Fencing Time -- the abbreviated version (2007)

Notes before starting:

* Don't allow rating changes to happen in the computer when it is an **unrated event**!

* **Qualifiers**: remember to fence off for 3rd place, and remember to do this in the computer too.

* Canadian fencers = unrated/ They do have to join USFA (for USFA events) unless they can prove equivalent membership
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(left click) GMD
(left click) Fencing Time

File ---- New Tournament ---- Next ----- Step 8 of 8

No event fee!

When switiching screens: highlight "event" and then "view event"

Adding a fencer

Editing a fencer

Manually: Ask for the fencer's USFA card. Check birth year and verify USFA member #.
(This is a great job for another person at the table to be doing.)
Note: Canadian fencers = unrated in this country (U)

Paper forms needed: (Forms are printed. They are templates.)

GMD coupons (make sure you have enough) -- 1/2 day work = $10/ full day work = $20

Tournament Report (Tournament Income - 70% host club/ 30% GMD)

Print a registration list once the event registration is closed

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     X closes the window

     backspace = delete

Click on tournament (highlight) ------ OPEN ------ VIEW ----
(Print a classifications change report as it will help with the Tournament Report at end of day.)

START EVENT ---- OK --- Pool OK ---- (highlight) OK ---- Start Pool Round -- Yes (accept)
       ---- Yes (save!) ---- PRINT ALL POOLS

Put the pool sheets on clipboards with a pencil and a timer and get the event going.

After each pool is finished, put in individual scores of the 1st pool -- (fill in the V/TS/TR, etc. on the paper pool sheet)

START NEXT ROUND

PROMOTE ALL COMPETITORS --- OK

DE ----- 1 COMPETITOR --- OK

SAVE ---- YES!

Print the Tree (helpful if you print two and post one, give one to whoever is running things on the floor)

Things run more smoothly if the victors of the DE bouts are told by the refs to come to the table and report the bout score.

Bout Result (click the note/pencil icon) Do this carefully and correctly.

Put in scores ----- OK

After each round of each event is finished and entered: FILE ---- SAVE

Semi Finals = Table of 4   FILE ---- SAVE

All scores in and event finished   FINISH EVENT ------ YES

PRIINT 3 copies of TOURNAMENT RESULTS:
Give one to Viveka (for her Weekly Report, one is filed with secretary and one is posted on wall.

PRINT 2 copies of CLASSIFICATION RESULTS and attach to secretary copy and to tournament report

As each event is finished enter any relevant data into tournament report .
Completed Tournament Report and money go to Treasurer.

FILE ---- SAVE

Shutting Down ------ RED X

START (bottom left) --- OPTIONS ----- LOG OFF (wait for it as it updates!)

Turn off Hal Junior (wait for it!)

Unplug