

Using NWRSC

Checkout

Before the data entry computer can be used, the database must be checked out from the online registration server. To do this, select:

File → Checkout Database

You will be prompted with a list of databases that can be checked out. Select the one you want and click OK. The database will be downloaded to the laptop and online changes will be locked.

Data Entry

<TBD>

Auditing

To perform auditing, select:

Results→ Audit Report → Order

where order is the order you would like them printed out. A web page will open with the audit report that you can print out.

The values on the audit report are final times including penalties but NOT indexed. These values should match the totalled values on the timing card. For each person, verify all of their TOTAL times with the audit report. If something doesn't match up, you will need to determine if the penalties were misentered, a scratch time was wrong or the recorder miscalculated (forgot to add penalties). Mark any errors for correction in the database.

Run Errors

To correct a run error is the same as correcting a time during data entry. Find the time in the rungroup, double click it to load the values into the entries on the right side of the screen, fix as needed and click enter.

Change Driver/Car

To correct a car or driver, first find the driver in the rungroup and double click the driver column. This will bring up the driver and car in the manual entry tab. Either select the correct driver and car from the lists or create a new ones as needed. When the correct values are selected, click “Swap Entrant”. Done.

Checkin

After the event is over, before returning the laptops to the storage container, connect to a wireless network (internal ethernet is dead) and select:

File → Checkin Database

You will be prompted with a list of databases that can be checked in (most likely only one). Select the one you want and click OK. The database will be uploaded and online changes will be unlocked again. Let the webmaster know that results are available at
<http://scorekeeper.wwscc.org/results/<seriesname>/<eventid>/post>