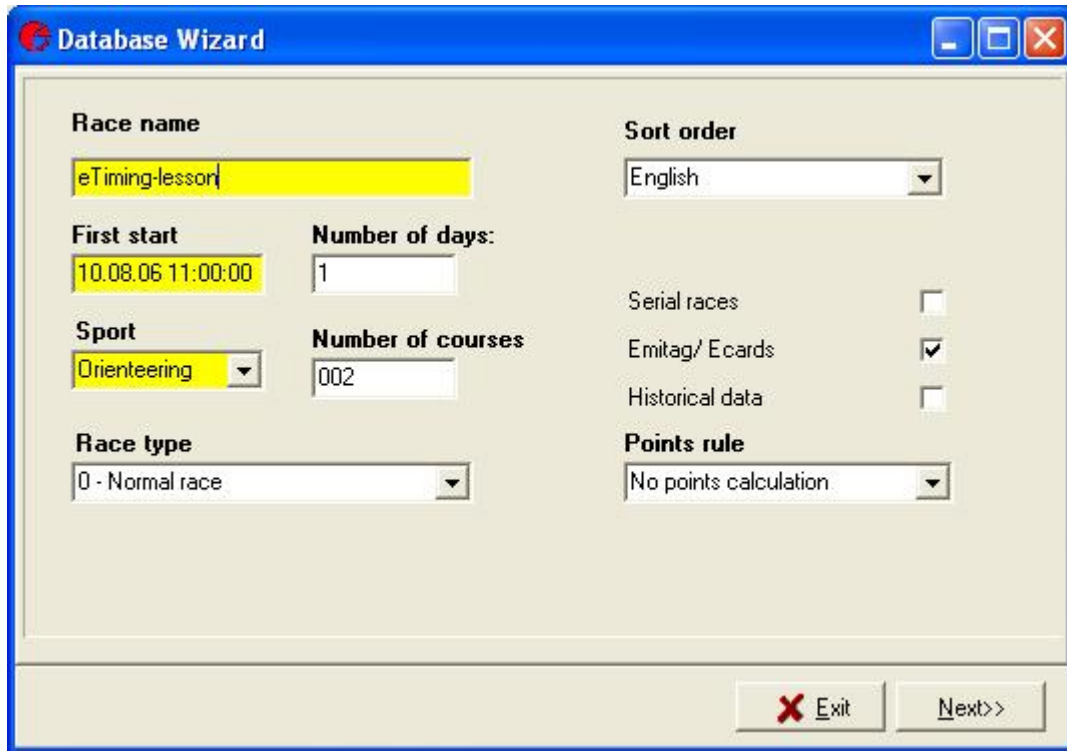
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Create new race

eTiming uses a database-file which, one for each race. The file is named etime.mdb and you should put it in separate catalogues for each race.

Define the race

To create a new race, choose File -> New from the menu.



The screenshot shows the 'Database Wizard' dialog box with the following fields and options:

- Race name:** eTiming-lesson
- Sort order:** English
- First start:** 10.08.06 11:00:00
- Number of days:** 1
- Sport:** Orienteering
- Number of courses:** 002
- Race type:** 0 - Normal race
- Points rule:** No points calculation
- Serial races:** ☐
- Emitag/ Ecards:** ☒
- Historical data:** ☐

At the bottom right, there are buttons for 'Exit' (with a red X icon) and 'Next>>'.

In the first step of the wizard the following fields have to be filled in for a simple orienteering event.

Race name

Is written on all kind of lists.

First start

Day/time for first start. Is used for creating start-times when drawing start list. Is also suggested as zero time for RTR- and ETR timing devices.

Number of days

Number of race days for your event. This document is about one days events.

Sport

Kind of sport. Choose "Orienteering" for normal orienteering events.

Number of courses

Number of courses in your event, You may change this later, by choosing Data->Course.

Race type

Kind of event. Choose "Normal" for simple/normal orienteering event. You have to define classes

later.

Emitag/ecards

Defines whether your events uses e-cards. Standard for orienteering events.

After setting necessary settings, click “Next>>” to proceed..

Define location for database and system file



In this step you define where to store your database file, and the location of the system file. eTiming suggest a catalogue based on the event's date. Keep the suggested locations, or change if you want to.

The system file is among others used to set user rights for the database. If you are planning to use network, it is important that all clients in the network are using the same system file. You may keep a copy of the system file in the same catalogue as the database, then it's easier to use correct system file for all the clients.

If it already exists a database file in the specified location, eTiming will make a copy of the existing file and name it etime.bak.

Click “Next>>” twice to proceed.

In the step for import of data, you may proceed. Import from Excel is discussed later in this document.

Click “Exit” in the last step of the wizard, and your event database is ready to use.

General about using eTiming

For general information about using eTiming, see the manual.

Event setup

In addition to the parameters registered during creating of the database file, you may set some more parameters and settings from in the Event-register. Open the Event-register by clicking *Data->Event*, or use the speed button.

At the “Contact”-tab you may register different contact information for the event. None of these are mandatory.

Other settings, as print of kilometre times on the result lists, is set on the “Advanced”-tab. For ordinary events, you may keep the default settings.

Before entering runners

eTiming has support for importing data from different sources, as Excel and some Norwegian entry systems like Palisoft and WebEntry (WebEntry is available in English).

Webentry (<http://www.webentry.no/>) has developed an application for importing/exporting classes, teams and runners.

If you are importing from Excel, you don't have to register classes and courses before importing. If you choose to do, make sure that class codes in eTiming are the same as in Excel. If they differ, new classes will be added.

Classes and courses

If you specified number of courses during creation of the event, and this number is correct, you do not need to edit the course register.

If you specified wrong number of courses, or no courses at all, you have to open the course register from *Data->Course*, or by using the Course-button.



