NCWSA Scoring with WSTIMS for Windows Reference Guide Addendum
Updated September 14, 2012
Yvonne Downs

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Reference Guide Addendum

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Preliminary preparation for setting up and scoring a NCWSA tournament: Review the current NCWSA Rulebook and the Instructions for Online Registration. If you've been away from Collegiate scoring for a few years, take the time to read the instructions for the OLR.

Be sure you have the latest WSTIMS for Windows upgrade on all the computers.

NCWSA Divisions – References: Both forms of reference are used in various places in Comments and the WfW Program

CM	Men A	College Men, A Team
CW	Women A	College Women, A Team
BM	Men B	College Men, B Team
BW	Women B	College Women, B Team
NT	non-Team skiers, those ineligible per NCWSA rules who ski in their Age Divisions

Setting Up the Tournament on the Tournament List Screen

The Sanction will be in this format: 13**U**123. "U" instead of Region code for NCWSA. Federation: USA. Most Collegiate tournaments are Class "**C**". A very few are sanctioned as "L".   For Rules choose "**Collegiate**". Be sure to enter **1** for your Slalom, Trick and Jump Rounds.

Template Preparation and Upload

Download the template for your tournament. Use the single **Registrar** tab for NCWSA tournaments scored with WfW. The Registrar tab is pre-populated from the NCWSA OLR and has the same information that is on the four tabs that were used with DOS WSTIMS. The appointed officials are shown at the top of the Registrar tab. (Shown on Men BTm Tab for DOS)

Steps to finish "grooming" the template before saving to upload to WfW:

- Skiers who are split between A Team and B Team are left on one line – WfW import handles the split. They will show as two lines on the WfW Registration Screen.
- Make necessary corrections for late changes to skiers and rotations.
- Enter **ALL** the Officials who are coming or might come.
- Put second line in Template for Chiefs and Assistant Chiefs so their ratings are in the system. Don't want Senior or Pan Am Judge to show as "Regular" on CJ Report. Also good for reference.
- **OF** entered in the slalom column for officials will result in the "ready to ski" box checked for that official – they will show on the OD.txt.
- **Use OF, do not use OFF, do not leave Slalom column blank for the non-skiing officials.**
- Not necessary to delete OFF from Column D of Template for Officials.
- Enter NT in the S T J Columns for skiing officials and other non-Team skiers. Do not enter Team codes for NT skiers. If there are in-eligible skiers, put them in Age Divisions (Column F) and NT events rather than CM/CW (Column F) and rotations for S T and J.

Predetermined Team Sequences: If the tournament is seeded or the Team sequences are otherwise predetermined enter them in the two Header lines for each Team. Sample from template:

```
Team
Header      Univ of LA Lafayette     ULL  CM                        5  5  5
Team
Header      Univ of LA Lafayette     ULL  CW                        2  2  2
```

WfW will assign the CM sequences to CM, BM, BW. The CW sequence will be assigned to CW. This can be adjusted – more on that later.

Save your completely edited Template in Excel. Then save it as a Text (Tab delimited)(*.txt) file into your WfW folder for the tournament. Use the same procedure as with other tournaments. (Be sure to keep your template in Excel when closing it.)

Importing the file into WSTIMS for Windows:
Now it is time to upload your txt file. Go to: Administration, Import, Collegiate and upload the template. Note any errors cited during the upload. Fix as needed.
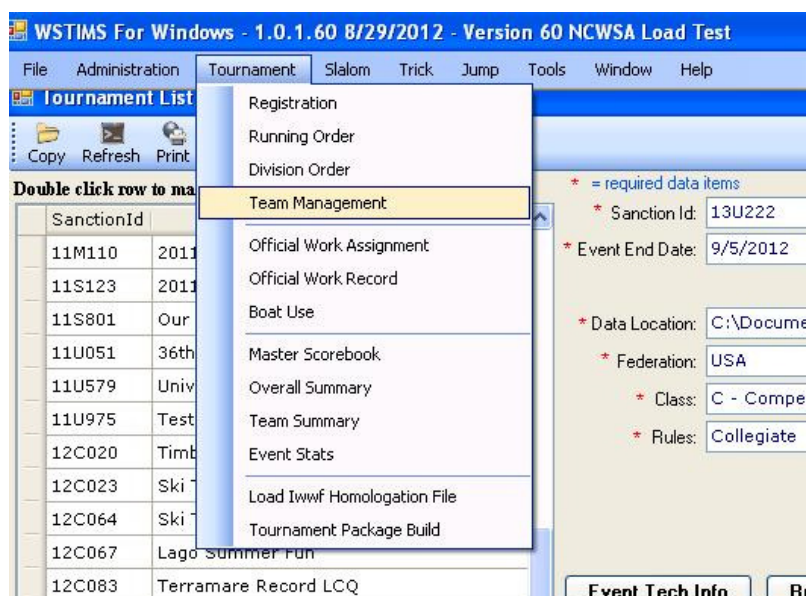
Registration Screen: IMPORTANT -- Go to Tournament, Registration Screen to review the upload. **Verify** that the **"ready to ski boxes"** are checked for the skiers and officials.

