# Help

About

**Shooting Sports Mobile for IDPA ™**
**Admin Interface**

**Admin Version:** 2022.3.2
**Server Version:** 2022.3.2

General

**You are smarter than this program, so please act accordingly.**

**IDPA ™:** "IDPA", as it appears in this software, is a registered trademark of the International Defensive Pistol Association. While IDPA has encouraged the development of this program, IDPA has no direct affiliation with this software or its developer. Any appearance of "IDPA" is solely to indicate which sport this app is intended for. Please visit the official IDPA website at http://www.idpa.com/ to learn more, and consider becoming a member if you have not already done so.

**System:** This application is part of a software system. Please visit the Shooting Sports Mobile website http://shootingsportsmobile.com/ to learn more.

**Login:** You MUST allow cookies in your web browser settings in order to successfully login.

**Performance:** Efforts have been made to handle tap / hold / scroll events across a wide range of devices. The simple theme is meant to help with visibility outdoors. However, it is **HIGHLY RECOMMENDED** that you learn how your device behaves in real world conditions before scoring a match. Dust, screen protectors, dirty hands, and direct sunlight can all affect performance.

**Date & Time:** The current date and time on your device is saved with each stage. This serves two purposes, 1) Season Standings use the stage date and time to determine if a stage falls within the period that defines a "season"; and 2) The stage date and time is used to determine when a classifier was shot. Please ensure that the date and time is relatively accurate and consistent across all of your devices.

**Procedure:** It is **HIGHLY RECOMMENDED** that you follow this procedure:

1. Backup your database.
2. Create a match and set "Default Match" to "Yes".
3. Signup shooters (add them to the signup list).

4.  Connect your mobile devices to the same network as the computer running the "server" program.
5.  Start the scoring app on your mobile device.
6.  Delete old data (after you are sure it has been uploaded to the "server").
7.  Download your settings from the "server".
8.  Disconnect your mobile device from the network (wifi off, airplane mode, etc).
9.  Head to the range, squad up, and score some matches.
10. Re-connect your mobile device to the network running the "server" program.
11. Upload your results.
12. Generate results reports.
13. Perform other database functions.
14. Backup your database.

Database

**Export Classifiers:** Enter a start and end date (YYYY-MM-DD or ISO8601 format to include time) for the classifiers. Times in the database are UTC. If you missing some classifiers, just widen the date range by one day. The result is a ZIP file which includes one or more CSV files which you should upload to http://www.idpa.com. The ZIP file name contains the date and time you exported the classifiers. The CSV file names contain the classififier date and the classifier method used. Follow these steps to upload your classifiers:

*   Unzip the ZIP file.
*   Login to http://www.idpa.com. You MUST be a club contact AND authorized to upload scores.
*   For each CSV file you extracted from the ZIP file (organized by date and method):
    *   Upload the CSV file following the instructions at http://www.idpa.com and check the results.
*   Note: We would like to upload just one file and make this process more streamlined and less error prone. If you would too, please encourage your AC, IDPA HQ, and http://www.idpa.com to make the following changes:
    *   Put the classifier date as a field inside the CSV file. DO NOT use a date picker that makes all of the dates the same for every classifier in the file.
    *   Put the classifier method as a field inside the CSV file and update the row validation to handle empty stage scores. DO NOT use a method picker that makes all of the methods the same for every classifier in the file.
    *   Thanks!

PLEASE DO NOT upload these CSV files more than once. IDPA HQ has no checking for identical classifiers, and multiple uploads will simply pollute the IDPA HQ database. It is possible to export for shooters that do not have their IDPA number in the database yet. Be sure to check these files for blank "idpaid" fields and correct them before uploading.

You should also download and check the IDPA Status file (see below) before you upload a classifier. Classifiers are uploaded based only on IDPA numbers and it is possible to have mistyped an IDPA number in your local database. If that is the case, you can easily upload a classifier result for the wrong person.

**Import CSV Data:** You can currently import (add) calibers, categories, make_model, extra shooter_properties, and unofficial divisions from a CSV file. It must have the proper header (first line) and be formatted correctly. Please see example files in "ssmi_data/db/csv" for the proper format. For divisions, refer to the help section on editing divisions below for the meaning of "active", "always", and "maxclass" (0 = No, 1 = Yes).

