

Index

	page
○ Using OCAD9 Course Setting Module	1
• Getting started	
• Adding Start, Controls and Finish	
• Completing Control Descriptions	
• Defining Each Course	2
• Making Modifications	
• Adding a Marked Route	
• Adding a Crossing Point	
• Printing Courses	3
• Printing Control Descriptions	
• Map Exchange	
• Adding Control Descriptions to the Map	
• Creating a New Course	
• Starting a new Course Setting File	4
○	
○ Procedures for Map Printing	4
○ Generating Control Sequence	4

Using OCAD9 Course Setting Module

For NOY events, the Mapping Officer will send you the map file and course setting file with the same scale to eliminate the chance of a scaling error. For minor events it would be best to arrange with the Mapping Officer to develop a course setting file to suit the planned courses. It is best to copy both files into the same folder.

A. Getting Started

1. Open the Course Setting File supplied.
 2. In the dialog box, verify and open the Background Map. (select from the list)
 3. Save As to clearly name the course file for future reference (eg. 2013 NOY1 Brush Ck)
- Hint. If the map does not seem to be visible on the screen, press the whole map button (looks like a magnifying glass & it should appear)
- NB. If you need to open a new course setting file, see section N.

B. Adding Start, Controls and Finish

NB. The course setting file works by using a different layer for each course, sitting above the map. The start, all control sites, and the finish must first be positioned in the “All Controls” layer.

Start

1. Select any drawing mode.
2. Select the Start symbol left click in the drawing area to place the object.
Now the Course Object dialog box appears. It proposes the code S1 for the start.
4. Click OK. (The S1 code means that you could have a number of starts. At club level, we would only have one start)
5. On the right side of the screen you find now a line for a text description and a line for a symbol description. If required enter a text description or a symbol description.

Control

You create a control in the same way as the start object.

1. Select the Control symbol in the symbol box, and click to position. The dialog box allows you to number each stand. The NOC SI stands are numbered from 180 to 250. Change for the first one and OCAD will continue to number in sequence. Numbers can be changed later (in Change Code) if required.
2. Enter either a text or symbol description or both.

Finish

You create the finish in the same way. But you cannot enter a description.

NB. If you wish to have competitors following tapes to the finish, you need to add a marked route from the last control to the finish. (see Marked Routes- section F)

C. Completing Control Descriptions

1. Select a control in the control list of the course.

Symbol descriptions.

2. Click in each column in turn and select the required symbol.

Text descriptions.

2. Click in the text box (above symbol boxes) and type the description. NB. Use standard order.

D. Defining Each Course

The supplied course setting file will have the required courses. You will need to toggle to each course layer.

1. Add each object by double-clicking on it in the objects list in the course-setting box or by double-clicking on the object on the map. When you have added an object, the length of the course is calculated and displayed in the course setting box. I would suggest beginning at the start and then working around the course to the finish.

2. At any stage you can press the preview button to see what the printed version will look like.

Hint. You can edit the course at a later time.

Adding controls.

1. Left click in the list of the controls, you will now find a horizontal blue insertion line.

2. Double click the control to insert it below this line.

Deleting controls.

1. Select a control in the control list of the course.

2. Press the Delete key to delete the selected control from the course.

E. Making Modifications

Often it is necessary to make modifications to the courses generated.

Cutting control circles

If a control circle covers a map detail like a knoll, part of the control circle should be cut out to make the knoll visible. You need to make this cut-out only once for all courses.

1. Switch off the Preview mode.

2. Select the Edit point tool.

3. Select the desired control circle by clicking in its centre.

4. Select the Cut tool to cut out part of the control circle. Left click and drag over part(s) you wish to remove.

Hint: To close (repair) a cut, select the Cut tool and click in the gap.

Modify connection lines and move control number in a specific course.

1. Select the desired course on the right side of the screen.

2. Make sure that the Preview button is pressed.

3. Select the Edit point tool.

4. Select the desired control number or connection line.

Now you can:

- move the control number with the Edit point tool

- cut out part of the connection line using the Cut tool, then drag the required line part to the new position just as you would in the map drawing section.

F. Adding a Marked Route (if required)

On most events you have a marked route from the last control to the Finish. Sometimes you may also have a marked route between controls.

1. Turn Preview off for the desired course.

2. Select the marked route in the symbol box, and a drawing tool. Draw the marked route in the direction in which the competitors are running.

3. The Course Object dialog box appears to allow identification of that marked route. Click OK.

4. Add the marked route into the control list.

Hint. Turn Preview on to see that the marked route appears and replaces the connection line.

G. Adding a Crossing Point (if required)

Sometimes you may also wish to add a mandatory crossing point between controls.