The skiers who are entered in A **AND** B Events are on **TWO** lines. See example below. This is necessary since they are in two Age Groups.   Watch for this when changing skiers' events or adding skiers.

Team Management

The next stop is Team Management found under Tournament.

Team Sequences entered in the Template Headers will show here. If the B Men and B Women are supposed to have different Sequences than A Men, manually edit them and Save.

Most Collegiate tournaments use the computer "Random Draw" options. If "All" button is checked followed by clicking on "Random Order" WfW gives the same Sequence for Slalom/Trick/Jump within each Division. CM/CW/BM/BW will each have their own Sequence. If you want them the same, edit to match CM. (or other).

If a more complete "random" draw is wanted, this can be achieved by drawing for Slalom, Tricks and Jump sequentially. Check Slalom, then Random Order for slalom draw. Next click Trick and Random Order, then Jump and Random Order. Once you have done your draw, click Save. **DO NOT revisit Random Order** or you will end up with changed Sequences.   You may want to enter the Sequences on your original Excel template in case of a reload – the Team Sequences will be protected.
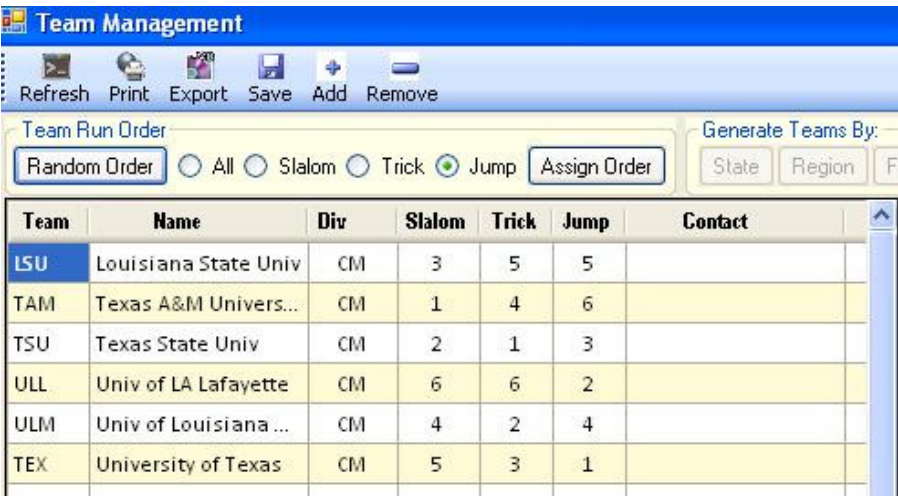
Notice that Tricks still has the original Random sequence since only Slalom and Jump were checked and Random Order clicked.
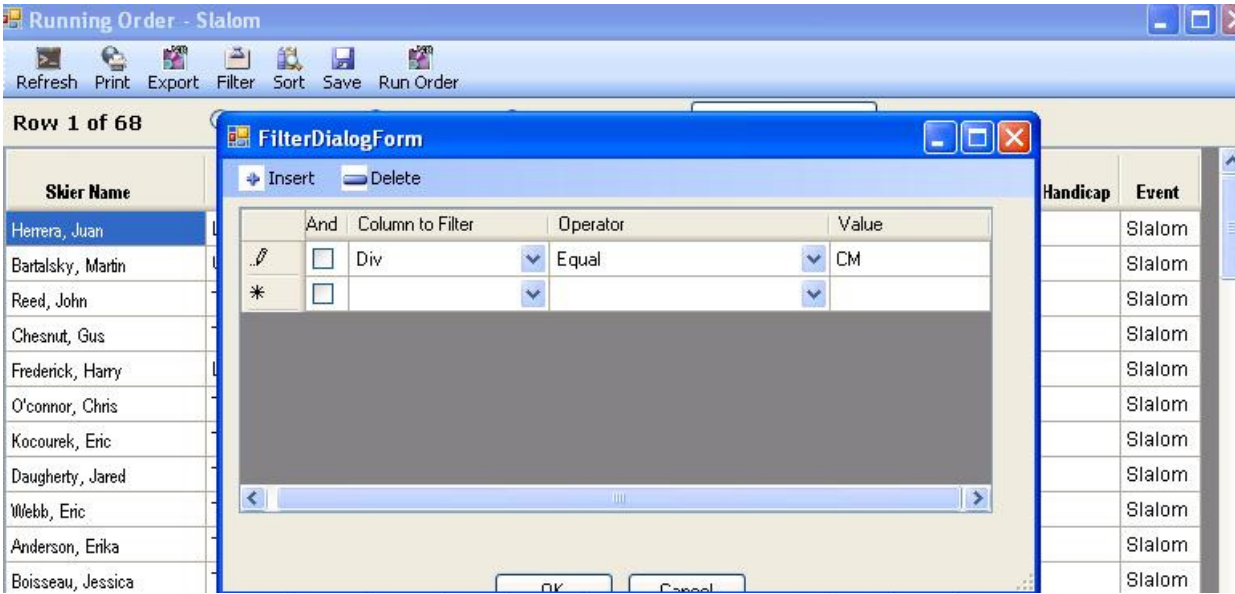
You can use the Template, Random Draw buttons, or manual entries to control the Team sequences.