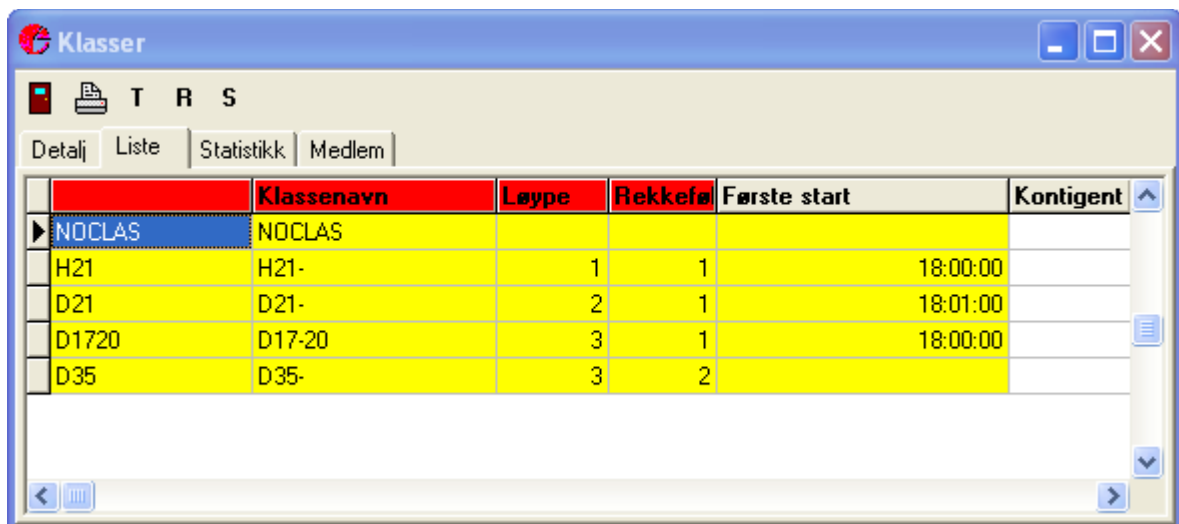
Courses may be manually registered, or imported from OCAD. To import from OCAD, click "OCAD" at the top of the Course window and choose the file to import.

You may also import IOF XML courses from *File->Import->IOF XML Course*.

To add courses manually, click the +-symbol on the navigation bar or press CTRL-N.

It's not necessarily to add control codes yet, only course code and name is needed to import from Palisoft.

The classes register is opened from *Data->Classes*, or by clicking the speed button.



Illustrasjon 1: Klasseregister i listevissning

To register a new class, click the + symbol at the navigation bar, or press CTRL-N.

The screenshot shows the 'Classes' window in eTiming 2.0. The window has a blue title bar with the text 'Classes' and standard window controls. Below the title bar is a menu bar with icons for a printer, a file, and tabs labeled 'T', 'R', and 'S'. Below the menu bar are tabs for 'Detail', 'List', 'Statistics', and 'Member', with 'Detail' being the active tab. The main area is divided into several sections. The top section contains 'Code' (M21) and 'Name' (M21-), both highlighted in yellow. Below this is a row of fields: 'Course' (1), 'Order' (1), '# per interval' (1), and 'Start interval' (60), all highlighted in yellow. Below the 'Start interval' field is the text '(In seconds)'. The next row contains 'First start' (11:00:00), 'Gender' (M), and 'Vacant' (), all highlighted in yellow. Below this is a 'Prizes' section with a text box and a 'Prize rule' dropdown set to 'Fixed'. Below the prize rule is a '# of times' text box. At the bottom left are five checkboxes: 'Rank class', 'Finished', 'Elite class', 'Allways use ecard time', and 'Free start'. On the right side, there is an 'Entry fees' section with four rows: 'Level 1', 'Level 2', 'Direct entry', and 'E-card hire', each with a text box and a green arrow icon. Below this is a section with four rows: 'From startno', 'To startno', 'From year', and 'To year', each with a text box. At the bottom right is a 'Timing type' dropdown set to 'Normal'.

At the screen shot above, the details for class M21- is shown. The yellow fields are mandatory, except “First start”, which is set only for the first class in the course.

The field “Code” is a short name used in eTiming (and different entry systems). “Name” is the full name of the class, which is used on all lists. “Course” is the course code the class is running. “Order” defines the order the classes within a course is drawn, in cases where several classes is running the same course.

When classes within a course is starting one by one, “First start” is only defined for the first class in the course.

Entering runners

In this document is two different methods for entering runners described:

- With Excel
- Manually registration

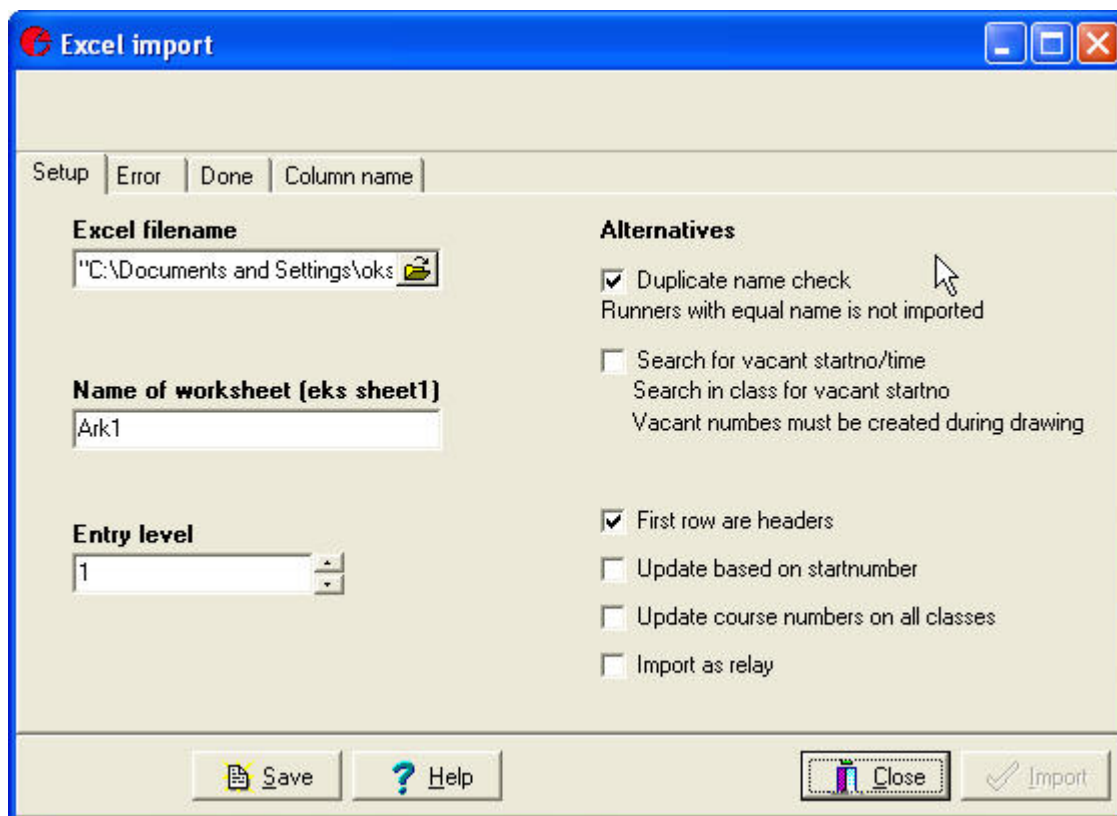
With Excel

To start import from Excel, choose *File->Import->Excel*. When importing from Excel, you have to follow the column description found at the “Column name” tab.

A screen shot from Excel with entries to import is found below.

	A	B	C	D	E	F	G	H	I	J
1	First name	Family name	Class	Team name	Course	Gender	Startno	Ecard	Start time	KID
2	Anders	Øksenholt	M21	NTNØ	1	M		12345		
3	Karoline	Øksenholt	W17	SKIEN	2	W		99111		
4	CG	Armfeldt	M21	TYDAL	1	M		654432		
5										

When importing entries, leave startno, start time and KID blank.



Check necessary check boxes, choose correct Excel file and Click “Import” to import entries.

After importing, check the class and course register that everything is correct.

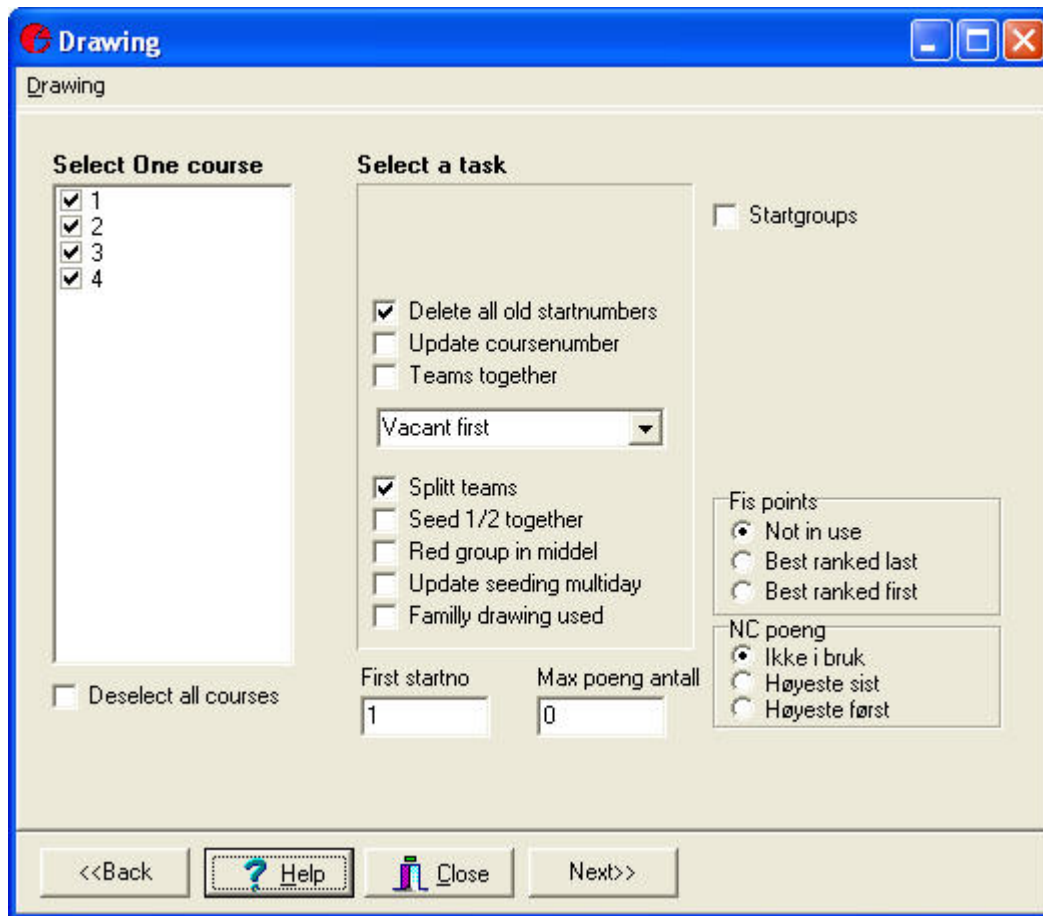
Manually registration

Manually registration of entries is done by punching data directly into the Runner register, *Data->Runners*. Yellow field are mandatory. For orienteering you also have to enter E-card. Start number and start time is not punched, this is created when drawing start list.

