

Introduction.

-
- Microsoft Excel
- File Edit View Insert Format Tools Data Window Help Acrobat
- A6
- HBSC Race Sheet Template Sunday Inc HC 20091
- | | A | B | C | D | E | F | G | H | I | J | K | L | M | N |
|----|---------|------------|-------|---------|---------|------|-----------|----------|---|---|---|---|---|---|
| 1 | Today | 29/05/2009 | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | |
| 3 | Race no | | Class | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | |
| 5 | Sail No | Class | PY | Minutes | Seconds | Laps | Corrected | Position | | | | | | |
| 6 | | | | | | | | 1 | | | | | | |
| 7 | | | | | | | | 2 | | | | | | |
| 8 | | | | | | | | 3 | | | | | | |
| 9 | | | | | | | | 4 | | | | | | |
| 10 | | | | | | | | 5 | | | | | | |
| 11 | | | | | | | | 6 | | | | | | |
| 12 | | | | | | | | 7 | | | | | | |
| 13 | | | | | | | | 8 | | | | | | |
| 14 | | | | | | | | 9 | | | | | | |
| 15 | | | | | | | | 10 | | | | | | |
| 16 | | | | | | | | 11 | | | | | | |
| 17 | | | | | | | | 12 | | | | | | |
| 18 | | | | | | | | 13 | | | | | | |
| 19 | | | | | | | | 14 | | | | | | |
| 20 | | | | | | | | 15 | | | | | | |
| 21 | | | | | | | | 16 | | | | | | |
| 22 | | | | | | | | 17 | | | | | | |
| 23 | | | | | | | | 18 | | | | | | |
| 24 | | | | | | | | 19 | | | | | | |
- Page 1
- Click Here to sort into order
- Click Here to Print
- Click Here to Clear form
- Race 1 All Race 2 all Race 3 all Race 4 all Race 1 Junior Race 2 Junior Race 3 Junior Race 4 Junior Handicaps (DO NOT TOUCH)

(Continued).

More Details.

4. Enter the sail number and then the Class. The class **must** correspond to one of the class know to the spreadsheet. The tab named 'Handicaps' shows a list of classes. Copies are on the wall above the computer desk. The Portsmouth Yardstick will be completed automatically. If you encounter a new class ask for help. A new class can be entered temporarily in the spreadsheet you are using but we will need to alter the template that will be used on future occasions, so speak up!

	A	B	C	D	E	F	G	H
1	Today	29/05/2009						
2								
3	Race no		Class					
4								
5	Sail No	Class	PY	Minutes	Seconds	Laps	Corrected	Position
6	12345	Laser Std	1078	40	20	2	1122	1
7	456	Phantom	1043	39	23	2	1133	2
8	8899	Wayfarer	1099	RTD				3
9	112113	Laser Radial	1101	40	25	2	1101	4
10								5

5. Enter the time and the number of laps, or, if the boat does not have a time enter RTD, DNF, etc in the **Minutes column** (column D).

If you are running a race that is not an average lap race then enter 1 for the laps **for all boats**.

6. When you click Sort the data in columns A to G will be ordered on the corrected time (column G) and the boats positions can be seen in column H. Do not try keying into column H.

	A	B	C	D	E	F	G	H
1	Today	29/05/2009						
2								
3	Race no		Class					
4								
5	Sail No	Class	PY	Minutes	Seconds	Laps	Corrected	Position
6	112113	Laser Radial	1101	40	25	2	1101	1
7	12345	Laser Std	1078	40	20	2	1122	2
8	456	Phantom	1043	39	23	2	1133	3
9	8899	Wayfarer	1099	RTD				4
10								5

7. Use a new tab (worksheet) for race 2 etc.

8. At the end of the day, close Excel, closedown Vista and switch of laptop & printer.