**Divisions:** Select a division name from the filtered list to edit or click Add Division to create a new division. The database already has the offical regular divisions in it so they do not show up here. This feature is to add "unofficial" or "special" divisions. "Active" means whether the division is available for signup at all. "Always" means whether the divison is available at signup for every match by default. If you use a division regularly you will set this to "yes" so you don't have to add it to every match. If "always" is "No", then you will have the option to add this divsion on a match by match basis when the match is created. "Maximum Class" means whether this division should use the "maximum class" a shooter holds in all other official regular divisions or whether shooters will be forced to "Unclassified".

**IDPA Status:** Here you can download an IDPA member status file. You must be connected to the internet for this to work. The file will only include information for shooters which have an IDPA number in your local database. This file is similar in nature to the file you can download from http://www.idpa.com using the member lookup function, but in a different format. You should also perform a "Check" on ANY IDPA member status file before you "Import" it. The table that is returned from the "Check" function has the following fields:

1. idpaid = The IDPA number you have in the local database.
2. idpa_lname = The last name IDPA has on file that corresponds to that IDPAID.
3. idpa_fname = The first name IDPA has on file that corresponds to that IDPAID.
4. lname = The last name you have in your local database that corresponds to that IDPAID.
5. fname = The first name you have in your local database that corresponds to that IDPAID.
6. alias = The alias you have in your local database that corresponds to that IDPAID.
7. lnratio = A ratio from 0.00 - 1.00 indicating whether the last names match.
8. fnratio = A ratio from 0.00 - 1.00 indicating whether the first names match.
9. email = The email address you have in your local database that corresponds to that IDPAID.

This table is intended to assist you in verifying that you have the right IDPAID for the right person before you upload classifier results to IDPA HQ or import the status file to your local database. **Only names that are NOT precise matches are shown**, and they are ordered from least likely to match at the top to most likely to match at the bottom. You should investigate any mismatches and change any incorrect IDPAID numbers or names by using the "Shooters" page described

above.

Once you have checked that all the IDPAID numbers corresond to the correct names, you can import the IDPA status file to the local database. This will update the IDPA membership expiration date if it is newer than the one in the local database, update any classifications if they are better than the ones in the local database (the shooter improved their classification elsewhere), and update the last classification dates if they are newer than the ones in the local database.

Note: The "Check" and "Import" functions can handle multiple file formats including the JSON format downloaded using the "Get" function above and the CSV format manually downloaded using the member lookup function at http://www.idpa.com.

**Export Match Results:** This will generate a results file suitable for upload to IDPA HQ. Be sure to perform the same checks on this file as described above in Export Classifiers.

**Export Match Performance Promotions:** This will generate a classification file suitable for upload to IDPA HQ. Be sure to perform the same checks on this file as described above in Export Classifiers. Note that this file is only valid for Sanctioned Matches.

**Export Shooters:** Returns a CSV file with shooter info. You could then work with this data in a spreadsheet or import it into a contact manager. If you "Export Emails to Add", you will get a text file that includes only the email addresses for shooters that have "Wants Email" checked. They will be one per line separated by a newline "\n". This file can be uploaded to a mailing list manager like MailMan. "Export Emails to Remove" returns a similar list for shooters who don't have "Wants Email" checked. "Export Emergency Contacts" returns a searchable PDF file with clickable links for shooter contact & emergency contact phone numbers. "Check Duplicate IDPA Numbers" performs a simple check for IDPA numbers appearing more than once in the database. "Export IDPA Numbers" returns a CSV file with all of the known IDPA numbers which can be used for member lookup of classifications and expiration data at http://www.idpa.com.

**Import Shooters:** You can import (add/update) shooter data from a CSV file. It must have the proper header (first line) and be formatted correctly. The program will try to recognize two valid formats, 1) the native format, and 2) a file exported from ForScore. Add a shooter, then try Export Shooters for an example file. The "fname" and "lname" fields (or equivalent) are required. If "alias" is missing, it will be set to "". The other fields are optional and will only be added or updated if present. Duplicates (same lname, fname, alias) in the same file will be skipped. Manually edit the file to correct this. By default, shooters in the file whose (lname, fname, alias) already exists in the database will be skipped. If you wish to update existing shooters in the database by import, you must set "import_shooters_update" to "True" in the server "Options" (see below). Be aware that this will allow updating shooter information by import if the (lname, fname, alias) from the file already exists in the database.

Dates for last classification and IDPA expiration date get updated only if the imported date is newer than the existing date. The same is true for classifications since you cannot move down. This prevents corrupting the database by importing the file more than once.

For categories, 1 = Yes and 0 = No.

Note: If the same lname, fname, alias exists in the file more than once, only the first occurrence will be imported. You should manually edit the file to ensure there are no duplicates.