Drawing start list

Before drawing start list, the class definitions have to be correct. Add number of vacants for each class, and remember to set first start for the first classes in the course. This document describes «ordinary» drawing, where the classes is starting one by one in each course.

To draw start list, choose *Start->Drawing/Startno assigning*.



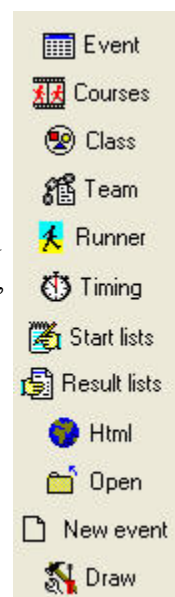
There are several choices in the dialog box for drawing, but for an ordinary orienteering event, you may keep the default values. Click «Next», and answer «Yes» to start drawing. If there are many runners in the database, this process may take some time. Wait until you get the message «Drawing completed», then close the dialog.

Check the drawing

To check that the drawing went as expected, do the following:

1. Print a start list and check it.
 - To print start list, *Start->Print start list* or choose «Start list» from the menu at the right in your eTiming window. To print vacant runners on the start list, you have to choose *Start->Print start list* and uncheck «Do not print vacant runners». Start list by startnumbers and by start time is appropriate to check for errors.
2. Open the runner register and choose the «Errors» tab.
 - Check for errors, especially «Start time/course» and «No course».

If there are errors, it is most possible because of errors in the class register. If you have set first start for more than one class in a course, the drawing procedure may fail.



Correct eventually errors in the class register and draw one more time.

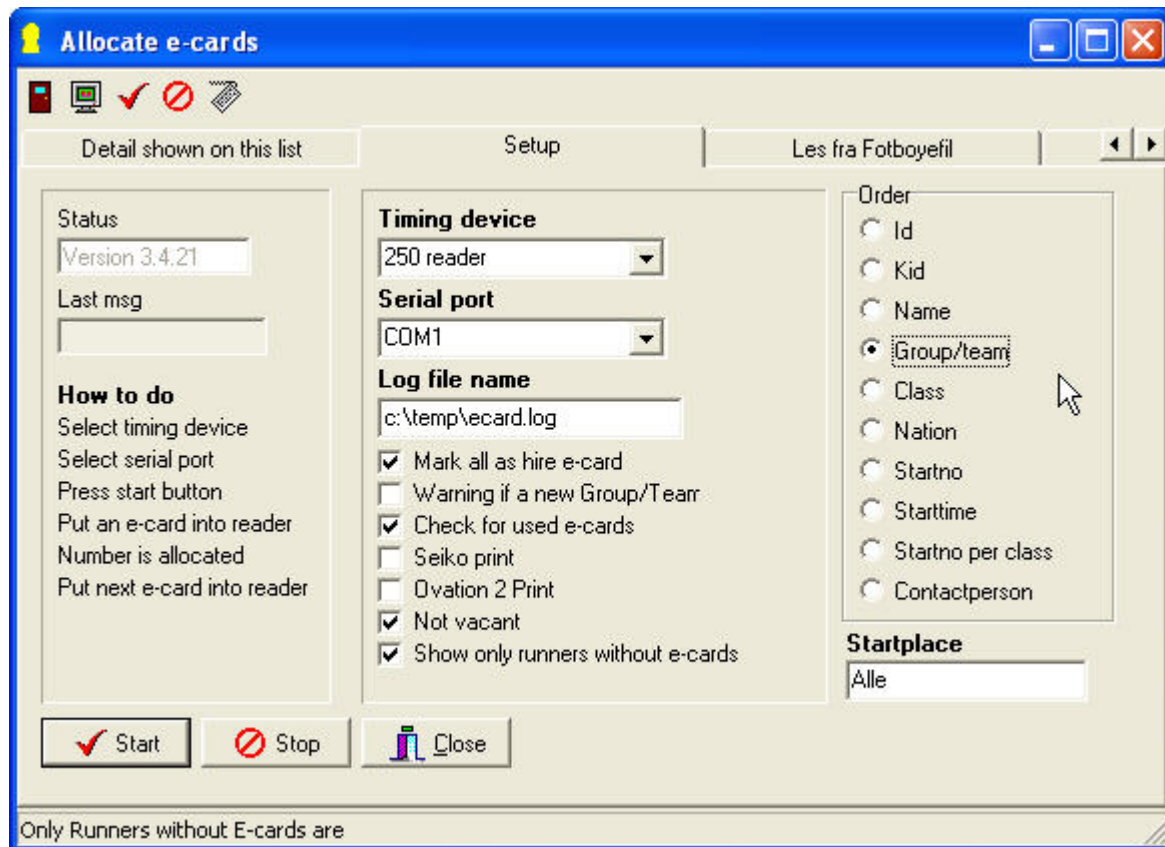
Assigning rental e-cards

eTiming includes functionality for assigning e-card with use of a 250-reader. By using this function, it is easier to avoid wrong e-card numbers.

You may of course enter e-card manually in the runner register.

To use this functionality:

- Connect a 250-reader to the computer's serial port. In most cases you will need a 9-pin “gender changer” to connect it.
- Choose *Start->Give E-cards*.
- Choose “Order” “Group/team” and select correct “Timing device” and “Serial port”. Continue as described below “How to do”.



For each team having rental e-cards, note the team's ID at a bag, and put the team's e-card in it. After finished assigning e-cards, open the team register i List-modus and choose *Sort order->Kid*. It's now easy to figure out which team having the different codes.

