The CrossComp App

Part 3A - Managing Participants

Local CrossComp Services (Facilities and Events) are managed by Professional Affiliates. Managing CrossComp Services also involves the management of both the Participants and the Judges for those services.

The following screens demonstrate how Professional Affiliates **manage** their **Participants**.

Tapping "Professional" on the Professional "Menu" screen (Refer to Part 1, page 39.) opens the Professional "Dashboard" screen.

Professional Dashboard Screen:

Professional
CrossComp Trainer
Professional Judge
Event Coordinator
Gym Manager
League Commissioner
Regional Directors
Volunteer

Tapping on "**Event Coordinator**" or "**Gym Manager**" on the "Professional Dashboard" screen opens the respective screen shown on the **next page**.

- To manage the Participants or Judges at a CrossComp "**Event**," the Affiliate would tap "Event Coordinator."
- To manage the Participants or Judges at a CrossComp "**Facility**" (gym), the Affiliate would tap "Gym Manager."

Event Coordinator

Manage Events

Manage Judges

Manage Participants

Tapping on
"**Manage Participants**"
opens the respective
screen on the
next page.

Gym Manager

Manage Facilities

Manage Judges

Manage Participants

Manage Participants Screens:

The "Manage Participants" screen lists the CrossComp Services (Events/Facilities) that are currently listed by the Service Provider.

Event Coordinator (Events)		Gym Manager (Facilities)
Manage Participants		**Manage Participants**
Andulka Park	Tapping on the Name of a listed **Event** or **Facility** opens its "Participant Schedule" screen (next page). The Names of the Events/Facilities are listed in alphabetical order.	**BreckenFit Gym**

Participant Schedule Screens:

The "Participant Schedule" screen lists the Participants who have reserved a spot in each "hour block" (Refer to Part 1, page 13.) for the Event/Facility that was selected on the previous page (Manage Participants).

Event Coordinator
(Events)

Participant Schedule		
Andulka Park **Sunday, 08/15/2021**		
1:00 - 3:00 pm		
Jon Opsahl	Text	X
***Teresa Sanchez**	Text	X
3:00 – 5:00 pm		
Nate Barton	Text	X

Refer to Notes on the next page.

Tapping on the Participant's **Name** opens the "**Check-In**" screen for that specific Participant. Refer to page 6.

Tapping on the "**Text**" icon opens the user's text messaging App to send a text to that Participant.

Tapping on the red "**X**" plus a "**Confirm**" button deletes that Participant off the schedule.

Gym Manager
(Facilities)

Participant Schedule		
BreckenFit Gym		
Mon, 08/16/2021, 9:00 – 11:00 am		
Randy Jennings	Text	X
Tue, 08/17/2021, 1:00 – 3:00 pm		
***Lois Young**	Text	X
Wed, 08/18/2021, 3:00 – 5:00 pm		
Thu, 08/19/2021, 6:00 – 8:00 pm		
Jesse Garcia	Text	X
Mon, 08/23/2021, 9:00 – 11:00 am		

Notes for Participants:

- "Participant Schedule" screens are divided into the specific HOUR-BLOCKS that were designated by the Professional Affiliate when he/she Registered that specific Event/Facility. (Refer to Part 1, page 13.)
- Each Hour-Block expands to accommodate the number of scheduled Participants.
- The screen scrolls down to view all the Hour-Blocks:
  - Events: For that DATE (1-day Events with multiple Hour-Blocks)
  - Facilities: For each day in a 1-WEEK schedule (Facilities with 1 Hour-Block per Day)
    - **Example:** BreckenFit provides CrossComp Services on only 4 days each week. (Only 1 Hour-block per day is allowed for Facilities.) The list of Participants is divided into 5 Hour-Blocks to show the Participants scheduled for TODAY (Mon, 08/16/2021), and each daily hour-block for the next 4 days (the 3 days remaining during the current week plus the Monday of the next week. The Hour-Blocks that appear would "roll-over" each DAY, week-to-week, so that tomorrow, the screen would show the Participants scheduled from that day, Tue, 08/17/2021 through the next Tue, 08/24/2021.
- Hour-Blocks can range from 1 to 4 hours (2-Hour Blocks are recommended).
- Each Participant is listed by First & Last Name (in alphabetical order by FIRST Name).
- Each Participant's Name appears in the Hour-Block for which he/she reserved his/her CrossComp.
- Participants are instructed to show up any time during the Hour-Block that they selected.
  - Note: If a Participant shows up toward the end of his/her scheduled Hour-Block, his/her CrossComp will continue beyond the Hour-Block, as needed.
- Each Name is in **BLUE-text**.
- A Name with a red asterisk (*) indicates a "first-time" (free) CrossComp.
- When a Participant shows up, the Service Provider taps on the Participant's Name on the Schedule screen, plus a "Confirm" button (not shown), to open the "Check-In" screen (next page).
- When a Participant has been "Checked-In," his/her Name changes to **GREEN-text**.

When a Participant shows up at an Event/Facility for their CrossComp, the Service Provider opens the "Participant Schedule" screen for that Event/Facility and taps the Participant's Name, plus a "Confirm" button, to open the "Check-In" screen for that specific Participant.