The next step is to click "**Assign Order**" to put the skiers in the Team Sequence order.

Next go to "Running Order" Under Tournament (S T & J), or under the Three Events. Select an Event and Refresh. The skiers should be in proper Team Sequence and Rotation order. Filter for Division. Click "Running Order".

Running Orders

WSTIMS for Windows will create side-by-side running orders. Answer "Yes" to the pop-up box, open in Notepad and print. Answer "No" if you prefer single running orders.
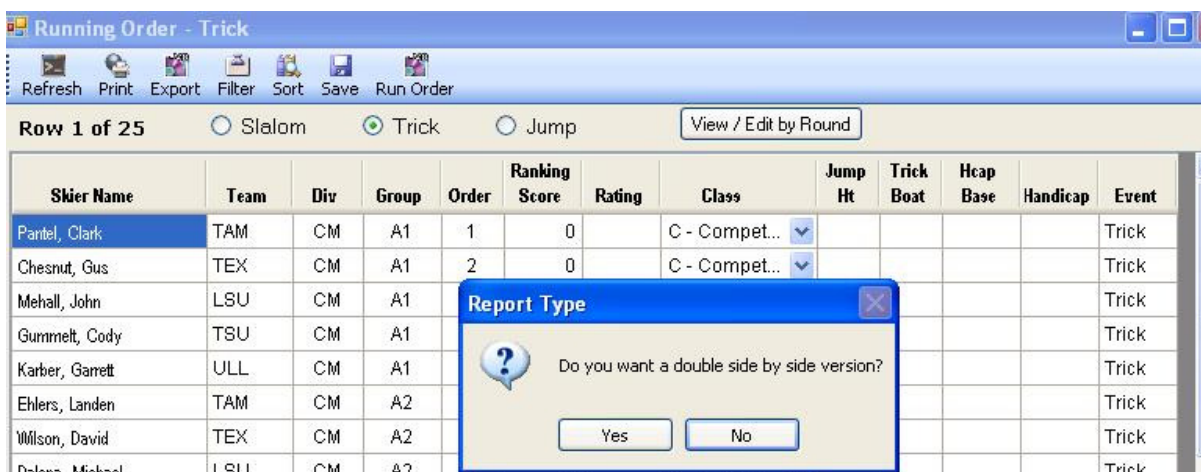
Adding Skiers during the tournament.