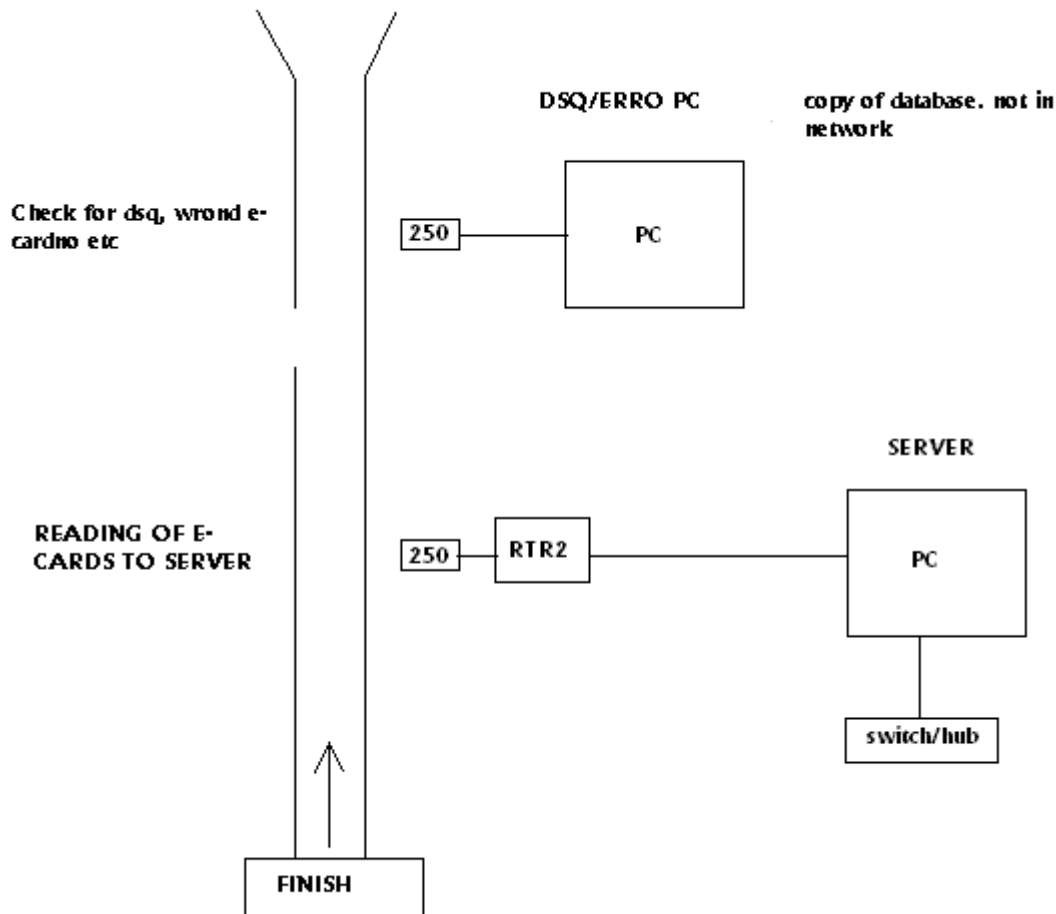
The race day

Before the race day it is important that all equipment which shall be used have been tested. Persons who shall handle timing devices as clocks have to be trained. You don't have time to test and teach in the hours before the race.

Finish area

It's many possibilities for organizing the finish area. What kind of solution you choose, depends on the size of the event and the need for backup.

Below you find a suggestion how to organize the finish area:



The RTR2-clock stores the content of 200 e-cards, and in many cases this is enough backup. In case of system crash, the clock may be “spooled”, and the event reconstructed. The laptop used to check for misspunching/errors, will also work as a kind of backup.

At smaller events it's quite usual to use just a PC with a 250-reader or MTR. In such cases, eventually errors are corrected continuously as they appear by the operator of the PC.

Late entries

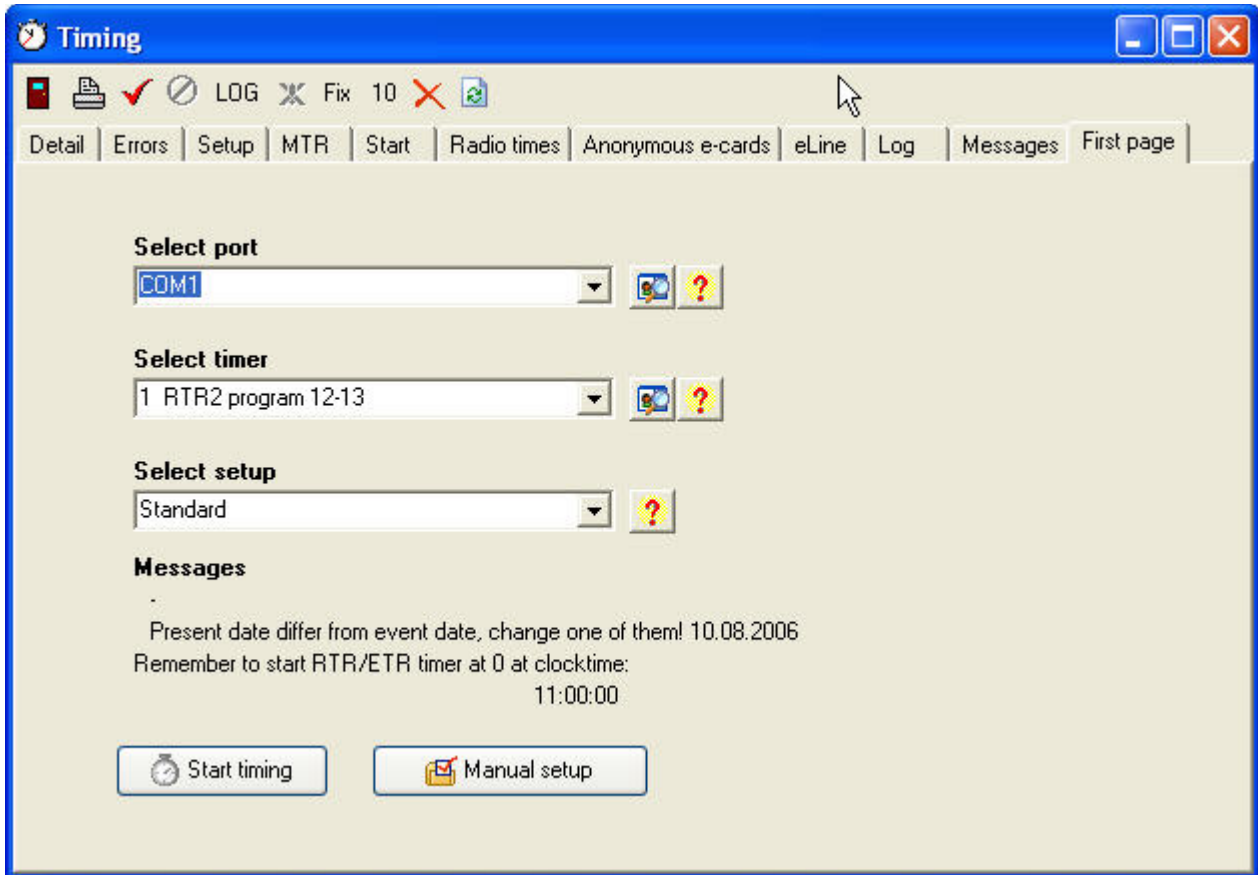
Late entries are usually punched directly into the runner register. To find free start numbers, a print of vacant runners are handy. Print it by clicking *Start lists->Vacant numbers*. You may also have the runner register open and click *Search->Vacant slots* (by Class or Course).