Check-In Screen: (Much of the information on the Check-In screen is also found on the Participant's "Profile" screen.)

Check-In		Example
First Name	Edit	**Jon**
Last Name	Edit	**Opsahl**
Date Participant		**02/16/2021**
Date Volunteer		--- (Date is shown if applicable.)
Date Professional		--- (Date is shown if applicable.)
Phone #	Edit	**909-957-2730**
Email	Edit	**DrOpsahl@gmail.com**
Postal Code	Edit	**92506**
League		**Compassion Unlimited**
Gender		**Male** – Entered by Service Provider at CrossComp #1
Date of Birth		**03/10/1960** – Entered by Service Provider at CrossComp #1
Age		**Calculated from DoB**
Height	Edit	**5' 08"** Ht & Wt are entered by the Service Provider at CrossComp #1, and then can be edited as needed at each CrossComp thereafter.
Weight	Edit	**148**
BMI		**Calculated from Ht:Wt**
Scores **Exercise Rx** **Submit**		Tapping the "Scores" button opens the Participant's most recent "Scores" screen, which can slide (<|>) to view previous Scores. (Part 1, page 16, but without the "Share" and "Schedule" buttons.) Tapping the "Exercise Rx" button opens the Participant's "Exercise Rx" screen. Tapping the "Submit" button closes the screen and changes the color of the Participant's Name on the Schedule Screen for BOTH the Service Provider and the JUDGES from Blue- to GREEN-Text.

If the "Scores" or "Exercise Rx" screen is opened to view, there needs to be a way to close it and return directly to the "Check-In" screen.

Part 3B - Managing Judges

Local CrossComp Services (Facilities and Events) are managed by Professional Affiliates. Managing CrossComp Services also involves the management of both the Participants and the Judges for those services.

The following screens demonstrate how Professional Affiliates **manage** their **Judges**.

Tapping "Professional" on the Professional "Menu" screen (Refer to Part 1, page 39.) opens the Professional "Dashboard" screen.

Professional Dashboard Screen:

Professional
CrossComp Trainer
Professional Judge
Event Coordinator
Gym Manager
League Commissioner
Regional Directors
Volunteer

Tapping on "**Event Coordinator**" or "**Gym Manager**" on the "Professional Dashboard" screen opens the respective screen shown on the **next page**.

- To manage the Participants or Judges at a CrossComp "**Event**," the Affiliate would tap "Event Coordinator."
- To manage the Participants or Judges at a CrossComp "**Facility**" (gym), the Affiliate would tap "Gym Manager."

Event Coordinator		Gym Manager
Manage Events	Tapping on "**Manage Judges**" opens the respective screen on the **next page**.	**Manage Facilities**
Manage Judges		**Manage Judges**
Manage Participants		**Manage Participants**

Manage Judges Screens:

The "Manage Judges" screen lists all the Judges (Volunteer/Professional) who have signed-up to judge for the Service Provider's (Professional Affiliate's) Events/Facilities.

Event Coordinator (Events)		Gym Manager (Facilities)

Volunteer Judges		**Professional Judges**
Erin Reynolds **X**	The Names of the Judges are listed in alphabetical order by FIRST name.	Erin Reynolds **X**
Joe Gerard **X**		Joe Gerard **X**
Mark Foster **X**	Tapping on the **Name** of a Judge opens the user's text-messaging App to send that Judge a text-message.	Mark Foster **X**
Select an Event		**Select a Facility**
	Tapping on a red "**X**" plus "Confirm" deletes that Judge's name off the list of Judges for this Service Provider.	
	Tapping the"**Select an Event/Facility**" button opens the respective screen on the next page.	

Note: A Judge's Name may appear on either or both lists depending on whether he/she is a Volunteer and/or a Professional Affiliate AND whether he/she signed-up with the Service Provider as either a Volunteer and/or a Professional Judge.

- Volunteer Affiliates can only serve as Volunteer Judges.
- Professional Affiliates are also Volunteer Affiliates so they can serve as both Volunteer and Professional Judges.

Signing-Up as a Judge (Volunteer/Professional) for a Service Provider will be explained in a future document.

Select Event/Facility Screens:

The "Select Event/Facility" screen lists the CrossComp Services (Events/Facilities) that are currently listed by the Service Provider.

Event Coordinator (Events)		Gym Manager (Facilities)

Select an Event		**Select a Facility**
Andulka Park	Tapping on the Name of a listed **Event** or **Facility** opens its "Judge Schedule" screen (next page).

The Names of the Events/Facilities are listed in alphabetical order. | **BreckenFit Gym** |

Judge Schedule Screens:

The "Judge Schedule" screen lists the Judges who have been scheduled for each "hour block" (Refer to Part 2, page 9.) of the Event/Facility that was selected on the previous page (Manage Judges).

The current total number of Participants that have reserved a spot is indicated for each Hour-Block.
- (Example: **Participants: 0**).