Add the skier using the Registration screen like any other tournament. Then go to the Running Order(s) to add the skier's Team Code. The Team Code must be entered for each event the skier is entering: Slalom, Tricks, and Jump. Be sure the Team code is correct and all caps like the other Team members.

Skiers who have A **AND** B events **must** have two lines on the Registration screen. If a B Team skier is changed to A for one or more events, you must Add that skier as a CM or CW creating a second line on the Registration screen. Same for A Team skier adding B event(s). See Registration Screen above. (The original template load automatically splits the pre-entered skiers)

Slalom Scoring

The two lowest speeds are disabled as NCWSA Rules call for slalom starting at 19.3 mph / 31 kph. This applies to CM/CW/BM/BW. NT, non-Team Age Division skiers, may start at 15.5.

Trick Scoring

For Collegiate ONLY wakeboards are entered with a "W" and score one half of one ski credit. Team skiers have one trick pass. Age Division skiers have two trick passes.

Event Summaries

Event Summaries should be set for **Placement**, **Points and Division**. The Drop-down menu allows choosing a single Division. A report can be printed after each event.

Team Summaries

The Slalom Trick and Jump Team Summaries will open with the Number of Scores Per Team set at **4**. (Per NCWSA Rules) The correct settings for the reports are Best, **Placement, Points**, **By Div** and **4**. A drop-down is provided so the Team Summary can be selected by Division.

At the conclusion of each event two versions of the Team Summary (Event or Tournament) can be printed. The two versions of the Team Summary along with the Event Summary give complete results for an event.

This on **Screen**:

Settings are Best, **Placement**, **Points**, **By Div** and **4**.

Will **print** a Jump Team Summary – **Skier List**:

This on **Screen**:

Settings are Best, **Placement**, **Points**, **By Div** and **4**.

Will **print** a Jump Team Summary – **By Team Points**

Master Team Summary – Tournament drop-down Menu (Team Summary)

By Div Offers two on-screen views. Both views give the same printed report. If the set-up is too wide for your printer, save to html and print from there.

Best, **Placement**, **Points**, **By Div** and **4**   Drop-down gives choice of All or Divisions.

Master Team Summary

Refresh Print Export Html

Scores to Use: ⦿ Best ○ Total
Points Calculation Method: ○ NOPS ○ 1000 Base ⦿ Placement ○ Base Ratio
Placement Method: ⦿ Points ○ Base Ratio ○ Handicap
Placement: ⦿ By Div ○ Combined   [Women A ▾] Select a division and click Refresh icon

Number of Scores Per Team: 4   [View Team Results]   [Show Team Skiers]   [Show All Skiers]

Div	Team	Name	Slalom	Plcmt	Trick	Plcmt	Jump	Plcmt	Total
CW	CIN	University of Cinci...	660.0	1	610.0	2	570.0	2	1,840.0
CW	MOH	Miami of Ohio	630.0	2	615.0	1	580.0	1	1,825.0
CW	OHI	Ohio University	600.0	3	550.0	3	110.0	3	1,260.0
CW	BGU	Bowling Green Sta...	0.0	5	270.0	4	0.0	4	270.0
CW	BSU	Ball State University	190.0	4	0.0	5	0.0	5	190.0
CW	DAY	University of Dayton	0.0	6	0.0	6	0.0	6	0.0

Slalom: 4

Skier Name	Div	Team	Group	Score	Points	Plcmt
Boehm, Laura	CW	CIN	A4	51.00	200.0	3
Mcbride, Katlyn	CW	CIN	A2	2.00	150.0	8
Slater, Erin	CW	CIN	A3	24.50	170.0	6
Wagner, Heidi	CW	CIN	A1	1.25	140.0	9