When you've found a suitable vacant number, name, class and e-card are punched. Status is changed from “Vacant” to “Entered”.

Timing

Timing is started from *Result->Start timing*, or by clicking one of the timing buttons. eTiming will search for available COM-ports and timing devices in use. Choose correct if the application don't find correct. For timing with RTR2 choose "RTR2 program 12-13", if not using RTR2 choose "250 reader" or "MTR" (depending on what you are using). Use standard setup.

Click "Start timing" to proceed.



You may choose to use e-card time, or to always calculate time from the runners start time. You define this by unchecking/checking "Manual start/Common start" at the "Setup" tab. If checked, eTiming will only use the e-card to find finish time. Runners time is from start list time. If not checked, you have to options:

- «Delay» set greater than 0
 - IF "Delay" is set to 5, it's accepted that the runner is starting in +/- 5 seconds from his/her start time. E-card time is given as runners time. If the runner is starting more than 5 seconds before his/her start time, a message telling this will appear when the e-card is read, and the runner is disqualified. If the runner starts more than 5 seconds after his/her start time, the runners time is calculated from the start list time.
- «Delay» set to 0
 - E-card time is always used as runners time.

When starting communication/timing the "Status" field at the "Detail" tab shows question marks (when using RTR2) meaning that communication is OK. When using 250 reader or MTR the status field

shows “Waiting”.

Check “Print disqualification report for every disqualified runner” at the “Setup” tab to get a printout for DSQ and unknow runners. The print is handy when checking the disqualification/correcting the unknown runner.

The screenshot shows the 'Tidtaking' software window. It has a menu bar with 'Detalj', 'Feilhåndterer', 'Oppsett', 'MTR', 'Start', 'Mellomtider', 'Anonyme brikker', 'eLine', 'Log', 'Meldinger', and 'Første side'. Below the menu bar, there are several input fields and buttons. The 'Kommunikasjons status' section includes 'Status' (set to '???'), 'Last msg' (set to '24.03.2006 12:29:51'), 'Antall tider' (set to '5'), 'Oppdaterte løpere' (set to '4'), 'Sist lest' (set to '13:03:23,000'), 'Ukjente løpere' (set to '0'), and 'Feil' (set to '1'). The 'Synkroniseringer' section has a value of '0'. Below these fields is a table with the following data:

#	Startnr	Brikke	Navn	Klubb	Klasse	Tid	Status	NB!
1	400620	479587	Anna,Lille	NOTEAM	D1720	56:17	OK	
2	400620	479587	Anna,Lille	NOTEAM	D1720	56:17	OK	
3	400617	400616	Spellemann,Per	NOTEAM	H21	1:18:44	DSQ Missed 073	
4	400619	479654	Anna,Store	NOTEAM	D21	1:59:13	OK	
5	0	501001	U1 Ukjent løper501001			42:45	DSQ Ukjent løype	

At the bottom of the window, there are buttons for 'COM4' and 'RTR2/ETR3 Program'.