Event Coordinator (Events)		Gym Manager (Facilities)

Event Coordinator (Events)

Judge Schedule
Andulka Park   **Sunday, 08/15/2021**
1:00 - 3:00 pm   **Participants: 2**   Recruit
Mark Moster   **X**
3:00 – 5:00 pm   **Participants: 1**   Recruit
Erin Reynolds   **X**

Refer to Notes on the next page.

Tapping on the "**Recruit**" button opens the "Recruit" screen. Refer to page 13.

Tapping on the Judge's **Name** opens the user's text messaging App to send a text to that Judge.

Tapping on the red "**X**" plus "**Confirm**" deletes that Judge off the schedule.

Gym Manager (Facilities)

Judge Schedule
BreckenFit Gym
Mon, 08/16/2021, 9:00 – 11:00 am   **Participants: 1**   Recruit
Joe Gerard   **X**
Tue, 08/17/2021, 1:00 – 3:00 pm   **Participants: 1**   Recruit
Erin Reynolds   **X**
Wed, 08/18/2021, 3:00 – 5:00 pm   **Participants: 0**   Recruit
Mark Foster   **X**
Thu, 08/19/2021, 6:00 – 8:00 pm   **Participants: 1**   Recruit
Erin Reynolds   **X**
Mon, 08/23/2021, 9:00 – 11:00 am   **Participants: 0**   Recruit
Joe Gerard   **X**

Notes for Judges:

- "Judge Schedule" screens are divided into the same specific HOUR-BLOCKS as the "Participant Schedule" screens, which were designated by the Professional Affiliate when he/she Registered that specific Event/Facility. (Refer to Part 1, page 13.)
- There must be at least 1 Judge listed for each Hour-Block at all times (even if 0 participants are scheduled).
- By DEFAULT, the Service Provider (Professional Affiliate) that Registered the Event/Facility is automatically scheduled as a Judge for EACH Hour-Block.
- The Professional Affiliate can recruit other Judge(s) to assist or replace him/her.
- Additional Judges can be added to the Schedule for any Hour-Block (Refer to the "Recruit" screen).
- The recommended # of Judges for each Hour-Block is 1 Judge for every 4 Participants PER HOUR.
    - Example: If 6 Participants are schedule during a 2-hour Block, then 2 Judges should be scheduled for that Hour-Block.
- Each Hour-Block expands to accommodate the number of scheduled Judges for that Block.
- The screen scrolls down to view all the Hour-Blocks:
    - Events: For that DATE (1-day Events with multiple Hour-Blocks)
    - Facilities: For each day in a 1-WEEK schedule (Facilities with 1 Hour-Block per Day)
        - **Example:** BreckenFit provides CrossComp Services on only 4 days each week. (Only 1 Hour-block per day is allowed for Facilities.) The list of Judges is divided into five 2-hour Blocks to show the Judges scheduled for TODAY (Mon, 08/16/2021), and each daily hour-block for the coming week, including the next Monday. The Hour-Blocks that appear would "roll-over" each DAY, week-to-week, so that tomorrow, the screen would show the Judges scheduled from that day, Tue, 08/17/2021 through the next Tue, 08/24/2021.
- Each Judge is listed by First & Last Name (in alphabetical order by FIRST Name).
- Each Judge's Name appears in the Hour-Block for which he/she was scheduled to judge Participants' CrossComps during that Hour-Block.
- Each Judge's Name is in **BLUE-text** and links to the user's text-messaging App.

To recruit additional Judges for any specific Hour-Block, the Professional Affiliate taps the "Recruit" button of that specific Hour-Block (refer to the "Judge Schedule" screen on page 10).

Before the Professional Affiliate can delete his/her own Name as a Judge for a specific Hour-Block, at least 1 other Judge has to be recruited and listed as a Judge for that Hour-Block.

If the Professional Affiliate has deleted his/her Name as a Judge for a specific Hour-Block, and only 1 other Judge (who is NOT the Professional Affiliate) has been scheduled for that Hour-Block, and THEN, that other Judge is deleted off the schedule for that Hour-Block (leaving no scheduled Judges for that Hour-Block), the Professional Affiliate's Name automatically re-appears as the Judge for that specific Hour-Block.

Recruit Screen:

Available Shift	
A CrossComp Judging Shift is available at:	**For Events:** The recruit text-message is sent to all the Professional Affiliate's VOLUNTEER Judges.
Name of Event/Facility / **Day** / **Date** / **Hour-Block** — **Andulka Park** / **Sunday** / **08/15/2021** / **1:00 – 3:00 pm**	**For Facilities:** The recruit text-message is sent to all the Professional Affiliate's PROFESSIONAL Judges.
Yes, I'll take it!	
Sorry, no can do.	Tapping the "Recruit" button, on the "Judge Schedule" screen (page 10) sends a text-message to all the Judges that are signed-up to judge for the Professional Affiliate that sent the text-message.
	Text-Message: "A CrossComp Judging Shift is available. Go to LINK for details."

The text-message that is sent to all the judges includes a link to the "Recruit" (Available Shift) screen for them to tap either response. If the recipient of the text message is the FIRST to respond with a "Yes, I'll take it!" then that Judge's Name is added to the "Judge Schedule" for that specific Hour-Block.