Note: If the lname, fname, alias already exists in the database, then the row will be skipped. You can change this behavior by setting "import_shooters_update = True" in the server options (see Options below). Doing so will cause the server to update shooters who already exist in the database during import instead of skipping them. This powerful feature is helpful when doing a shooter export/update/import cycle using another tool (e.g. spreadsheet). However, it should be used with caution and you should always backup your database first.

**Usage:** These are your database usage statistics.

**Backup DB:** This downloads a gzip compressed SQL file needed to completely rebuild the database. **It is HIGHLY recommended that you backup the database BEFORE and AFTER a match or any significant changes you may want to recover from.**

**Restore DB:** Upload a file from the Backup DB process and a) the existing database is renamed, and b) a new database is created from the backup. **Before you restore from a previous backup, backup the database again so you can switch back and forth if necessary.**

**Run SQL Commands:** If you enter proper SQL commands, the database will attempt to execute them and display the results. This can be used to perform database actions for which there is no web interface. Only enter SQL commands you KNOW to be the correct syntax. You can easily corrupt the database with a malformed SQL command. See the examples in "ssmi_data/db/sql".

**Run SQL File:** If you upload a proper SQL file, the database will attempt to execute the SQL commands and display the results. This can be used to install database updates or perform other database actions for which there is no web interface. Only upload update files or SQL files you KNOW to be the correct syntax. You can easily corrupt the database with a malformed SQL file. See the examples in "ssmi_data/db/sql".

Matches

Select a match name from the filtered list or click Add Match to create a new match. We recommend "YYYY-MM-DD[Optional]" as the match name, where YYYY = 4 digit year, MM = 2 digit month, DD = 2 digit day (the last day for a multi-day match), and [Optional] = some other unique information. It helps with sorting. Enter a match description if you want (it will show up as a subtitle on the match report). Then add or remove some stages. Descriptions / rounds are optional.

Be careful about adding or removing stages for an existing match. This affects the stage count, which in turn affects the number of stages that get counted in the results.

If you set "Default Match" to "Yes", then this match will become the default match for the signup process and in the settings for the scoring app. If you want to reset the default match to a blank name, then A) Add Match (add a new match); B) make sure that "Default Match" is "No" and leave everything else blank; C) click submit. Note that the "Default Match" is reset to blank every time you start the server program.

Shooters

Here you can add / edit shooter info. If you signup a new unknown shooter, please enter as much of their personal info as possible so it doesn't have to be updated later. Last Name and First Name are required. Alias is how you differentiate two (2) John Smith's. Check Wants Email if you want their email address to be included in the bulk email export.

Toggle all categories relevant to the shooter. Categories are tied to the shooter, not a specific match. Therefore, they must be updated over time during the signup process or by editing the shooter if they change. Match and Season Standings reports have the option to include categories and will use the shooter's category information at the time the report is generated.

Setting Custom Properties to "Yes" will enable any custom shooter properties that were added to your server database.

Enter an IDPA ID if the shooter has one. IDPA ID should be a valid IDPA number or blank if they are not an IDPA member.

Signup

**Add to List:** Here you can signup brand new shooters or quickly signup known shooters. Previously known entries are listed by lname, fname, alias, division, class. Use the search function to your advantage. Clicking on a known entry will pre-fill the signup interface with a shooter's known data. You can then review and / or edit their information if necessary.

If you signup a new unknown shooter, please enter as much of their personal info as possible so it doesn't have to be updated later. Last Name and First Name are required. Alias is how you differentiate two (2) John Smith's. Check Wants Email if you want their email address to be included in the bulk email export.

Toggle all categories relevant to the shooter. Categories are tied to the shooter, not a specific match. Therefore, they must be updated over time during the signup process or by editing the shooter if they change. Match and Season Standings reports have the option to include categories and will use the shooter's category information at the time the report is generated.

Setting Custom Properties to "Yes" will enable any custom shooter properties that were added to your server database.

To complete the signup process you must select a match name (or check classifier which overrides the match name), check if this shoot is a re-run (you can enter a match once and have one re-run), enter an IDPA ID if the shooter has one, and select a division and class. IDPA ID should be a valid IDPA number, "Pending", or blank if they are not an IDPA member. Blank is not a valid IDPA ID if you check classifier (hint, use "Pending"). If you check classifier, you must also select a Classifier Method. This will determine the available divisions, the number of stages, and number of strings on each stage. Please review the IDPA rules regarding classifiers for more information. Make, model, and caliber are optional.

Be careful with the match name bit. Only matches with the same match name get scored together. If the match list is empty, you need to create a match first.