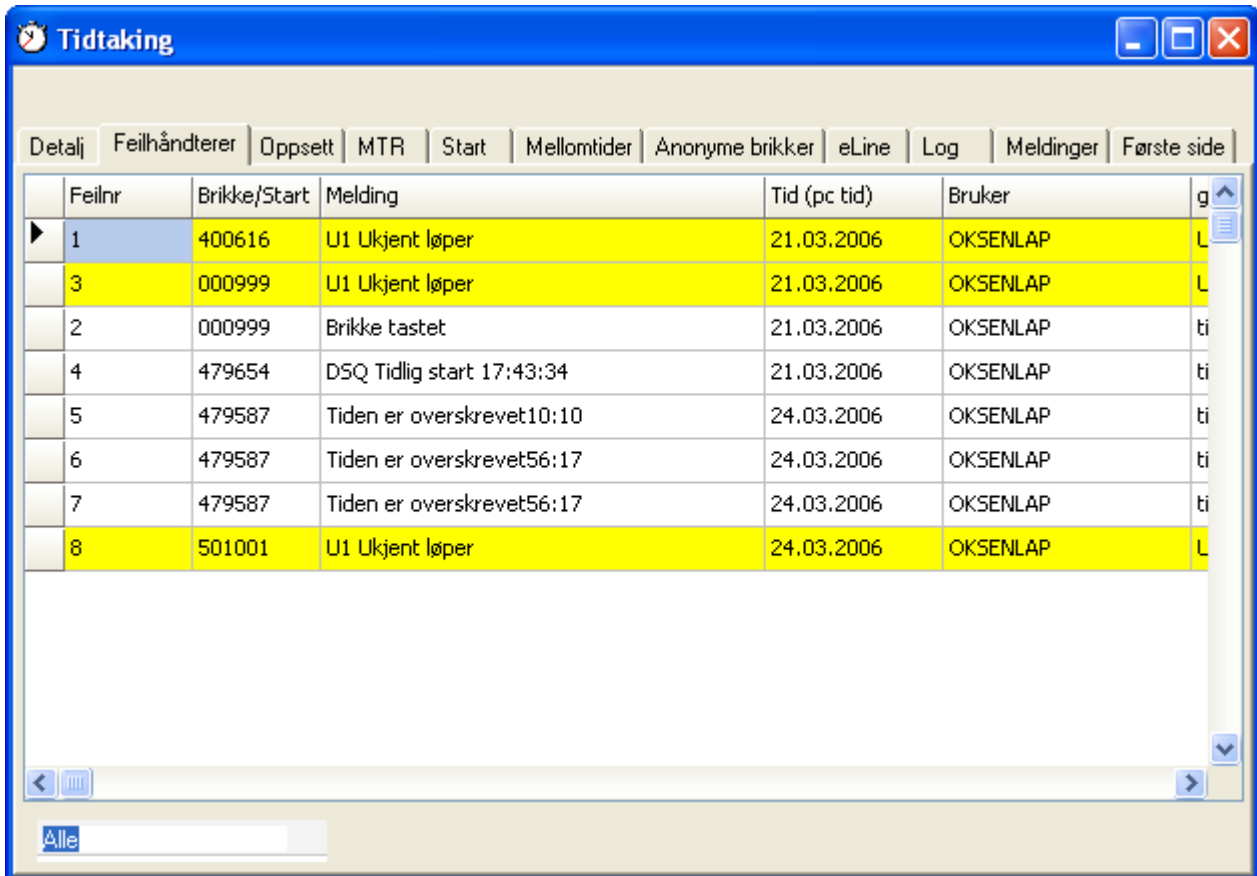
Running Timing. Here showing one dsq and one unknow runner (screenshot from norwegian version)

When an e-card is read, a row is added in the timing-window. There are different status messages, the most common are:

- OK
- DQS (yellow)
- Unknown runner (green (yellow if DSQ))
- Too early start
- Not activated

All errors/exceptions shall be caught at the PC for misspunch/error check. Backup labels is collected when DSQ/Unknown etc.

Errors, like “Unknown runner”, is corrected by clicking the Errors tab.



The screenshot shows the 'Tidtaking' (Timing) window. It has a menu bar with options: Detalj, Feilhåndterer, Oppsett, MTR, Start, Mellomtider, Anonyme brikker, eLine, Log, Meldinger, and Første side. Below the menu is a table with the following columns: Feilnr, Brikke/Start, Melding, Tid (pc tid), Bruker, and a small icon column. The table contains several rows of data, with some rows highlighted in yellow. At the bottom of the window, there is a search bar with the text 'Alle' and a list of icons.

Feilnr	Brikke/Start	Melding	Tid (pc tid)	Bruker	g
1	400616	U1 Ukjent løper	21.03.2006	OKSEN LAP	L
3	000999	U1 Ukjent løper	21.03.2006	OKSEN LAP	L
2	000999	Brikke tastet	21.03.2006	OKSEN LAP	ti
4	479654	DSQ Tidlig start 17:43:34	21.03.2006	OKSEN LAP	ti
5	479587	Tiden er overskrevet 10:10	24.03.2006	OKSEN LAP	ti
6	479587	Tiden er overskrevet 56:17	24.03.2006	OKSEN LAP	ti
7	479587	Tiden er overskrevet 56:17	24.03.2006	OKSEN LAP	ti
8	501001	U1 Ukjent løper	24.03.2006	OKSEN LAP	L

You may solve unknown runners by clicking the corresponding row.

To connect an unknown e-card to a runner, click the row with the unknown e-card, and enter the start number of the runner who owns the e-card.



The dialog box is titled 'Ukjent brikke'. It contains the text: 'Brikken var ukjent ved innlesning. Skriv inn startnr på den som brikken tilhører.' Below this text is a text input field labeled 'Startnr'. At the bottom, there is a checkbox labeled 'Oppdater som løst' which is checked. There are two buttons: 'OK' with a green checkmark icon and 'Avslutt' with a printer icon.

Connecting unknown e-card to runner

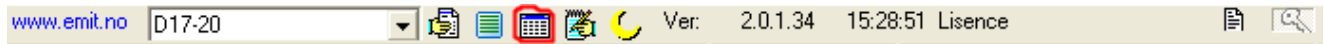
Other exceptions, like DSQ and not activated, have to be checked before you eventually change status for the runner. This is done by manually change "Status" in the runner register.

Print result lists

During the event result list shall be printed.

The fastest and easiest way to print landscape lists with large fonts, is to choose "Results->Results,

changed classes only->Landscape". Eventually you may choose a class and click the icon for landscape list (see below).



Icon for landscape result list marked with red

Complete result list sorted by class is printed by choosing the quick menu at the right. More options are available at *Results->Print result list*.

Print prize lists

In eTiming you may print lists with only prize winners. To do this, "Prize rule" must have been set in the class register.

To print prize list, chose *Result->Print result list->Prize list*

How many runners are left in the forest?