Trick: 5

Skier Name	Div	Team	Group	Score	Points	Plcmt
Boehm, Laura	CW	CIN	A4	200	170.0	4T
Butterbaugh, Emily	CW	CIN	A2	80	100.0	11T
Gormley, Katherine	CW	CIN	A1	80	100.0	11T
Mcbride, Katlyn	CW	CIN	A3	200	170.0	4T
Slater, Erin	CW	CIN	A5	200	170.0	4T

Jump: 5

Skier Name	Div	Team	Group	Feet	Score	Points	Plcmt
Boehm, Laura	CW	CIN	A5	54	16.3	180.0	1
Butterbaugh, Emily	CW	CIN	A3	31	9.4	100.0	9

Best, **Placement**, **Points**, **By Div** and **4**   Drop-down gives choice of All or Divisions

Master Team Summary

Refresh Print Export Html

Scores to Use: ⦿ Best ○ Total
Points Calculation Method: ○ NOPS ○ 1000 Base ⦿ Placement ○ Base Ratio
Placement Method: ⦿ Points ○ Base Ratio ○ Handicap
Placement: ⦿ By Div ○ Combined   [Women A ▾] Select a division and click Refresh icon

Number of Scores Per Team: 4   [Hide Team Results]   [Show Team Skiers]   [Show All Skiers]

Plcmt	Div	Team	Slalom	Plcmt	Trick	Plcmt	Jump	Plcmt	Overall	Skier - Slalom	Score	Pl	Pts	Skier - Trick	Score	Pl	Pts	Skier - Jump	Feet	Pl	Pts
1	CW	CIN-University of Cincinnati	660	1	610	2	570	2	1,840												
2	CW	MOH-Miami of Ohio	630	2	615	1	580	1	1,825												
3	CW	OHI-Ohio University	600	3	550	3	110	3	1,260												
4	CW	BGU-Bowling Green State Univ	0	5	270	4	0	4	270												
5	CW	BSU-Ball State University	190	4	0	5	0	5	190												
6	CW	DAY-University of Dayton	0	6	0	6	0	6	0												
1	CW	CIN-University of Cincinnati	660	1	610	2	570	2	1,840	Boehm, Laura (CW)	51.00	3	200.0	Boehm, Laura (CW)	200	4T	170.0	Boehm, Laura (CW)	54	1	180.0
										Slater, Erin (CW)	24.50	6	170.0	Mcbride, Katlyn (CW)	200	4T	170.0	Slater, Erin (CW)	51	2	170.0
										Mcbride, Katlyn (CW)	2.00	8	150.0	Slater, Erin (CW)	200	4T	170.0	Dofka, Shelby (CW)	35	7	120.0
										Wagner, Heidi (CW)	1.25	9	140.0	Butterbaugh, Emily (CW)	80	11T	100.0	Butterbaugh, Emily (CW)	31	9	100.0
2	CW	MOH-Miami of Ohio	630	2	615	1	580	1	1,825	Van Treese, Emily (CW)	65.00	1	220.0	Van Treese, Emily (CW)	1,940	1	210.0	May, Ashley (CW)	47	3	160.0
										Fisher, Nicole (CW)	44.00	5	180.0	Fisher, Nicole (CW)	520	2	200.0	Odonnell, Katherine (CW)	43	4	150.0
										Fisher, Aleah (CW)	1.00	10T	115.0	Stoehr, Maddie (CW)	125	8	140.0	May, Alyssa (CW)	40	5	140.0
										Stoehr, Maddie (CW)	1.00	10T	115.0	Lenz, Madeline (CW)	40	15T	65.0	Stoehr, Maddie (CW)	39	6	130.0
3	CW	OHI-Ohio University	600	3	550	3	110	3	1,260	Petersilge, Christine (CW)	54.50	2	210.0	Glaser, Caroline (CW)	300	3	190.0	Slanker, Kate (CW)	32	8	110.0
										Glaser, Caroline (CW)	2.50	7	160.0	Johnstone, Kathleen (CW)	160	7	150.0	Glaser, Caroline (CW)	0	10T	0.0

Tournament scores retrieved - best scores

Combined Team Summary Choose "**Combined**" on the Master Team Summary. If the set-up is too wide for your printer, save to html and print from there.