Sometimes you might want a shooter to have their name highlighted yellow ("flagged") during scoring, either because they are new or because they need extra assistance.

When you click "Add" two things will happen:

1. The shooter's info will get added (or updated) in the database of known shooters; and
2. The shooter will get added to the signup list that is available in the scoring app for quicker squadding.

Note: If you select a non-classifiable division, then A) classifier will be set to "No" and disabled; and B) class will be set to "Unclassified" and disabled.

Note: Consider carefully the ramifications of mixing BUG divisions with regular divisions within the same match. This may affect stage winners for the match and season standings calculations because the round count is the same for all competitors in the match and stage totals may be dramatically different if BUG reloads are not on the clock. Alternatively, you may want to:

1. Create your main match "MYMAINMATCH" and set "Default Match" to "Yes".
2. Create a BUG match named "MYMAINMATCH-BUG" and set "Default Match" to "No". Make sure that the round counts are correct, especially if they are different from the main match.
3. Signup shooters. If you sign up a BUG shooter, select "MYMAINMATCH-BUG" from the match name list.
4. Add shooters to your squad from both "MYMAINMATCH" and "MYMAINMATCH-BUG" knowing that they will be scored as separate matches with separate round rounts.

**Review Lists:** Here you can review the signup lists for classifiers and matches. You may want to clear the lists prior to every match you hold. Click on a entry to review their details. Click and Hold to delete them from the list. To delete entire lists, click on "Clear All Lists" or the header bar of an individual list.

Score

This is a link that takes you to the scoring app. If you login and are taken to the admin page, this is how you can get to the scoring app.

**WARNING:** If you are using this web interface to score (instead of the scoring app), you MUST upload the results before closing your browser window or tab; OR be certain that your browser does not clear your localStorage cache when you quit. Failure to do so may result in the permanent loss of stage data.

Stages

This is where you can edit the individual stage results in a table format. Select a match or enter a start and end date (YYYY-MM-DD or ISO8601 format to include time) for classifiers. Times in the database are UTC. If you missing some classifier stages, just widen the date range by one day. Some fields are editable, while others are not. Hit return or tab after you change a field, and the stage total will be updated accordingly. If you are editing classifier stages, the new classification result will get updated as well. **Note:** all changes are done in memory and will not be saved to the database until you click the **"Save" Icon** in the center of the navigation bar.

Results

**Matches:**
Select a match name for the report well as portrait or landscape mode. You also have the option to include categories and make / model / caliber information. Get Report returns a PDF file with the latest results in the database. Stage winners have their stage score in bold and division winners have their name in bold. If you toggle By Stage to "Yes", then the report will be by stage with all divisions and classifications lumped together. Get Performance Promotions will return any shooters who qualify for a match performance promotion. Note that this information is only valid for Sanctioned Matches.

**Classifiers:**
Enter a start and end date (YYYY-MM-DD or ISO8601 format to include time) for the report range as well as portrait or landscape mode. You have the option to include make / model / caliber information. Times in the database are UTC. If you missing some classifiers, just widen the date range by one day. Get Report returns a PDF file with the latest results in the database.

Note: The results in the report are "as you classified based on score", not what your actual classification might be since you cannot move down in class. It is important for shooters to know what their skill level is independent of their sport classification, and this is one way to help them find out.

**Season Standings:** Enter a start and end date (YYYY-MM-DD or ISO8601 format to include time) for the "season" as well as portrait or landscape mode. Times in the database are UTC. If you missing some results, just widen the date range by one day. Then select a minimum number matches you want shooters to have participated in. Use the "best of" toggle to limit the calculation to best "minimum number matches" for each shooter. This may end up being more fair to

shooters who participate in most of the matches in a season. The more you shoot, the harder it is to change your season standings score late in the season. If some of your matches end up being harder than others, using this feature should motivate shooters to participate in more matches. Then toggle whether or not you want to include categories, filter based on the minimum number of matches, filter based on whether the shooter's IDPA membership is current and paid as of the season end date, or filter based on whether the shooter complies with IDPA rules on classification frequency as of the season end date. Get Report returns a PDF file with the latest results in the database.

Season standings are computed as follows:

1. The sum of your total stage scores during the season divided by the total round count for those stages.
2. Match stage definitions that have a blank or 0 round count are ignored.
3. Matches in which you are DNF, DQ, or RE-RUN are ignored.
4. Results are grouped by division and the highest classification you held in that division during the season. Thus, a shooter can participate in multiple divisions, but not multiple classes within a division.

