Guide for SI Computer Operator

1. Preparation for an event.

Synchronising the time

Whoever is putting out the controls should check the times on the Si units. The time does not need to exactly match the correct local time, but there is no reason why it can't be within 10 seconds or so. The most important thing is that if multiple start and/or finish controls units are used that they all have the same time. It is desirable that all controls also have the correct time, but an error of a few seconds, only affects competitors splits.

It is nice if the computer time is also synchronised to this start/finish time. It is not essential though as a competitors time is measured between the start and finish control times. However if people forget to punch the start (Which always seems to happen) then the start time off the block can be entered in the computer.

Charge the computer

Make sure the laptop internal battery is fully charged prior to the event. The battery status is displayed in the lower right corner of the screen. The internal battery has proved to last long enough for a standard event (4 hours) but this may not be the case as the battery ages. However by using the external battery the screen is much brighter and so is easier to see in bright light.
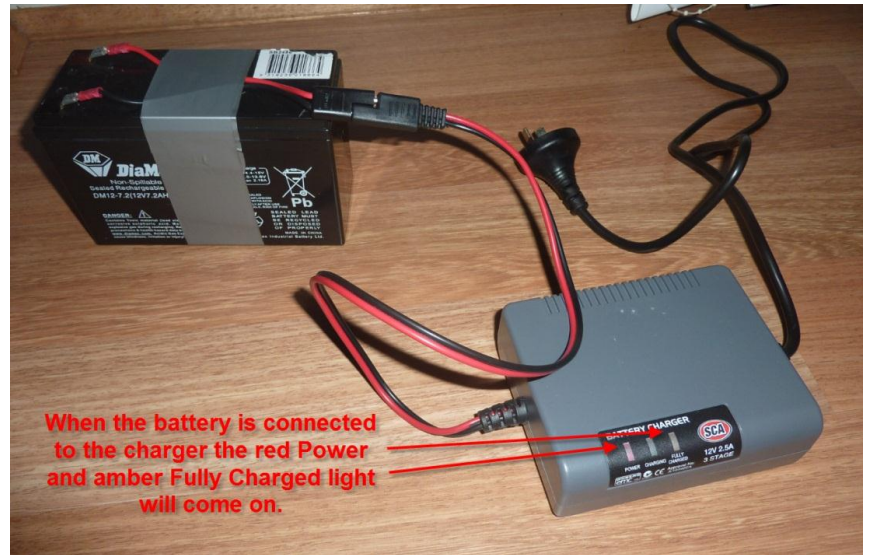
Charge the Printer

The printer has 4 AA rechargeable batteries. These can be recharged in-situ using the printer charger which needs the white plug adaptor to be used in an Australian outlet. Whilst charging the Printer light flashes green. 4 spare standard AA batteries are in the blue case and can be swapped during the event should the rechargeable ones become flat. The green Led on the printer flashes during charging.

Small power connector on rear of printer

Charge the remote battery

Connect the battery charger to the battery. But don't plug the charger in. The Red and amber lights will come on this indicates the battery is connected properly. The two pin plug is fairly tight.

When the battery is connected to the charger the red Power and amber Fully Charged light will come on.

Turn on the power and the green charging light will come on. When fully charged the amber light will come on.

Once fully charged disconnect the battery from the charger, it usually takes 2 to 3 hours.

Load the courses into the computer

For events where the courses have been created in OCAD, this is a simple matter of importing the XML course file. Copy the Course XML file on to a USB stick.

1. Start the 'OR' Software. The last event will automatically be displayed.
2. Select File, and New Competition.
3. Enter the Competition Name, eg. NOY 4
4. Set the Zero time to 9:00:00 (this will be the default start time for those who fail to punch the start). Click 'OK'.
5. Select File, and Import and from OCAD.
6. Select 'Do not use image' and click 'Next'
7. On the next page click the 'Import' button and browse to your USB Stick (Removable Disk (E:). Select the file and click 'Import' and then click 'Finish'
8. Check the courses are correct by selecting 'Edit' then 'Courses'
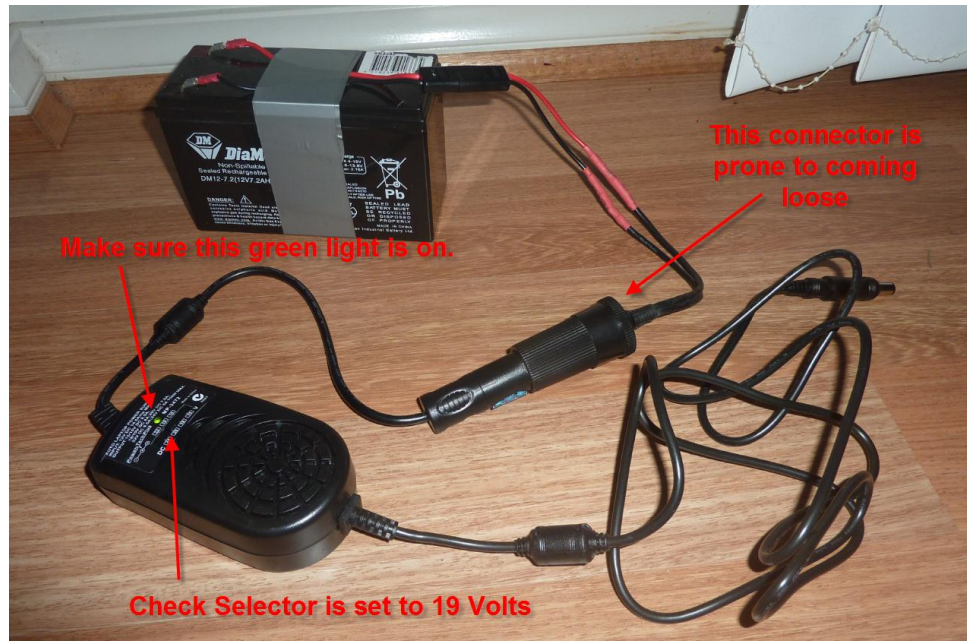
2. Set up at the event

Setup Laptop

Set up the laptop and connect the master control unit (red) to any available USB port. Connect the red SI Download unit to any of the Laptops USB ports. Start the 'OR' software. The previously loaded event will automatically be loaded. The COM port usually automatically connects to the SI Download unit and the word "**Open**" will appear. If the word "**Connecting**" appears makes sure that COM3 is selected from the dropdown box and that the unit is plugged into the USB port securely.