If you want to know how many runners there are left in the forest, click the "moon icon" at bottom of the eTiming window. You may choose to get a list for all classes, or a selected class. It's important that status for not started runners are set to "Not started".

After the event

Lists for the internet

To generate HTML-files for publishing on the internet, choose "HTML" at the speed bar. Choose "Resultlist" as "List type". Choose where to place the generated files after clicking "OK".

Entry fee reports

To generate entry fee reports to the team, open the team register, choose *Print->Entry fee reports->All clubs*.

To print a summary of fees for each team; *Print->Entry fee reports->Summary*. This list show how much each team has to pay.

Announcer

eTiming has several functions suitable for the announcer. The most used is on line result list, finish scroll and follow runner. All these functions are available from *Results->Online*, or by clicking the icons at the tool bar.



Log in as 'speaker' to get an eTiming session with only "announcer related" functionality enabled.

On line result

You open the on line result window by choosing *Results->Online->Show online results*.

Speaker J15 Klassevisse resultater

Detalj

Startnr	Navn	Klubb	Starttid	Tid	Differanse
37	Enget Susanne	Alvdal	10:18:30	0:00:58	0:09:58
36	Stymo Frazee Anne C	Oslo S	10:18:00	0:00:28	0:09:28
35	Hunstad Kairne	Simost	10:17:30	0:00:01	0:08:58
34	Ostad Marte	Bossmo	10:17:00	0:00:31	0:08:28
33	Brun-Lie Agnes	Oslo S	10:16:30	0:01:01	0:07:58
32	Hemseth Guro	Bjerke	10:16:00	0:01:31	0:07:28
31	Staverlekk Aina	Sokna	10:15:30	0:02:01	0:06:58
30	Gurandsrud Siri	Lier I	10:15:00	0:02:31	0:06:28
29	Huber Marion Rønning	Tynset	10:14:30	0:03:01	0:05:58
28	Holstad Synnave	Vik IL	10:14:00	0:03:31	0:05:28
27	Jørgensen Julie Moe	Bjerkv	10:13:30	0:04:01	0:04:58
26	Sælie Ida Marlene	Vingel	10:13:00	0:04:31	0:04:28
25	Kvåle Sigrid Teigen	Vik IL	10:12:30	0:05:01	0:03:58
24	Storli Marita	Sokna	10:12:00	0:05:31	0:03:28
23	Haugo Susanne	Ål Ski	10:11:30	0:06:01	0:02:58
22	Bergene Kirsti	Skraut	10:11:00	0:06:31	0:02:28
21	Wangensteen Maren	Vestre	10:10:30	0:07:01	0:01:58
20	Amundsen Martine	Nitted	10:10:00	0:07:31	0:01:28
19	L'abee-Lund Anniken	Oslo S	10:09:30	0:08:01	0:00:58
18	Bollum Johansen Tina	Nitted	10:09:00	0:08:31	0:00:28
17	Selle Ingrid	Gjesda	10:08:30	0:09:01	0:00:01
16	Midtjell Elin	Sokna	10:08:00	0:09:31	0:00:31
15	Linset Silje	Tingel	10:07:30	0:10:01	0:01:01
14	Matberg Runa	Frol I	10:07:00	0:10:31	0:01:31
12	Ekerholt Ragnhild St	Asker	10:06:00	0:11:31	0:02:31
11	Sæther Therese	Sokna	10:05:30	0:12:01	0:03:01

Pla	E	Star	Navn	Klubb	S	Etter	Pd	Totaltid
1	6	Jakobsen, Margarethe	Tromsø Ssk	A	00:00:30	C	09:00	
2	1	test, test	NOTEAM	A	00:00:30	C	09:30	
3	5	Røyen, Karoline Løkken	Sokna IL Skiskyting	A	00:00:35	C	09:35	
4	13	Skogan, Karen	Kvam	A	00:01:15	C	10:15	
5	9	Finne, Heidi Karoline	Vik IL	A	00:01:28	C	10:28	

J15

Start

Stopp startliste

Stopp

0

F5 Neste klasse F4 forrige klasse F12 eller nr+tab Følg løper

On line start- and result list

The on line results window show a start and result list with color codes. Runners marked with violet in the start lists are the next runners to start.

Finish scroll

Detalj

Pla	E	Star	Navn	Klubb	S	class	Tillegg	Totaltid
1	208	Holen, Idar	Vik IL	A	G15	05:00 (4-1)		3:22:36
5	9	Finne, Heidi Karoline	Vik IL	A	J15	00:00 (x-x)		10:28
1	13	Skogan, Karen	Kvam	A	J15	04:00 (2-2)		10:15
4	5	Røyen, Karoline Løkken	Sokna IL Skiskyting	A	J15	00:00 (x-x)		09:35
2	6	Jakobsen, Margarethe	Tromsø Ssk	A	J15	00:00 (x-x)		09:00
3	1	test, test	NOTEAM	A	J15	00:00 (x-x)		09:30

SCROLL Start Stopp startliste Stopp F5 Neste klasse F4 forrige klasse F12 eller nr+tab

Finish scroll

Open finish scroll from Results->Online->Show scroll window. The color codes are the same as for on line results.

Follow runner

From both the online result window and the scroll window, you may press the F12 key to get running time for a chosen runner.



Følg løper

Startnr: J15

☐ Emit display

Plass	Løber	Tid
1	Jakobsen Margarethe Tromsø Ssk	09:00
3	Bollum Johansen Tina Nittedal	09:30

VS Plass: -00:57 VS Vinner: +00:30

Stopp Avslutt

Tast inn ett startnr og trykk på enter. Esc avslutter

Follow runner

In the example window above, we see start no 18 fighting for a third place. She is 30 second behind the leader, and has 57 seconds to take the third place.