# MJTiming setup

# Running an event

## Previous evening

1. Log into Motorsportreg.com as an organizer (upper right link labelled “Organizers”)  
   See Reijo or Murray for user name and password
2. Scroll down to the event for the next day and click on the “registrations” link
3. Click on the “Reports” link (just to the right of the “Email Blaster” link)
4. Click on the “M&JTiming report” link
5. Click the “Export” button
6. Select the “Comma-separated values (CSV)” and click the export button
7. Open the saved file (excel works best) and verify that all entries got saved  
   MSR sometimes saves a partial list of attendees, so if this is the case, I repeat the export until it is good.
8. Copy the saved file (e.g. 20160424-MJTimingreport.xls) to the timing computer

## Registration at event

1. Start MJTiming on laptop
2. Click **Registration** tab
3. Click **Clear Notes** button
4. Click **Delete all drivers** button
5. Click **Import from MSR** button
6. Point the dialog window at the MSR report you saved on the computer the previous night
7. Click **Unregister all drivers** button (you will mark them as registered when they check in to registration).
8. Register drivers as they come by, and verify that all their info is correct.  
   Use the **Add Driver** button to add new drivers.
9. Be sure to put each driver in the correct group (group column)  
   STREET --> AS, BS, CS, ..., HS, SS

STOUR --> STR, STX, etc.

SPREP --> ASP, BSP, CSP, etc.

PREP --> BP, CP, XP, etc.  
SMOD --> SM, SMF, SSM  
MOD --> AM, BM, etc.  
***Get this right, or the run heats and scoring will be screwed up.***

Note that the groups change from year to year, so this doc is likely out of date.

## Driver’s meeting

1. Click the Run Heats tab to see suggested run heat splits
2. Probably best to manually split up drivers, since many rookies don’t know what their class or group means.

## Timing the event

### Setup

1. Set up start and finish lines (pretty obvious)
2. Turn on display sign and place where desired
3. Plug laptop and router into power inverter and give it some juice
4. Plug black control box into a USB port (right rear port is worn out)
5. Start mjannounce  
   Use the link on the desktop, since mjannounce **needs to run as administrator**
6. Select scoring boxes as appropriate
7. Click on “start web server” button
8. Start mjtiming
9. Click on big button reading “Timer stopped”.  
   If you get a popup complaing that it cannot open COM port:
   1. Go to COM ports tab and see what port is actually available
   2. Go to Configuration tab and set timing port and display port to that port
   3. Try to run timer again
10. Run the event  
    Notes:
    1. Do not forget to change the Set1 radio button to Set2 in the afternoon
    2. Change scoring to Set1 + Set2 in both mjtiming and mjannounce

## Scoring

At the end of the event, do the following in the scores tab:

1. Select the following items:
   1. Run times
   2. Raw times
   3. PAX times
   4. Class times
   5. Cone counts
   6. Rookie times
   7. Set1 + Set2
2. Enter a title into the text box (put the date in there, since some people need it for sponsorship)
3. Click the **Create Score files** button
4. Look over the scores in the resulting popup window to verify they are correct. In particular, go to the Class results and see if all of the class groups are correct (e.g. there should not be any unknown or weird groups). Also scan though and see if each group might contain a mis-grouped car (e.g. HS class in the MOD group).
5. If you see any errors, go to the registration tab, fix the errors, and regenerate the score file.
6. Copy all of the event files to the season scoring folder (c:\scores)  
   ***Note: do NOT copy practice day scores into the scores folder, or they will be included in the season overalls.***
   1. Go to c:\mjtiming\eventdata
   2. All of the relevant files begin with the event date (yyyy\_mm\_dd, e.g. 2016\_05\_16)
   3. Copy these files from **c:\mjtiming\eventdata** to **c:\scores**:
      1. yyyy\_mm\_dd\_scoreCMD.bat
      2. yyyy\_mm\_dd\_scores.txt
      3. yyyy\_mm\_dd\_driverData.csv
      4. yyyy\_mm\_dd\_timingData.csv
7. Generate the overall scores:  
   **You must have MJTiming installed on your computer for this to work.**
   1. Run the script **c:\scores\\_overalls.bat**
   2. Updated season scores are now in **\_overalls.txt**
   3. If you run this script in a command shell window, you will see where it complains about membership and rookie flag errors. To fix this, you will need to go back and fix the driver data for those events (see next section)

## Fixing up scores

Once you have copied the scoring files over to c:\scores, you will always do any fixes to files in that folder. For example, let’s say that Joe Driver tells you that he is improperly classed for the April 24 event:

1. Open the driverData file for April 24 (2016\_04\_24\_driverData.csv)  
   I use Excel and do all of this on my home computer. There is a copy of LibreOffice installed on the timing computer, but that computer is so slow as to be frustrating.
2. Find the driver in question and fix the error (class, rookie, whatever)
3. Save the changes (be sure to keep the CSV format when you save)
4. Run the script 2016\_04\_24\_scoreCMD.bat
5. Run the \_scorecmd\_overalls.bat
6. Re-post the corrected scores

## Batteries

The display sign and the wireless transmitter boxes need to be recharged after every event (this includes Saturday evening on a two day event). Plug in the little wall-wart charger to all 3 and let them charge overnight. **NEVER leave the charger plugged for longer than overnight**, or the batteries will be over-charged and ruined.

The club radios (there are 10 of them) are good for a two day event without charging, so you can just plug them in at home and leave them charge until the next event. I have wired all five of the charger stations together, so the radios will take about 5 days to charge back up completely.

The AA batteries in the IR emitter boxes are good for a complete weekend. Replace them with new ones at the start of each weekend.

## Replacing damaged equipment

If a timing beam IR receiver gets damaged, here is how to replace it with a spare (the IR emitter is simple and obvious):

1. Shut down MJTiming software and turn off all timing hardware, **including the IR receiver that was not damaged.**
2. Unplug the MJTiming control unit from the laptop and plug it back into the laptop (forces a complete power off/on restart).
3. Start MJTiming software and start timer running
4. Turn on spare unit (only this unit) and see if MJTiming sees it as a start or stop unit.
   1. If it is correct (usually stop), then set up units on course and continue event
5. If it is not the right unit, then it will need to be changed via a switch inside the box
   1. Remove 4 small screws from lid (screwdriver included in the carrying case)
   2. Remove lid carefully (circuit board is attached)
   3. Change switch #1 (closest to edge of circuit board) as follows:
      1. ON= start unit
      2. OFF = FINISH unit
   4. Turn on power and verify that MJTiming software sees it as the correct unit (start or finish).
   5. Turn off power, replace lid, and screw back into place
   6. Set up units on course and continue event
6. **Always unplug the control box from its USB port and plug it back in before continuing the event.**This forces the control unit to reboot and recalibrate the timing boxes. If you don’t do this, your run times are almost certainly incorrect.