Read the time from one of the Start SI units and set the laptop to match (Click on the time in the bottom right hand corner and follow the prompts. Then set all the Clocks to match the computer time.

Set up the remote battery

Connect the 12 Volt battery to the Laptop power supply. This unit converts the 12 volts from the battery to 19 volts that the laptop requires.

This connector is prone to coming loose

Make sure this green light is on.

Check Selector is set to 19 Volts

Setup the printer

The printer and black SI unit are completely separate to the laptop. Before the event clear the memory of the printer by inserting the purple "clear backup" stick in to the black SI download unit. The printer remembers all the SI sticks that are downloaded, so if the laptop was to fail at an event then all the data for that event could be retrieved from the printer.

The printer does not know what course a competitor is on. It simply records the control visits and times, So DNF's will not be indicated on the printer.

Position the two download units on the finish table so that the Red one is punched first and the black one second. It doesn't really matter which one is used first but it works better if the red one is punched first because you can then immediately address the competitor by name and confirm they have completed the course correctly, whilst they are printing out the splits via the black download unit. Should they then not punch the black download unit the laptop already knows that the competitor has finished.

3. <u>During the event</u>

Enter the competitors

You will be presented with a pile of blocks from the starting table. Define an 'in tray' area for blocks so that they are not mixed up with the entered blocks.

1. Move the mouse into the SI Number Field and enter the SI Number.
2. If the number is entered into our database then the competitors name, Course and Club will appear.
3. Check that the name and course match the block
4. Simply click 'OK' or press 'Enter' and that competitor will appear in the Entries list.
5. If the competitor is not in the club database then the details must be entered manually, by selecting each field.
6. If the SI stick is rented, then click the rented box.
7. Once the blocks are entered lay them out on the table in alphabetical order (Surname)

Manually entering competitors details does not enter them into the club database. Keep a list (on paper) of changes that need to be made in the database after the event.

If a Si Stick number is entered that has already been used at the event then 'OR' will ask if you want to use it again, simply answer yes and enter the Competitors name. If this is the same competitor going out on a second course then put a '2' on the end of their name and Tick the N/C box on the entry form (Non Competitive – Wayfarer)

Dealing with Finishers

Finishers can punch the download units at any time, even if you are in the middle of typing in an entry. Their result will appear in the Finishers window. If they have not completed the course correctly their control visits will be displayed.

Thing that can go wrong

Unknown displayed.

If the finisher comes up as unknown, then this means the computer cannot match the finishing SI stick to the list of entries. These records will appear in the Extra Downloads list (Bottom right window) Double click on these entries to fill in the missing details.

DNF displayed.

Possibly the competitor has visited the wrong control. But more often the course they have run does not match the one in the computer (Eg the Database had them down as Hard Short but they have run Hard Medium). Double click their name in the entries list and change the course. The result will automatically be corrected.

The other possibility is that the actual course has been laid out incorrectly. This will become clear as multiple competitors DNF on the same course. The course can be modified mid event to match the actual course and all the results already downloaded will automatically be corrected.

Very long time displayed

People who fail to punch the start control will be recorded with a very long time (They will receive the 9am default start time). Double click their name in the entries list, select the 'extras' tab and enter their start time from the block. Note the result of this will not match the time displayed on the printer as the leg from the start to control number 1 will not be captured on the printer time.

Printer goes to sleep

The printer has a habit of going into sleep mode. This generally happens before the first competitor finishes and and often near the end of the event when there is a large gap between finishers. Simply push the button on the printer once (For about 1 second). The green LED will come on.

Printer Runs out of paper

There are spare rolls of paper in the blue printer box

Computer lockup/crash

The 'OR' software and/or the Computer can be shutdown and restarted mid event with no loss of data.

Running other programs

Other software can be run simultaneously on the laptop during the event. However the Download unit can only talk to one piece of software at a time. So it is not possible to reprogram SI sticks during the event without having to shutdown 'OR' first. This may be possible very early or late at an event.

4. After the event

Generally this is done at home. But could be done at the end of the event if the gear is to be passed on to someone else.

Fixing up issues

It is a good idea to look through the results after an event so any issues can be rectified. Name spelling mistakes are the most common. Check for people running a second course that should be classified as N/C (Not competitive – Wayfarer)

Producing the result files

1. Select 'File' then 'Save' then 'Save Results'
2. Browse to your USB Stick and enter a Name (eg NOY4_Results)
3. Click 'Save' and a file called NOY4_Results.html will be written.
4. Select 'File' then 'Save' then 'Save Splits'
5. Browse to your USB Stick and enter a Name (eg NOY4_Splits)
6. Click 'Save' and a file called NOY4_Splits.html will be written.
7. Select 'File' then 'Export' then 'Splits in CSV'
8. Browse to your USB Stick and enter a Name (eg NOY4_Splits)
9. Click 'Save' and a file called NOY4_Splits.CSV will be written.
10. Send an email to the following people (Shane, Russel and Dave) with these three files attached.

- basilbrush666@gmail.com
- icarigby@hunterlink.net.au
- bushresults@newcastleorienteering.asn.au