1. Left click in the list of the controls, you will now find a horizontal blue insertion line.

2. Click Insert and select mandatory crossing.

H. Printing Courses

1. Turn Preview on for the desired course.
2. Select Print. The printing settings appear on the right.
3. Select the printer to print the map. In the box you can select one of the installed Windows printer drivers, including “pdf”.
4. An outline of the area to be printed will appear on the screen. You may need to click and drag to adjust it over the desired area. Landscape will need to be checked to print the map in landscape format.
5. A number of ranges appear. Select One Page. At club level, we will print A4, and at a scale of 1:10000. The map border will generally just fit when printed by the club printer. Do not adjust. (Partial map can be used if you wish to print at a greater scale to check some fine details)
6. Define the printing scale for the printed map. You can enter the scale on the keyboard, or choose one of the predefined scales. If the print scale is different from the map scale, the map and the symbols are enlarged/reduced according to the ratio of the 2 scales.
7. Enter the number of copies to be printed. Click Print.

I. Printing Control Descriptions

1. Select Print / Control descriptions from the Courses menu. The Print Control Descriptions dialog box is now displayed.
 2. Select the printer properties to change printing options (portrait or landscape mode).
 3. Select the radio button to print either symbol or text control descriptions.
- Hint: If you enter 1 copy to have only one set of control descriptions on a page. Enter 2 copies, to get one page per course filled with as many control descriptions as possible of that course.

J. Map Exchange (if required)

1. Turn Preview off. Add a second start triangle over your “last” control on the first section of the course and add description.
2. Insert the second start triangle into the course in position.
3. Turn Preview on. Place insertion line between the “last” control click and the start. Click insert and Map Exchange.

Here is a link to illustrate. <http://www.ocad.com/howtos/13.htm>

K. Adding Control Descriptions to the Map (if required)

It is not necessary to add control descriptions to the map for NOC events.

To print a control description together with the course you have to place a control description object. This object is a placeholder and marks the upper left corner of the control description.

1. Select the control description symbol (second row down) in the symbol box. 
2. Select any drawing mode.
3. Place an object to mark the upper left corner of the control description.
4. The Course Object dialog box appears. You can leave the preset values unchanged and click OK.
5. Select the radio button for either symbol or text control descriptions in the panel on the right of screen.

Hint. Turn preview on to view, and off to adjust.

L. Creating a New Course (if required)

Defining the name and other settings

1. Select Courses in course menu.
2. Click the Add button.
3. Enter the name in the course field and enter the remaining settings for the course. Usually you only need to go back to this later and enter climb if it is required.

M. Starting a new Course Setting File

The main file in a course setting project is a special OCAD map file. Like other map files it has the extension .ocd, but it has a special internal mark to identify it as a course setting file.

It is possible to create such a file by:

1. Choose New from the File menu or click the New button.
2. In the Map type box select "Course setting for orienteering".
3. In the box Load symbols from select "Course setting 15000.ocd."
4. Click OK. (All NOC maps are being converted to 15000, even though we will generally print at 10000. The map file and the course setting file must be the same scale)
5. Open background map as before.

There are excellent videos available on the OCAD website. <http://www.ocad.com/howtos>

Procedures for Map Printing.

The map files need to be sent to the Printing Officer at least ONE WEEK prior to the event to allow time for printing and collection. (Please keep in contact to advise progress)

If the course setting module has been used, remember to send both (background map and course setting) OCAD files.

Control descriptions will be printed by the Printing Officer on waterproof paper. Control Descriptions should be in prepared in Symbols for all Hard and Moderate courses, and in words for Very Easy, Easy and Moderate courses. Ensure that there are enough to match the maps, and you will need to cut them up.

Note.

Many of our areas have a number of maps that overlap. The overall map must be the one kept correct, and then a partial map made to be used for each event.

GPS Meeting Point, Club Mobile Phone Number, Course Closure and a Safety Bearing should be printed on all bush maps.

The number of maps printed will be determined by the course planner and the Printing Officer and based on past statistics. Additional maps will be printed to allow for variations. (Hopefully groups such as Pathfinders will have notified us of their intention to attend)

For NOY events, a number of blank maps will also be printed. If the pre-printed maps are used up, the course planner will draw the course onto any required competition maps.

The course planner should return unused maps and the map corrections to the Mapping Officer.

Generating Course Control Sequences (to import into OR or SI)

Generally the Printing officer will generate the control sequence for the SI operator. This is done by:

1. Select Export from the Courses menu. The Print Control Descriptions dialog box is now displayed.
2. Select (xml) format for OR, or (text) for SportIdent.

Your web browser will open, in readiness for you to send it to the SI operator.