Users

This is where you add or change user accounts. By default, "root", "admin", "results", "upload", and "score" users are created upon first launch. You should really change the passwords from their defaults or delete unnecessary users. There are also default roles created, and they have the same names as the default users listed above. Each role has a specific set of powers and with the exception of the "root" role, you can grant new users you create the powers of any particular role or combination of roles. You cannot change the roles for the "root" or "admin" users, nor can you delete those users. The roles are as follows:

**root =** able to access admin functions, edit users without knowing their password, restore the database from a backup, and execute SQL commands.
**admin =** able to access admin functions, but must know the current password of any user you wish to edit.
**results =** able to download match and classifier results.
**upload =** able to upload the stage results and new shooters from the scoring app to the server.
**score =** able to download settings in the scoring app.

We recommend having at least (1) admin user account, (1) upload user account, and (1) score only user and controlling the account access accordingly.

You must submit the old password for the user you are editing unless you are logged in as the "root" user. This ensures that "admin" level users cannot change each others passwords without knowing the old password. If you need to reset a password without knowing the old password, login as "root". If you forget the "root" password... ;)

Options

Here you can change the software settings. **DO NOT** change items in the **[server]** section unless you absolutely know what you are doing! *If you press the Submit button, only the settings file will be updated. You will then be directed to manually restart the server program or virtual machine. This is necessary for the server to pick up all of the changes made.*

The only things you should really change are in the **[client]** section are:

**advance_shooter** = [True or False] if True, the scoring app will automatically advance to the next shooter after you save a stage. This is usually what you want and is the default behavior. This feature can be disabled globally here, or locally in the scoring app by toggling Gear / Settings / Advance Shooter to "No". You may want to do this when you have multiple classifiers on your squad and each shooter shoots all of their classifier stages in a row. We suggest only doing this temporarily, only doing it locally in the scoring app, and only for a group of classifiers as described above.

**club_country** = country (must be a proper two letter code).

**club_id** = the club id IDPA HQ requires for uploading classifiers.

**club_name** = a string that shows up on reports.

**confirm_score_msg** = the message in the scoring app confirmation page (defaults to "Shooter Agree?").

**contact_id** = the contact id IDPA HQ requires for uploading classifiers.

**divide_times_100** = [True or False] if True, the scoring app will divide any times that are greater than 99.99 by 100.0. This can be handy if you don't want to type decimal points. Just be sure that you type enough digits!!!

**down_limit** = max points down for any target scored in the scoring app (fat finger check).

**down_value** = value to multiply points down by when scoring.

**dq_limit** = number of combined finger and muzzle warnings before DQ.

**fin_limit** = number of finger warnings before DQ. The 2013 IDPA rules dictate that this number should be 1 and that is the default. However, you have the option to change it.

**match_name** = **LEAVE THIS ALONE** (it's the default match during signup and for the scoring app and should be changed via "Matches" as described above.

**muz_limit** = number of muzzle warnings before DQ.

**season_min_matches** = default minimum number of matches for season standings.

**time_limit** = max string time for any stage scored in the scoring app (fat finger check).

The only things you should ever change in the **[server]** section are:

**db_engine** = the name of the database file that will be opened or created after restart. The path will always be "ssmi_data/db/" and the default file name is "ssmi_server.db". If the file does not exist, a fresh dabatase will be created for you. Hint: If you want a special database just for a major match or have a fresh database each year:

• Quit the server program and make certain it is not running.

- Rename your existing database.
- A new clean database will created for you when you launch the server program.
- You can switch between databases by renaming the database files or by changing "db_engine". Just be certain that the server program is not running if you rename the database.

**host** = the network interface to listen on. "0.0.0.0" will listen for connections on all network interfaces.

**import_shooters_update** = [True or False]. Be aware that this to True will allow updating shooter information by import if the (lname, fname, alias) from the file already exists in the database. See Import Shooters above for more details.

**initdb** = [True or False]. Set this to True if you want the server to re-add categories, calibers, and make / model information from the CSV files located in "ssmi_data/db/csv" after restart.

**port** = the TCP port to listen on. The default is 8888. If this port is restricted or already in use, change this setting to an available port number. You must then adjust your firewall settings accordingly and change 8888 to your new port number in all web urls as well.

System Update

**System Update:** Upload a file from the developer and the system software will be updated. You must be logged in as 'root' to perform this function. Follow all instructions provided with the update. You will then be directed to manually restart the server program or virtual machine. This is necessary for the server to pick up all of the changes made. If you do not receive this message, the update did not complete because you were not logged in as 'root' or did not provide a valid file.