Best, **Placement**, **Points**, and **4** (drop-down selector disappears)

Team	Name	Slalom	Plcmt	Trick	Plcmt	Jump	Plcmt	Total
CIN	University of Cinci...	1,345.0	2	1,360.0	1	1,155.0	1	3,860.0
MOH	Miami of Ohio	1,380.0	1	1,290.0	2	1,035.0	2	3,705.0
OHI	Ohio University	725.0	3	860.0	3	210.0	4	1,795.0
BGU	Bowling Green Sta...	285.0	5	610.0	4	510.0	3	1,405.0
DAY	University of Dayton	365.0	4	110.0	5	150.0	5	625.0
BSU	Ball State University	190.0	6	0.0	6	0.0	6	190.0

Slalom: 49

Skier Name	Div	Team	Score	Points	Plcmt
Blasiman, Craig	CM	BGU	2.00	105.0	12T
Echales, Jessica	CW	BGU	0.00	0.0	15T
Fenton, Kasey	CW	BGU	0.00	0.0	15T
Janszen, Ben	CM	BGU	1.00	60.0	14T
Meier, Jacob	CM	BGU	1.00	60.0	14T

Trick: 47

Skier Name	Div	Team	Score	Points	Plcmt
Blasiman, Craig	CM	BGU	435	150.0	8
Echales, Jessica	CW	BGU	80	100.0	11T
Fenton, Kasey	CW	BGU	100	120.0	10
Janszen, Ben	CM	BGU	165	90.0	14
Meier, Jacob	CM	BGU	170	100.0	13

Jump: 42

Skier Name	Div	Team	Feet	Score	Points	Plcmt
Blasiman, Craig	CM	BGU	86	26.3	200.0	1
Echales, Jessica	CW	BGU	0	0.0	0.0	10T
Fenton, Kasey	CW	BGU	0	0.0	0.0	10T
Meier, Jacob	CM	BGU	74	22.7	180.0	3
Smith, Makenzie	CW	BGU	0	0.0	0.0	10T

Other View: Best. **Placement**, **Points** and **4** (drop-down selector disappears)

Plcmt	Team	Slalom	Plcmt	Trick	Plcmt	Jump	Plcmt	Overall	Skier - Slalom	Score	Pl	Pts	Skier - Trick	Score	Pl	Pts	Skier - Jump	Feet	Pl	Pts
1	CIN-University of Cincinnati	1345	2	1360	1	1155	1	3,860												
2	MOH-Miami of Ohio	1380	1	1290	2	1035	2	3,705												
3	OHI-Ohio University	725	3	860	3	210	4	1,795												
4	BGU-Bowling Green State Univ	285	5	610	4	510	3	1,405												
5	DAY-University of Dayton	365	4	110	5	150	5	625												
6	BSU-Ball State University	190	6	0	6	0	6	190												
1	CIN-University of Cincinnati	1,345	2	1,360	1	1,155	1	3,860	Beiersdorfer, Alex (CM)	70.50	2	210.0	Koett, Karl Andre (CM)	1,040	1	220.0	Lindsay, Jayson (CM)	78	2	190.0
									Rouse, Le (CM)	68.50	4T	185.0	Beiersdorfer, Alex (CM)	740	2T	205.0	Koett, Karl Andre (CM)	72	4T	165.0
									Koett, Karl Andre (CM)	60.00	8	150.0	Rouse, Le (CM)	740	2T	205.0	Busche, Robert (CM)	47	9T	115.0
									Busche, Robert (CM)	46.00	9	140.0	Lindsay, Jayson (CM)	320	11	120.0	Schultz, Thomas (CM)	47	9T	115.0
									Boehm, Laura (CW)	51.00	3	200.0	Boehm, Laura (CW)	200	4T	170.0	Boehm, Laura (CW)	54	1	180.0
									Slater, Erin (CW)	24.50	6	170.0	Mcbride, Katlyn (CW)	200	4T	170.0	Slater, Erin (CW)	51	2	170.0
									Mcbride, Katlyn (CW)	2.00	8	150.0	Slater, Erin (CW)	200	4T	170.0	Dofka, Shelby (CW)	35	7	120.0

Wrapping Up

Same procedures as any other tournament scored with WfW. Use Tournament Package Build found on the drop-down menu under Tournament.